

**October 7, 2024--- (Unapproved minutes)
Village of Stetsonville**

The meeting was called to order at 4:00 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 was Craig Nelson and Jeremiah Wendt of SEH Engineering.

The meeting was posted according to statutes. Flag pledge was recited.

Motion to approve minutes of September 2024 meeting: M/2nd 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.

Public comment: There were no public comments.

Old business: property maintenance issues—Clerk reported that Mr. Christensen sent an email saying he had no report but would be following up next week with issues and that this is a busy time of year for him.

Wastewater (Regionalization project) w/City of Medford-Jeremiah Wendt of Short, Elliot and Hendrickson (SEH)

Engineering was present to answer any questions about the agreement that needs to be completed in order to start the facilities study. This agreement, was signed-- M/2nd to McCarron/Dowden . All ayes, motion carried. This agreement is necessary so that the funding requests can be made to the three different entities. The facilities plan cost is \$51,900 and the cost for that will be included in the request for grants to be paid back to the village when this regionalization project happens, more than likely in 2027.

The Intent to Apply (ITA) was also signed, m/2nd Riemer/Bohn, All ayes, motion carried. Both forms were sent along with Jeremiah Wendt.

TAP Award – The agreement was signed at the last meeting. The board needs to complete the online Sponsors Guide to Non-Traditional Transportation Project Certification Training. Once this is completed, then the design consultant can be picked.

Meeting date changes- November meeting will be held one week earlier, November 4, respectively as there are conflict with board members being unavailable. Please note this.

New business- Budget work and library budget discussion. A meeting will be set for Monday, Nov 4 at 3:30 pm with the village board and the library board to discuss library business and budget figures. This will precede the regular monthly board meeting and the budget hearing and adoption meeting. The clerk made a request to the library director and the fire chief for budget numbers before today's meeting and did not receive information from the library.

Trick or Treat Hours-are set for Thursday, October 31 from 4 pm to 6 pm. Those wishing to participate should leave their porch lights on to invite trick or treaters.

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. Clerk Jan T advised the board again that the village needs to start thinking about the balloon payment on the TIF district due in March 1, 2026, as it has not performed as expected when it was set up. Refinancing will be necessary. m/2nd Bohn/Dowden to accept clerk/treasurer 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—city of Medford doing DNR paperwork at the water plant and that is working out well, hydrant flushing again in October, circulation pump in tower repair is on deck, the TONKA filter will be regenerated, sludge removal with AMS still working, and fence is complete at North Lift Station.

Street and Maintenance report- Jay Jochimsen/ Doug Klemm. Report is attached. Included in report—possible replacement of a tree at pond, curb painting in spring now, transfer switch at shop for generator, ditch work to be done soon. M/2nd to accept both reports, McCarron/Reimer. All ayes, motion carried.

November meeting- Jay Jochimsen mentioned that he will not be at the meeting, but Doug Klemm will be giving the reports for the DPW. Reminder that meeting is early and budget meeting will precede the regular November meeting at 4 pm after the library board meeting.

Bill payment- vouchers 1289 to 1326, and EFT 10-01 to 10-15, were approved for payment. M/2nd Dowden/Bohn.. All ayes, motion carried.

Adjourn, m/2nd Riemer/McCarron. All ayes, motion carried. **Next meeting: 11/4/2024 at JMTM library community room.**
/s/ Jan Tischendorf, Clerk/Treasurer

**Next meeting is Monday, November 4, 2024 at approximately 4:15 pm at the Jean M. Thomsen Memorial Library.
Note one week earlier than usual. Budget meeting will beheld at 4 pm.**