

**Village of Ettrick
Regular Meeting Minutes
October 1st, 2024**

The Regular Meeting of the Village of Ettrick Board of Trustees was called to order at 6:00 p.m. by Village President Marc Baures. Roll call was taken and the following were present: Trustees Kaylee Waldvogel, Dan Molstad, Harold Olson, Dana Stoner, Baures, Public Works Director Courtney Kotlarz, Village Clerk Jane Jensen, Village residents Gary Capouch and Janice Kolve and Andrew Dannehy of the Trempealeau Co. Times. Trustees Josh Hanson and Pete Filla were absent;

The board opened with the Pledge of Allegiance;

Jane Jensen verified that posting requirements were met;

(10) Minute Open Forum;

Janice Kolve reported that the property at 15470 E. 3rd St. is vacant and the home of many stray cats. She said that the people responsible for the property are feeding stray cats and now the cats are multiplying. Marc Baures said that the village is trying to address the ongoing problem with stray cats. He noted that it is illegal to shoot or trap cats which makes it very difficult to dispose of them legally. He told Ms. Kolve that the village will send a letter to the owners of the property asking them to refrain from feeding the cats;

Gary Capouch was present to request exception to the terms of Zoning Ordinance #308, requiring 7500 square feet minimum lot size per dwelling unit. He stated that the lot he owns at 15640 E. Judd St. is approximately 5,000 square feet and does not meet the lot size requirement. He said that approximately 20 years ago he removed the small mobile home that was on the lot and was then told that he could not replace it because of the ordinance. He contends that the lot was established before 1982 when the ordinance was drafted, and therefore should have been grandfathered in. He said because the village installed water and sewer on the lot, they implied that the lot should be used for a home. He is now requesting permission to install a small manufactured home on the lot. Marc Baures asked Gary to submit his request in writing with documentation of his arguments and the matter will be placed on the agenda for the November meeting. Jane Jensen asked Gary to submit any documentation he has to support his statements;

Report from the Public Works Department;

Courtney Kotlarz reported that there were no new proposals submitted for sealant and paving at Dusso Park. He received a quote from Farner, a Division of Mathy Construction Co., of \$9,375.00 for sealant and an estimate of approximately \$2,200.00 to restripe the parking spaces. He said that they cannot begin the project until spring of 2025, but Farner will honor the estimate. Harold Olson asked to table the matter until spring;

Marc Baures said there is nothing new to report on the culvert project at Bridge Street and West Avenue;

New Business

A motion was made by Dan Molstad seconded by Harold Olson to adopt Resolution #24-03 to change the date of the regular meeting of the Village Board of Trustees from the November 5th Election Day to November 12th, 2024 at 6:00 p.m. The motion carried 5 to 0;

Marc Baures reported that he received an inquiry about the purchase or lease of the village landfill property on Whalen Road. Harold Olson stated that the property is and has been used as a bio-solid waste disposal site. He also noted that because it was used as a garbage disposal site in the past, the village cannot sell or lease the area;

Old Business

Marc Baures gave an update on Davy Engineering's proposal of \$17,500.00 for a Water Quality Trading Agreement to perform the WQT investigation and report work necessary for meeting phosphorous discharge limits at the Wastewater Treatment Plant. He noted that he did not get any additional quotes to complete the work. He said he received clarification from Davy Engineering and the \$17,500.00 proposal is for the worst case scenario, and could come in lower. Davy Project Engineer Carson Hackett informed Baures that Trempealeau County will assist with much of the leg work, thereby saving costs for the Village of Ettrick;

Dan Molstad gave an update on the lot at Hole 6 at Ettrick Golf Course. He said Ettrick Industries had the area surveyed, and are proposing the division of .45 acres near Hole #6 that is approximately 15 feet off the walking trail. The Village and Ettrick Industries would swap parcels to make the lot split contiguous. He said that Ettrick Industries will pay all costs to accomplish the transaction and there will no expense to the village. He suggested that the Village Attorney review the matter. Marc Baures asked that it be placed on the November meeting agenda;

Marc Baures reported that he contacted Tri-City Sanitation and requested an extension to the garbage disposal contract through December 31st, 2025, so that it coincides with the recycling contract. He said Tri-City Sanitation is not interested in extending the existing contract for that period, but would be open to extending it for an additional 3 years. COO Tony Mlynek informed Baures that in the next 2 months, Tri-City Sanitation plans to replace the garbage bag collection system with trash carts. He stated that the new trash carts will be 64 gallons and will cost \$15.00 per month, with an annual increase. Dan Molstad said the village was not consulted about the feasibility of making the change so abruptly and asked why Tri-City Sanitation had not informed the village about the change to the garbage disposal contract. Jane Jensen said that the village currently has several months' worth of garbage bags in stock to sell for the remainder of 2024 and into 2025. Dan suggested placing the contract out for bids and consider combining garbage and recycling services.

A motion was made by Dan Molstad, seconded by Kaylee Waldvogel to advertise for bids:

- 1) A stand-alone contract for the collection and disposal of garbage/solid waste or;
- 2) A contract for of the collection and disposal of a combination of garbage/solid waste and recycling in the Village of Ettrick beginning with the expiration of the current solid waste contract on 1/31/25. The motion carried 5 to 0.

Jane Jensen was instructed to prepare the advertisement for bids to be placed in the Trempealeau County Times and the Arrow Shopper;

Dana Stoner said that he has not yet obtained security cameras for village property;

Jane Jensen gave the board a list of expenses being proposed for the remaining \$29,000.00 in ARPA Funds that included estimated expenditures of \$2,000.00 for a secure payment drop box at the village office, \$800.00 for a check scanner, \$2,700.00 to implement online bill payment options, and reimbursement of \$10,000.00 to the Water/Sewer checking account for water leak repairs. There would be approximately \$15,000.00 remaining that could be used for the upcoming inspection and repairs that are necessary at the Water Tower. Jane Jensen said that the recommended designation of these funds must be submitted by December 31st, 2024;

There were no Building Permit Applications submitted in September;

Discussion was held on a job opening that will be created with the retirement of a village employee on 1/24/25. Marc Baures suggested advertising the position in the local newspapers as well as municipal trade publications.

Dan Molstad said that the Public Safety/Public Relations Committee will prepare the language for the notice at their meeting on October 8th, 2024;

A motion was made by Dan Molstad, seconded by Dana Stoner to approve the minutes of the Public Hearing and of the regular meeting of the Village Board of Trustees held on September 3rd, 2024. The motion carried 5 to 0;

A motion was made by Dan Molstad, seconded by Harold Olson to approve for payment voucher #'s 39796-39829 plus 3 EFT's, 1 automatic deduction and 1 auto-pay in the amount of \$35,854.76 from the General Account and voucher #'s 11187-11209 plus 1 automatic deduction in the amount of \$11,354.24 from the Water/Sewer Account. The motion carried 5 to 0;

A motion was made by Dan Molstad, seconded by Harold Olson to approve the Treasurer's Report for the month of September. The motion carried 5 to 0;

A motion was made by Harold Olson, seconded by Dana Stoner to adjourn the meeting at 6:48 p.m. The motion carried 5 to 0;

Jane Jensen
Village Clerk
Village of Ettrick