

**Regular Village Board Meeting - Minutes**  
**Village of Almena**  
**December 8, 2020 • 7:00 PM**

President Rayment called the meeting to order at 7:00 PM

**Present:** President Rayment; Trustees: Hellmann, Jensen, Pichelman, Rockow, Roff, Stefczak. Also present: Chief of Police Gabe, Public Works Director Becker, Clerk/Treasurer Bauer, SEH representatives Mike VanGilder & Katie Jo Jerzak

**Approve Minutes:** Motion to approve the minutes of the November 10, 2020 Regular Board Meeting: Hellmann, Second: Pichelman, all in favor. **Motion carried.**

**Public Comments:** **1)** Resident request to have Enter/Exit signs for Village Hall parking lot. Pavement markings will be added when parking lot is repaved in spring **2)** Recycling container currently located in Village Hall parking lot will be moved to Village Shop parking lot 1<sup>st</sup> of year. Signs and newsletter will be used to communicate this change **3)** Question in regards to need for an Almena food pantry. Follow up with Barron and Turtle Lake for more information.

**Police Report:** Chief Gabe reported very busy month; officers called to help with suicidal subjects and transportation to hospitals; several domestic calls, one resulting in an arrest; 4 domestic calls to one address, a new resident, landlord to be contacted; arrested a resident that had a nation-wide arrest warrant for sexual assault; traffic stop that resulted in a drug arrest; issued 8 parking tickets for violating overnight parking restrictions; call in regards to missing woman and baby investigated as a possible abduction, the subjects were eventually found; Officer support rates to increase in 2021 to \$47 per hour.

**Public Works Report:** **1)** Christmas lights have been put up in the Village **2)** Sewer lines have been jetted and cleaned **3)** Plow blade for Public Works truck has been ordered **4)** Working on bids for payloader to present in January

**Clerk/Treasurer Report:** **1)** Approve claims dated November 10, 2020 – December 7, 2020; Check #1341 thru #1388 as presented and summarized. Motion to approve claims as submitted: Jensen, Second: Stefczak, all in favor. **Motion carried.** **2)** Real Estate taxes have been finalized. Mailing will begin next week **3)** Per the results of the questionnaire recently sent out, 65 water/sewer accounts would like to switch to monthly billing. In addition, 63 accounts were more than 30 days past due so would automatically switch to monthly billing. Therefore, approximately 130 accounts out of total 320 (40%) will be moving to monthly billing. This change will take 4-6 additional hours monthly to generate and manage billings. Monthly billing would start in January for the indicated accounts.

**Unfinished Business:** **1)** Katie Jo Jerzak with SEH provided a project status update. Last month was mostly electrical work. Waiting for the ponds to fill to fully test. Vendors will conduct on-site follow up training in a couple of months. Base for electrical pole was installed in the middle of the driveway. Contractor will be moving it closer to the building. Construction is approximately 90% complete. **2)** Construction change order #5 relocate and patch original sample and chemical feed carrier conduits in the blower building \$920; Construction change order #6 install plug valve, box and operator to control effluent flow \$3,453; Construction change order #8 additional electrical work due to final well location and configuration \$6,195. Motion to approve change orders as submitted: Hellmann, Second: Roff, all in favor. **Motion carried.**

**New Business:** **1)** Consideration of RJ Jurowski Contractor's Application for payment for wastewater treatment plant construction activities in November 2020. Draw request totals \$609,354.70. Motion to approve Contractor's Application for payment: Hellmann; Second: Jensen; All in favor. **Motion carried.** **2)** January caucus for President and 3 Trustee positions is scheduled for Tuesday January 12, 2021 at 6pm with election to be held on April 6, 2021. **3)** Reviewed proposals for electronic payments for utility bills. Cost to the Village will be approx. \$1100 annually with associated usage fees paid by the utility customer. Motion to move forward with Point and Pay for electronic payment services: Hellmann; Second: Jensen; All in favor. **Motion carried.**

**Adjourn:** No further business. Motion to adjourn: Hellmann, Second: Jensen, all in favor. **Motion carried.**