

Village of Lena
117 E. Main St., Lena, WI 54139
Finance/Personnel & Wage Committee Minutes
January 9, 2024, 8:30 am

Meeting called to order.

Roll call: Robert Borchert, Terry Hinds, Steve Marquardt

Also Present: Kaila Vorpahl-Vintage Insurance, Wade Kosmal-Ridgeview Insurance Agency, Jodi Marquardt

Approval of Agenda: Motion made by S Marquardt/Borchert to approve the agenda with change in sequence as needed, Motion voted and carried.

Approval of Minutes from December 12, 2023, Meeting: Motion by S Marquardt/Borchert to approve the meeting minutes from the December 12, 2023, meeting. Motion voted and carried.

Monthly Financials: Monthly financial statements informational. Clerk's monthly cash investments report was informational. Adjustments to be made from 2% dues to FD general checking.

Vintage Insurance-Review of Village Insurance 2024: Kaila Vorpahl of Vintage Insurance presented and reviewed Public Officials and Liability and Crime Coverage and explained its coverage for wrongful acts, benefits, for the Board and Employees of the Village and Library. In the Villages yearly Insurance review, the underwriter noted that with the development of the Joint Library Agreement, it was determined that the Library Board is not covered by the Village's Public Officials Liability insurance policy. As the Joint Public Library Agreement specifies that the Village of Lena shall act as the Joint Library's fiscal agent, the finance committee determined that they need to address these insurance issues and the responsibilities of being the fiscal agent. The committee is scheduling a finance committee meeting with the Agreement's town chairmen and village insurance agent to discuss these insurance issues as well as custody of library funds and, since the Library Board itself invested a large donation amount in a separate banking institution, if the Library Board has elected a "financial secretary" which is required to be bonded per state statutes.

Village Clerk's Computer: The Clerk has expressed a need to update the Deputy Clerks computer to a desktop. She is currently using a laptop, which with the technology upgrades in the hall, has an increased need to meetings and training, disrupting workflow. The current laptop will continue to be used in the hall. Motion by S Marquardt/Borchert to purchase an HP Elite computer and 23" monitor through Oconto County Technologies for \$1,283.78. Motion voted and carried. Funds to be provided from the equipment outlay account 57190.

Fire Dept Equipment Replacement Fund: The Committee was updated that the loan for \$190,000 was received from Peshtigo National Bank to cover the deficit with the purchase of the new fire truck.

Final Decision of the PSC Water Rate Case: The Committee was updated and reviewed the PSC Final Decision of the Water Rate Case authorizing increased water rates at 20.20% or \$62,558. The Rate Implementation Letter must be completed with a determined date of rate increase. Motion by T Hinds/S Marquardt to recommend to

the Village Board the final decision of the water rate case with an effective date of March 16, 2024. Motion voted and carried. This will be noticed on the June 15, 2024, billing.

Bug Tussel Contract: Waiting for the contract.

Personnel: Update was given on new Public Works employee, Tyler Schmit who started with the Village of Lena on January 8, 2024.

Informational/Communications: Wade Kosmal- Ridgeview Insurance Agency presented quotes for Village of Lena and Fire Department Insurance. An update was provided in the hall remodel and the electrical and lighting work completed. Steve Marquardt addressed his rates and clarity as to his continuance to complete the project, which was agreed to continue project to completion.

Next Meeting Date and Time: Next meeting is scheduled for Tuesday, February 13, 2024, 8:30 a.m.

Adjournment: Motion by Borchert/S Marquardt to adjourn at 10:25 am. Motion voted and carried.

Respectfully submitted, Jodi A. Marquardt, Clerk/Treasurer