

**October 9, 2023 (Unapproved minutes)**

**Village of Stetsonville**

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

The meeting was posted according to statutes. The Pledge of Allegiance was recited.

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

**Public Comments:** Nannette Monklein asked about the issues at the property on East Mink Avenue/multiple driveways.

**Old business: Lights at the American Legion concession stand/ball park area-** Doug Klemm reported that the Legion group is looking at adding lights at each gable end.

**Property maintenance issues-**no updates per Bob Christensen's email to clerk.

**130 N STH 13 water ordinance violation,** the party has made contact with the village but has not remedied the problem fully yet. The property needs to pay all fines/fees/water bill in full to get the water turned back on at the property.

**Sidewalk update,** the application (Jay Wheaton) for the SAFER program is due near the end of the month. Clerk Tischendorf sent email requests to the two churches and the library director asking them to send letters of support for the sidewalk project in regards to their location/activities at their respective establishments.

**DNR Eau Pleine findings,** the report was received Sept 18 finally, after repeated requests from the DNR-Robert Hoffman. The case is in the DNR's hands now, it is not a village issue.

**Budget items,** Board members were given a YTD profit/loss report. Clerk reported that the allowable levy is only about \$300 more than last year, limited by the lack of new buildings in the village/value growth, possibly requiring a referendum on the 2024 ballot. Jan will contact the county clerk to ask what is the procedure to get this on the ballot. The village is limited in funds for repairs and maintenance on the village, and this might be the solution to keep the village in good repair. There was also the discussion on the TIF lifespan, that was to be the tax money coming in and the TIF is not being developed as promised by the purchaser of the land. The TID was created 1/1/2013. The balloon payment on the TID loan is due March 1, 2026.

**New business: Emergency Management Book update-**all the board members have seen the book and a few items will be added at the November meeting to update emergency procedures.

**Shop addition--** Riemer shared a updated drawing for the shop addition; he shared an estimate with the board members. The addition allows for an extra bay and offices at the present shop. There was considerable discussion on the bidding process required.

**FEMA ordinance-** Mia Van Horn contacted President Greg Brunner about an updated "Flood Plain Ordinance" for the village. She will update it free of cost to the village. Action must be taken between mid-November and mid-December to satisfy the FEMA requirements. The village will opt out of the X175 language in regards to the existing structures by m/2<sup>nd</sup> McCarron/Dowden to update this ordinance. All ayes, motion carried.

**Water Utility rate increase-** the board has previously discussed increasing the water utility rates in previous years with no action. After consulting with the village's auditor, it was advised to apply for the "simplified rate increase" which allows for a flat 8% increase. The village does qualify for the simplified rate increase based on the cash flow of the water utility, which is from information from the annual PSC reports filed with the State of Wisconsin by the village's auditor. This would apply to the public fire charge, which is a fund for the upkeep of hydrants, water system, and water tower (not a fire department fund as the name sounds like!), and water utility. Sewer rates would not be affected. There has not been an increase since 2018, and given the overall cost of living increases, the board felt that it was necessary. If the board went for a lesser increase as previously discussed, there would be a substantial cost for the application and consultant to apply for the rate increase. Clerk Tischendorf was advised to pursue the simplified rate increase application process with the Public Service Commission, with it tentatively being in place by 1/1/2024, given that all deadlines can be met within that time period. M/2<sup>nd</sup> to Dowden/Bohn. All ayes, motion carried.

**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 seven possible shut offs. Jan will be attending two separate education events in October and that "office closed" time is posted on the door and on the website. It was m/2<sup>nd</sup> Bohn/Riemer, to approve report. All ayes, motion carried.

**Municipal wastewater/water reports** by Doug Klemm/Jay had excused absence. Report is attached. All test results are within required guidelines. Included in report is testing, lead and copper testing, hydrant flushing, North lift station is complete, actuators on order, sludge removal progress report on wastewater ponds, generator purchase for north lift station, also discussion about power board from lift station to move to pond area.

**Street and Maintenance report** Doug Klemm-Jay had excused absence. Report is attached. Included in report, Street sweeping, tree limbing, Dahl building site, fish in pond, Generator quote. m/2<sup>nd</sup> to accept both reports McCarron/Dowden. All ayes, motion carried.

**Bill payment-** vouchers 28838 through 28887\*\* and EFT 09-10 through 09-13 and 10-01 through 10-18, were approved for payment. M/2<sup>nd</sup> Dowden/Riemer. All ayes, motion carried. A bill for limbing tree at library will also be picked up by village.

**Adjourn,** McCarron/Bohn. All ayes, motion carried. Next meeting: 11/13/2023 at JMTM library community room.

/s/ Jan Tischendorf, Clerk/Treasurer

**Next meeting is Monday, November 13, 2023 at 4 pm at the Jean M. Thomsen Memorial Library.**