

January 15, 2024--- (Unapproved minutes)

Village of Stetsonville

CAUCUS 1/15/2024 4:00 pm

**The Pledge of Allegiance was recited before the caucus.**

The caucus was called to order at 4 pm by Village President Greg Brunner. He appointed Al Riemer as the presiding officer as Brunner is on the ballot this spring.

Nominations were taken for village president: Marsha Duellman nominated Will McCarron and he respectfully declined the nomination. M/2<sup>nd</sup> Stephanie Bohn/Joseph Dowden to nominate Greg Brunner for village president. All ayes, motion carried.

Nominations were taken for (2) village trustee seats. M/2<sup>nd</sup> Bohn/Duellman to nominate Will McCarron for seat 1. M/2<sup>nd</sup> Brunner/McCarron to nominate Joseph Dowden for seat 2. All ayes, motion carried.

There being no further nominations, the caucus was adjourned. m/2<sup>nd</sup> Bohn/McCarron, all ayes, motion carried.

**Regular monthly board meeting 1/15/2024**

The meeting was called to order at 4:10 pm by President Greg Brunner. Present were Brunner, Joseph Dowden, Stephanie Bohn, Will McCarron, Al Riemer, Jay Jochimsen, Doug Klemm, and Clerk/Treasurer Jan Tischendorf. Also present were Nannette Monklein and Marsha Duellman.

The meeting was posted according to statutes.

**Motion to approve minutes of December 2023 meeting:** M/2<sup>nd</sup> Riemer/Dowden. All ayes, motion carried.

**\*\* Anyone other than board members, wishing to speak at a meeting must ask to be put on the agenda.\*\***

**Old business:** property maintenance issues—Clerk reported that Mr. Christensen stopped at the office and said he would be contacting the owners of the offending properties.

**CTH A meeting report**-it was reported that there were interested citizens attending and asking questions regarding the CTH A project that will be done in Summer

**Emergency Management Book update**-Discussed were attachments to be made to the plan including safe havens sites being the Sacred Heart Catholic church, Zion Lutheran church and Centennial Community Hall. These amendments will be made once we find out what to actually do to amend the book from the county emergency department head.

**New business: Prevail Bank**-Greg Brunner, along with Jan Tischendorf, presented the information given to them by Renee Leinfelder of Prevail bank regarding interest rates on all of the funds. This will mean that the present checking and savings accounts will be moved from Abbybank to Prevail Bank. Ms. Leinfelder assured the village that the move would be easy as the bank will handle many of the automatic transfers and withdrawals. M/2<sup>nd</sup> Riemer/Dowden to move remaining funds to Prevail bank soon. (Noted that McCarron withdrawn from conversation as he has relatives at both competing banks)

**TIF Loan signatures at Prevail Bank**- M/2<sup>nd</sup> McCarron/Bohn to add Jan Tischendorf and Al Riemer to the signature cards for the present TIF loans at the Prevail Bank. Former employee Shawn Sullivan is still on the cards. All ayes, motion carried.

**Street Concern:** A concerned citizen asked the board to look at the street situation/parking at the corner of E. Swift and STH 13, citing the narrow street in regards to safety. It was noted that it is one of the first streets plowed because of early morning business at the store. There was discussion on it by the board; Jay will contact the Niemuth Implement store to see if they can park their employees in a different spot, rather than installing "no parking" signs.

**Employee evaluation**-Jay Jochimsen, evaluation notes in file. A raise granted, m/2<sup>nd</sup> McCarron/Dowden. All ayes, motion carried. It was noted that Jay is nearing completion of municipal water certification and less help is needed from the City of Medford, but will keep them on standby as always per contract.

**Clerk Treasurer report** is attached. Included are bank funds, funds spent, utility report, and garbage collection report. It was reported that there were at least five possible shut offs. Taxes are being collected as expected. Audit is set for Jan. 24-26, 2024 with Clifton, Larsen and Allen. It was m/2<sup>nd</sup> Bohn/McCarron, to approve report. All ayes, motion carried.

**Municipal wastewater/water reports** by Jay Jochimsen/Doug Klemm. Report is attached. All test results are within required guidelines. Included in report is test reports, Jay is taking over most of the water business after Jan 1, 2024 and Medford is still doing the DNR reports, north lift building is working fine, issue with Hydrant #7, sludge removal is stopped now for season until spring, and actuators are on order.

**Street and Maintenance report**- Jay Jochimsen/ Doug Klemm. Report is attached. Included in report. Snow plowing season has started-will plow when over 2" on ground, discussion of known dog defecating in park, STH 13 culvert south of Mink Ave summer replacement, and report on repair of black truck-encouraged board to start budgeting/looking for a replacement in near future M/2<sup>nd</sup> to accept both reports- Riemer/McCarron. All ayes, motion carried.

**Bill payment**- vouchers 29113 through 29168 and EFT 01 through 01-28, were approved for payment. M/2<sup>nd</sup> Dowden/Riemer All ayes, motion carried.

Riemer and Dowden both stated that they will be unavailable for the February 12, 2024 board meeting-the meeting will be held as there will still be a quorum available.

**Adjourn**, m/2<sup>nd</sup> Bohn/McCarron. All ayes, motion carried. Next meeting: 2/12/2024 at JMTM library community room.

/s/ Jan Tischendorf, Clerk/Treasurer

**Next meeting is Monday, February 12, 2024 at 4 pm at the Jean M. Thomsen Memorial Library.**