August 11, 2025--- (Unapproved minutes)
Village of Stetsonville

The meeting was called to order at 4:00 pm by President Greg Brunner. Present were Brunner, Tyler Lemke, Stephanie Bohn, Will McCarron, , Al Riemer, Jay Jochimsen, Doug Klemm, and Clerk/Treasurer Jan Tischendorf. Also present were Marsha Duellman, Alex Zenner, Brian Wilson-Star News, Travis Blume, and from Short Elliiot, Hendrickson were Dave Walter and Brea Grace.

The meeting was posted according to statutes.

Motion to approve minutes of July 21, 2025 meeting: M/2nd Lemke/Bohn. 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: Marsha Duellman- said she wanted to wait for Bob Christensen regarding property maintenance issues to appear but he was not there yet, so she didn't comment.

Old business: Regionalization project—Dave Walter and Brea Grace from Short, Elliot and Hendrickson gave a presentation on the next steps of the Regionalization project. A contract for $33,000 for topographical survey was signed, m/2nd McCarron/Riemer, all ayes, motion carried. This is one of the first steps in procuring loans and grants for the project. Alex Zenner was also available as representative for the City of Medford. Dave described the time line needed to follow to get the project rolling and Brea spoke on the funding aspect of the project. If the project rolls out as it expected, bids will be advertised for in January 2027. With the signing on the survey contract, the survey will start as soon as the schedule allows to keep the project moving.

Fire/Vet Memorial- Al Riemer reported on the progress of the Memorial located on the NW corner of STH 13 and CTH A. Concrete, donated by Peterson Concrete, will be poured on Wed. 8/13 and block will be laid the following week. The project is being paid for by the Village, Fire Dept and the Legion- with volunteer hours donated.

Property Maintenance Update-Robert Christensen updated the board on the process of setting up an ordinance to create an "ordinance enforcing officer" to actually enforce ordinances, write citations, and collect fines. The village will contact RuthAnn Koch, village attorney for verbage to assist in drafting the document. This will be on the September agenda.

Citizen comment review- persons wishing to speak for public comment must contact clerk no later than five days before the meeting to be included on the agenda with the topic that they wish to speak on.

New business- Tif Loan is due in March 2026. Clerk will contact the local financial institutions to get a rate for the loan that is due to ballon in March 2026.

Medford City Utility contact- was signed M/2nd Bohn/Lemke. The contract is for the City of Medford Utility to do the lab work and to help with the utility program when necessary. All ayes, motion carried.

Medford Coop Propane, no proposal was received. That will be on the September agenda.

Emergency Management meeting Thurs Aug 28 at 10 am at courthouse. A rep of the village board is planning to attend.

Closed session- it was m/2nd to go into closed session Bohn/Lemke. Discussed was employee evaluation and facility plan. M/2nd to go out of closed session. M/2nd Bohn/McCarron.

Clerk Treasurer report is attached. Included are bank funds, funds spent, utility report, and garbage collection report. Clerk reported that she has been working on preparing clerk manual for clerk/treasurer replacement. Also mentioned was that there are seven accounts with warning disconnection for utility service. It is often the same accounts every other month. M/2nd McCarron/Lemke. All ayes, motion carried. Also noted as a correction to the next newsletter that trash prices are as follows: kitchen trash bag $3; large black 30 gal bags and over are $5; and barrels are $5 also. People have been trying to pass the large bags off as the $3 bag price.

Municipal wastewater/water reports by Jay Jochimsen and Doug Klemm. Report is attached. All test results are within required guidelines. Included in report is all is going well with City of Medford assisting, hydrant flushing, lead and copper tests coming up, , well #2 is down-waiting on parts, AMS is finishing up sludge removal in wastewater ponds, question about what to do with WWTP buildings, SEH report, manhole repairs starting soon.

Street and Maintenance report- by Jay Jochimsen and Doug Klemm. Report is attached. Included in report—blacktop patching, painting curbs is complete, CTH A patching, and repair of catch basins on North Cherry Street. M/2nd to accept both reports, Bohn/Riemer All ayes, motion carried.

Bill payment- vouchers 1720 through 1749, and EFTs 08-01 through 08-17 were approved for payment. M/2nd McCarron/Lemke All ayes, motion carried.

Adjourn, m/2nd Riemer/Lemke. All ayes, motion carried.

/s/ Jan Tischendorf, Clerk/Treasurer

Next meeting is Monday, Sept 8, 2025 at 4:00 pm at the Jean M. Thomsen Memorial Library.