

**Village of Lena**  
**117 E. Main St., Lena, WI 54139**  
**Public Works Minutes**  
**September 4, 2024, 10:00 a.m.**

Meeting was called to order.

Roll call: Robert Borchert, Steve Marquardt, Terry Hinds,

Excused: Craig LeFebre

Also present: Terry Earley, Tyler Schmit, Jodi Marquardt, Criag Schuh

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

Approval of the minutes from August 12, 2024, meetings: Motion made by S. Marquardt/Borchert to approve the minutes from August 12, 2024, meeting, as presented. Motion voted and carried.

Closed Session: Motion by Borchert/S Marquardt to convene into closed session pursuant to Wis. Stat. 19.85(1)(c) for “considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” To wit: employee reviews. Motion voted and carried.

Motion by Borchert/S Marquardt to reconvene in open session and take action, if any, on matters discussed in closed session. Motion voted and carried. Motion by Borchert/S Marquardt to approve the pay increase for Tyler Schmit to \$29.00/hr. Motion voted and carried.

Public Comment/Complaints: Nothing to report

Utility Report: Manholes on 4<sup>th</sup> Street, Cedar and 2<sup>nd</sup> Street, and 3<sup>rd</sup> Street are in need of repair. Public Works will call for pricing from 3 vendors. Televising needs to be completed. Public works will determine a plan and prep budget, completing 10% per year. Repairs need to be completed on some 3” meter heads as the batteries are dying just over the warranty age. Terry to contact Eric Vanlaanen-Core and Main to discuss a plan for the new one with a dead battery and current 10yr old meters. It is recommended a meeting is planned to discuss the Sensus system and Public Works concerns. Ammonia levels are high at the WWTP. Terry is in communication with the DNR. Dye testing was completed with Saputo with no formal results.

Influent/Effluent Flows: Informational.

Monthly Expenditures: Informational.

Ayres Update: The Finance Committee and Village Board voted to proceed with FY2025 plan to proceed with the WWTP improvements and a revised application will be sent for a FY2025 CWF loan. The start time for the project remains the same. T Hinds is requesting an updated equipment replacement fund schedule from Schuh/Ayres.

Motion by S Marquardt/Borchert to approve and recommend to the Village Board for their approval, Amendment #1 to the Agreement for the WWTP funding preparation. Motion voted and carried.

Third and Fourth Street extension were discussed with review of bid from Tenor Construction. Discussion on front foot assessment for sewer main, laterals. Rick Peters has verbalized to the clerk that he is in agreement with the installation to his property. Discussion on the storm water ponds and necessity for storm water management plan. Schuh will work to provide recommendations.

Sidewalk Replacement: This will not be completed until 2025. Letters need to be sent to determined property owners before the end of year. Public Works to confirm the addresses and get to clerk.

Well Rehab: Two bids have been received. Well 2 must be rehabbed in 2025. T Earley is checking into Well 1 date. Plan will be developed and budgeted.

Miscellaneous: Nothing

Items for next meeting: Well Rehab, Sensus Meter Update. 3<sup>rd</sup>/4<sup>th</sup> Street lateral and service discussion with property owners.

Next meeting, Wednesday, October 8, 2024 @ 10:00am.

Adjournment: Motion S Marquardt/Borchert to adjourn at 12:06 pm. Motion voted and carried.

Respectfully submitted, Jodi A. Marquardt, Clerk/Treasurer