

**Village of Lena**  
**117 E. Main St., Lena, WI 54139**  
**Public Works Minutes**  
**January 14, 2025, 10:30 a.m.**

Meeting was called to order.

Roll call: Robert Borchert, Steve Marquardt, Craig LeFebre

Also present: Terry Earley, Tyler Schmit, Jodi Marquardt, Craig Schuh-Ayres Associates

Approval of Agenda: Motion made by S Marquardt/LeFebre to approve the agenda, with note of date year to 2025 and change in sequence as needed. Motion voted and carried.

Approval of the Minutes from December 16, 2024, January 8, 2025, meetings: Motion made by S. Marquardt/Borchert to approve the minutes from December 16, 2024, January 8, 2025, meetings, as presented. Motion voted and carried.

Public Comment/Complaints: A complaint was raised regarding salting for private properties. Salt/snow removal is being done and charged to properties who do not complete as per ordinance. It is not a curtesy service from the Village. Tyler Schmit will address. All Village Public Works employees must wear high-visibility clothing when working throughout the Village, according to insurance.

Ayres Update: Schuh reported the WWTP plan was approved, on 12/20/24, for proceeding with WWTP improvement project. A meeting will need to be scheduled with Public Works, PJ Kortens and Advanced Technologies to coordinate controlling both the water and sewer plants from both sites. WWTP upgrades timeline: posting for bids will be January 24/31, 2025; pre-bid walk through Feb 12, 2025; bid opening February 27, 2025; next Public Works meeting March 4, 2025. Discussion on the soil borings required for the WWTP project. A motion was made by S Marquardt/LeFebre to approve proposal from ECS for soil boring for the WWTP project for \$4600. Motion voted and carried.

DNR Toxicity Testing: Discussion held regarding preparation of a TRE plan, current test results and changes in the WWTP to aid in improved toxicity test results.

Water Treatment Plant: Terry will call to proceed with a meeting with TONKA for an inspection of our plant and training in the water treatment plant operations.

Utility Report: December utility report was informational. One of the new manholes on Third St is leaking and will be fixed by the contractor in Spring. The electrical board for the M200 Flowmeter on Well 2 needs to be replaced. Motion by S Marquardt/LeFebre to approve the replacement of the electrical board for Flowmeter on Well 2 in the amount of \$1231.25. Motion voted and carried. Clarification was shared that the samplers were required to be turned on a Sunday due to the holidays. This was noted on timecards with explanations. Terry Earley plans to attend the Rural Water Association conference March 25-28 in Green Bay. Tyler Schmit will take the water license testing in March.

Influent/Effluent Flows: Informational.

Lead and Copper: Terry Earley is meeting with Jacobs Engineering, a company who is contracted through the DNR, to assist in corrective action. No cost to the Village.

Water Heater at Water Treatment Plant: Tyler Schmit is working to get another quote for replacement.

Sidewalk Replacement: Meeting was held with property owners. The timing of the project depends on the weather.

Miscellaneous: Lisa Staidl planted and watered lawn through September and is requesting a sewer adjustment on her current bill for this reason.

Next meeting, Tuesday, February 11, 2025 @ 10:30am.

Adjournment: Motion by LeFebvre/S Marquardt to adjourn at 12:33pm. Motion voted and carried.

Respectfully submitted, Jodi A. Marquardt, Clerk/Treasurer