

**REGULAR MEETING**  
**June 12, 2023**  
**MINUTES**  
**6:00pm**

**CALL TO ORDER**

- 1) The Regular Board Meeting on June 12, 2023 was called to order by President Steve Buss at 6:00pm.

Board present: Steve Buss, Claudia Simpson, Christin Keeffer, Brian Peight, Les Nielsen, Dean Rood, Brandon Smith, and Nicole Callos. Not present: Cathy Stevens. Also Present: Brian Nott, Tom Green, Kory Polhill, Louise Workinger, Nick Bergman

**PLEDGE OF ALLEGIANCE**

- 2) **APPROVAL OF MINUTES – May 8, 2023**  
On a motion by Smith second by Peight to approve the minutes from the May 8, 2023 Board Meeting. ALL AYE.
- 3) **APPROVAL OF BILLS PAYABLE REPORT**  
On a motion by Keeffer second by Smith to approve the Bills Payable Report. ALL AYE.
- 4) **TREASURER'S REPORT ACCEPTANCE**  
Callos presented the Treasurer's report for the month of May. On a motion by Peight second by Nielsen to accept the Treasurer's report as presented. ALL AYE.
- 5) **PUBLIC PARTICIPATION**  
There was no public participation at this time.

**COMMITTEE REPORTS**

**FINANCE & ADMINISTRATION, HEALTH & ENVIRONMENT, TRANSPORTATION & PUBLIC IMPROVEMENTS, ZONING & PLANNING - NO REPORT**

- (A) **VILLAGE ENGINEER**  
Nott reported the following: Lena Storm Structure and curb and gutter repair are looking to go to bid on July 6<sup>th</sup>. Street patching as well on July 6<sup>th</sup>. Leet, School and Williams st should also be bid on July 6<sup>th</sup>. Dayton st bid is still being worked on (upgrade to 80,000 pounds). Buss stated that the Board will hold a special meeting for approval of projects waiting on bids. Lena Drive-in is still in process. Nott will be working on the MFT cleanup with Nicole. Lake Road sewer easement is completed and will be up for Lawyer's review. Shippee road is in process with Porter Brothers. Buss stated that TIF 1 is done in December, and projects need to be chosen by September. Green explained that the Village has one year from the time the TIF money is collected to use it.
- (A) **ATTORNEY'S REPORT**  
Green reported the following: The Village already has a resolution concerning work in the right of way, although this could be modernized. Fees for having an engineer on site can be passed onto the entity requesting a work in the right of way permit. Green clarified that the Village should have a permit application drafted with the necessary contingencies, including the specified area that will be worked. Callos had gathered permit examples from the County. Callos stated that Ifiber has been making residents aware that they will be doing work in the Village, but have not began working at this time. Ifiber is aware that they will need approval. Green addressed undocumented zoning within the Village; he would like an ordinance to be approved at the ZBA meeting July 6<sup>th</sup>.
- (A) **PUBLIC SAFETY**  
Keeffer reported that all officers are trained and the department is fully staffed. Truck routes are posted and no issues have been reported. Taste of Lena went well. LBPA is supporting the National Night Out from 5-8pm on August 1<sup>st</sup>.
- (A) **WATER & SEWER**  
Smith reported that he has the sewer price index for water and sewer that had gone up 7.7%; the ordinance caps at a 5% increase, which is approximately a \$1.61 increase to water bills beginning in July.

## NEW BUSINESS

- 6) **DISCUSS/APPROVE ORDINANCE #23-437 AMENDING CHAPTER 3 ALCOHOLIC BEVERAGES TO GIVE COACH'S AND SUGARBAKERS CLASS A LICENSES**  
On a motion by Peight second by Smith to approve Ordinance #23-437. Smith abstain. Keeffer, Peight, Nielsen, Rood approved. Motion Passed.
- 7) **DISCUSS/APPROVE WORK IN THE RIGHT OF WAY PERMIT ORDINANCE #23-438**  
This will be discussed and approved at Board level at the Committee of the Whole Meeting in June.
- 8) **DISCUSS/APPROVE LASER GRANT**  
On a motion by Keeffer second by Peight to approve the LASER grant for \$1000. ALL AYE.
- 9) **APPROVE MFT CLOSEOUT GM 2021 MFT PROJECT**  
Nott explained when MFT work is done the State wants to know how much money was spent and that this is necessary to balance the books. On a motion by Peight second by Keeffer to approve MFT Closeout. ALL AYE.
- 10) **DISCUSS/APPROVE LUCAS GROUP A VILLAGE OF LENA'S ACCOUNTING FIRM**  
Rick Heinrich has retired and the Village was in search of a company to do their accounting. On a motion by Smith second by Keeffer to approve Lucas Group as the Village Accounting Firm. ALL AYE.
- 11) **DISCUSS/APPROVE EMPLOYEE HEALTH INSURANCE CONTRIBUTIONS**  
To be discussed at the committee of the whole meeting.
- 12) **APPROVAL OF RESOLUTION #23-242 DISPOSAL OF EXCESS AND UNUSABLE POLICE PROPERTY**  
Green explained that a resolution is required to get rid of any items obtained by the police department including old equipment. Chief Gift also will be donating bikes that have been found over the years. On a motion by Smith second by Peight to approve resolution #23-242 allowing disposal of excess and unusable police property. ALL AYE.
- 13) **DISCUSS/APPROVE UNKNOWN ZONING AREAS**  
Discussed during attorneys report.
- 14) **APPROVAL OF NEW ZBA MEMBER TOM CHILES**  
On a motion by Keeffer second by Peight to approve Tom Chiles as the new ZBA Member. ALL AYE.
- 15) **DISCUSS/APPROVE RODNEY DIETZ FOR TUCK POINT REPAIRS FOR VILLAGE HALL**  
On a motion by Nielsen second by Peight to approve Rodney Dietz bid for Village Hall for \$1,650 and not to exceed \$3000. ALL AYE.
- 16) **APPROVE H&S LANDSCAPING CONCRETE BID FOR DOWNTOWN PAVILION**  
On a motion by Peight second by Smith to approve the H&S Landscaping concrete bid for the Downtown Pavilion in the amount of \$6,250 not to exceed \$8,000. Keeffer Abstain. Peight, Neilsen, Rood, Smith Approved. Motion Carried.
- 17) **APPROVE LABOR BID FROM BONEBRIGHT CONSTRUCTION FOR DOWNTOWN PAVILION**  
On a motion by Smith second by Keeffer to approve the Labor Bid from Bonebright Construction for the Downtown Pavilion in the amount of \$9,584 and not to exceed \$10,500. ALL AYE.
- 18) **APPROVE SPAHN & ROSE MATERIAL BID FOR DOWNTOWN PAVILION**  
On a motion by Keeffer second by Smith to approve the Spahn & Rose Material Bid for the Downtown Pavilion in the amount of \$11,640.60 not to exceed \$13,500.

## WELFARE OF THE VILLAGE

Gift wanted to organize Police Officer introductions at upcoming meetings.

The Board will be organizing a tour of the water and sewer plant. July Cow potentially 4:30.

Buss announced a Public Hearing at the July regular board meeting for appropriations and annex agreement.

## ADJOURNMENT

- 19) On a motion by Smith second by Peight to adjourn the June 12, 2023 Regular Board Meeting at 6:56pm.  
ALL AYE.

CLAUDIA SIMPSON  
VILLAGE CLERK

STEVE BUSS  
VILLAGE PRESIDENT