

**Village of Lena**  
**117 E. Main St., Lena, WI 54139**  
**Public Works Minutes**  
**Wednesday, November 15, 2023, 10:30 a.m.**

Meeting was called to order.

Roll call: Robert Borchert, Steve Marquardt, Craig LeFebre

Also present: Larry Shallow, Terry Earley, Jodi Marquardt, Eric VanLannen-Core and Main, Terry Hinds

Approval of agenda: Motion made by S Marquardt/LeFebre to approve the agenda with moving agenda items as needed. Motion voted and carried.

Approval of the minutes from October 10 and 16 and November 2, 2023: Motion made by LeFebre/S. Marquardt to approve the minutes from October 10 and 16 and November 2, 2023, as presented. Motion voted and carried.

Public Comment/Complaints: 233 N. Rosera is concerned with increased water use last quarter and is requesting a seasonal adjustment. Discussion will be had with the property owner that if it remains high next quarter, they are responsible for the increased use. Concern from 610 W Maple regarding water use and requesting seasonal use adjustment. Property owner needs to contact the Village with request for adjustment. Will note in next newsletter to increase Village awareness to seasonal use adjustments.

Core and Main- Eric VanLannen present to clarify quotes and presented on meter options for upgraded meter reading equipment and improve efficiency of the utility program. A new quote will be provided with 16 meters and final costs to upgrade. Motion by Borchert/S Marquardt to recommend to the Village Bord for their consideration to expend \$6500 to Core and Main to upgrade Water utility meter reading equipment. Motion voted and carried.

Saputo Correspondence: Per Saputo in a letter dated October 16, 2023, all concerned areas for drainage have been addressed. Next steps, Larry Shallow to check in with Laura Gerold, WDNR to ensure that the Village is in compliance. In the October 16 letter it was also noted that Saputo has concern with the Villages access on their property. Larry Shallow clarified that the testing was completed from the manhole, not the ditch as listed. Larry will confirm but believes the Village does have an easement to complete this testing. Public Works employees, though, will follow Saputo protocol.

Larry Shallow Retirement: Larry is retiring December 1, 2023. An exit interview will be completed on November 30 at noon, followed by an open house for the community. Terry Earley will assume all responsibilities of Larry's position until the position is filled.

Utility Report: October 2023 Utility Workers Report was informational. The WW Toxicity testing was completed, and reports came back with a failure. Laura Gerold, WDNR is requesting Spring testing and will now work with Terry on dates and compliance. Sludge hauling is complete with volume consistent with the spring pumping. There has been no new planning for sidewalk snow removal. Bob Borchert is getting pricing on a snow blower for the Stiga. The consensus is that new equipment will need to be purchased to successfully keep heavy equipment off the sidewalks. A posting will be included in the newsletter to address the sidewalk snow removal ordinance.

Influent/Effluent Flows: Report was informational.

Monthly Expenditures: Informational.

Ayres Associates Update: Craig Schuh not present. Update provided by clerk. Discussion regarding 401 W Maple Street. Property owner not satisfied with the \$20 off his charge for relining as was charge for and did not have a pipe bursting completed. An agreement was made to decrease the charge by \$400, the cost of the pipe bursting. Due to the timing of this decision, his charge was not placed on the tax roll as a special assessment and payments through 2024 are expected with placement on the tax roll for 2025.an update wastewater treatment plant improvements project. The Clean Water Fund Loan forgiveness results are not yet posted. Also, waiting on plans and specs. The bid schedule is still slated to begin in March or April of 2024 with plans for the 2024 project completion.

Ordinance 262-28 Review: Informational review of ordinance update completed by Terrance Bourassa, Hanaway Ross. A meeting will be planned with Atty Bourassa to finalize the proposed changes.

117 E Maple St Utility Service: Discussion regarding the shared service between the house and the apartment. There are 2 other known addresses, on eon Harley and one on Rosera Streets, that also have this situation. The committee feels this should be addressed at time of sale or street updates and defer to the Village Board for further discussion.

Next meeting, Tuesday, December 12, 2023 @ 10:30am.

Adjournment: Motion Lefebvre/Borchert to adjourn at 12:58pm. Motion voted and carried.

Respectfully submitted,  
Jodi A. Marquardt, Clerk/Treasurer