

Village of Lena
117 E. Main St., Lena, WI 54139
Public Works Minutes
October 8, 2024, 10:00 a.m.

Meeting was called to order.

Roll call: Robert Borchert, Steve Marquardt, Craig LeFebre

Also present: Terry Earley, Tyler Schmit, Terry Hinds, Jodi Marquardt, Criag Schuh-via phone

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 September 4, 2024, meetings: Motion made by S. Marquardt/LeFebre to approve the minutes from September 4, 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: A small claim has been filed by Marilyn Marquardt for \$2500. Atty Terence Bouessa is aware of and handling the situation. Schuh was advised of the need to prepare documentation and project files with witness. A meeting will be scheduled as needed.

Ayres Update: The CWF loan application with plans and specs was applied for on September 27. Plan review will be scheduled with Ayres and Applied Technologies on October 14. 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.

DNR Non-Compliance: A letter was received from the DNR stating our non-compliance with toxicity at WWTP. A plan needs to be implemented with prevention and remediation in the letter and sent within 60 days. Earley has attempted to secure assistance to work through this process and will work with Schuh for more information.

The Sewer cash flow has been greatly impacted with billing for contract planning services for WWTP upgrades prior to financing being received. A question was raised about deferring payment to Ayres until the financing is received.

Utility Report: September utility report was informational. The weeds to the north of Main have been cared for by the Railroad, but not to the south. Clarification needed from the Railroad for maintenance of weeds on the gravel bed. Tyler has been in contact with the Railroad. Leaf collection will begin October 14. Oil was changed on the generator. Hydrant flushing will be scheduled soon. Work is being done to improve the control of the flows at the WWTP. Salt will be gotten as needed from Oconto County to decrease storing excessive amounts of salt.

Discussion on proceeding with licensing and certification of water and sewer for Tyler and Terry completing his sewer license.

Astrea Building: Several attempts have been made to reach the correct contact at Astrea without response. If there is no response within 1 week, they will be charged daily for their building of disrepair on Village property.

Bug Tussel Agreement: A discussion was held with the Finance committee for proceeding with internet and fiber optic pedestal at the WWTP with the ability for the WWTP to be serviced with internet services on a monthly plan. The agreement will include a monthly charge to Bug Tussel for the pedestal placement and electricity. This is being forwarded to the Village Board for further discussion

Influent/Effluent Flows: Informational.

Monthly Expenditures: Informational.

2025 Budget: Review of the proposed budget for Public Works, Water and Sewer. This will be forwarded to the Finance Committee for review and Village Board 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: T Earley is checking into rehab plan. Well 1 date. Plan will be developed and budgeted.

Maintenance Plan: Village Property needs to be maintained, with proper maintenance equipment. A plan and schedule need to be created and removal of non-used, not functional equipment and current needs to be determined.

Ice Rink: Oconto County gave bid of about \$20,000 for paving the ice rink. Discussion held with no action.

Miscellaneous: Nothing

Next meeting, Tuesday, November 12, 2024 @ 10:00am.

Adjournment: Motion S Marquardt/LeFebre to adjourn at 12:34 pm. Motion voted and carried.

Respectfully submitted, Jodi A. Marquardt, Clerk/Treasurer