

Regular Meeting Minutes June 6th, 2023

The meeting was called to order by Marc Baures at 6:00 p.m. and verification of posting requirements were made;

Roll Call was taken and the following were present: Trustees Josh Hanson, Kaylee Waldvogel, Pete Filla, Dan Molstad, Harold Olson, President Marc Baures, Maintenance Supervisor Courtney Kotlarz and Village Clerk Jane Jensen. Trustee Dana Stoner was absent;

(10) Minute Open Forum:

No one was present to speak in open forum;

Report from the Public Works Department;

Courtney Kotlarz provided the board with copies of the 2022 Compliance Maintenance Annual Report, the report on the operation of the Waste Water Treatment Plant. Courtney said the plant is running good at this time, but there may be a need to upgrade pumps at the facility. He said it takes extra chemicals and maintenance to keep it running properly. He said the phosphorous levels are maintaining average levels. Marc Baures noted that as the plant ages, some results from the ongoing maintenance may be unattainable. Dana Stoner arrived at 6:06 p.m. A motion was made by Pete Filla, seconded by Dan Molstad to adopt Resolution #23-04, approving the 2022 Compliance Maintenance Annual Report. The motion carried 7 to 0.

Dan Molstad asked if there is an ordinance concerning lawn mowing, maintenance and grass removal. Marc Baures said he would address that issue when the complaints are reviewed. Courtney Kotlarz reported that 1 bid of \$39,591.34 from Mathy Construction Co. and 1 estimate of \$30,000.00 from Trempealeau Co. Hwy. Dept. were submitted for the LRIP Project on South Pine Street. The estimate of \$30,000.00 submitted by Trempealeau Co. Hwy. Dept. was accepted by the Village Board. He also reported that the paving and repair of the alley behind the village office will begin soon, as well. He said that all of the neighboring property owners are in favor of the repairs. Courtney Kotlarz asked if the review of Building Permit Applications could be moved up on the agenda. Courtney presented applications from Aaron Crebo and Mary Kotte for residential fences. He said that their plans meet the requirements of the ordinance for residential fences. A motion was made by Harold Olson, seconded by Josh Hanson to approve Building Permits for Aaron Crebo and Mary Kotte to erect residential fences. The motion carried 7 to 0. Courtney presented the application of Amanda Hoeth to demolish an existing shed adjacent to her garage and to install a manufactured shed on an existing concrete slab in the front/side yard-patio area that was previously occupied by a gazebo. Courtney said he denied the request to place the shed in the front yard. Amanda then amended her application to place the shed adjacent to the garage on the slab left after demolishing her existing shed. The board reviewed aerial pictures of the property on and after discussion, a motion was made by Pete Filla, seconded by Dana Stoner to approve a Building Permit for Amanda Hoeth to install a manufactured shed on the concrete slab adjacent to her garage in the rear yard, but not on the concrete slab previously occupied by a gazebo. The motion carried 7 to 0. Courtney reported there has been problems with the sand volleyball courts at Dusso Park. He said children are playing the sand and dumping it in the sinks in the shelter bathrooms. Marc asked for discussion on grass volleyball courts. Josh Hanson said that once the sand IS removed and grass is grown, the sand courts will never come back. Hanson suggested posting a public notice about consideration to transition to grass courts and ask for input from the public. He also suggested investigating the cost of removing the sand. Marc Baures said a public notice will be posted and asked that he matter be placed on the agenda for the July meeting. The board thanked Courtney and he left the meeting at 6:28;

New Business

Darrell Brush was present to ask the board for an exemption to the setback requirements in Section 7.0 of Zoning Ordinance #308. He explained that when an addition was added to his house sometime in the 1960's, there was either an error made or an unknown agreement reached between neighbors that caused the addition to be placed on the neighbor's property. During the most recent sale of that property, a survey of the property was completed and it has now been confirmed that the addition that had been added to his house in the 1960s is on the neighbor's property. Darrel said that he thinks his neighbor Kevin Guenther is going to erect a fence and he does not want that

fence built up against his house. He said he would like to have a buffer between his house and the neighboring property. Darrel requested that if Kevin Guenther gets a building permit to erect a fence, that the Village Board review the unique situation and make a determination on the position of a fence. The board said they will review the matter if such an application is made to erect a fence. Marc Baures suggested that Darrell talk to Kevin Guenther directly;

A motion was made by Pete Filla, seconded by Dan Molstad to close the Public Hearing on the renewal application of Ettrick Express Mart, LLC-Ann M. Pfaff, Agent for a Class A Liquor License and the renewal applications of Joyce J. Payne d/b/a Corner Pub; Ettrick Industries, Inc. d/b/a Ettrick Golf Club-Layne Anderson, Agent; Joshua S. Hanson d/b/a Hog Daddy's Bar & Grill; First & Main Eats & Beats, LLC –James M. Baron, Agent d/b/a First & Main Eats & Beats; Severson & Associates, LLC d/b/a The Grave Yard-Lori Severson, Agent and Seth D. Dale & Brittany J. Dale d/b/a Weiner's Bar for Class B Liquor Licenses for the period ending June 30th, 2024. The motion carried 7 to 0;

A motion was made by Pete Filla , seconded by Dana Stoner to approve the renewal application of Ettrick Express Mart, LLC-Ann M. Pfaff, Agent for a Class A Liquor License and the renewal applications of Joyce J. Payne d/b/a Corner Pub; Ettrick Industries, Inc. d/b/a Ettrick Golf Club-Layne Anderson, Agent; Joshua S. Hanson d/b/a Hog Daddy's Bar & Grill; First & Main Eats & Beats, LLC –James M. Baron, Agent d/b/a First & Main Eats & Beats; Severson & Associates, LLC d/b/a The Grave Yard-Lori Severson, Agent and Seth D. Dale & Brittany J. Dale d/b/a Weiner's Bar for Class B Liquor Licenses for the period ending June 30th, 2024. The motion carried 7 to 0;

A motion was made by Harold Olson, seconded by Kaylee Waldvogel to approve the applications of Joyce J. Payne d/b/a Corner Pub located at 22833 N. Main St., Ettrick Industries, Inc. d/b/a Ettrick Golf Club-Layne Anderson, First & Main Eats & Beats, LLC-James M. Baron, Agent d/b/a 1st & Main Eats & Beats located at 15793 1st Street West, Joshua S. Hanson d/b/a Hog Daddy's Bar & Grill located at 22836 N. Main St., Severson & Associates, Ltd. d/b/a the Grave Yard-Lori Severson, Agent located at 22676 Hwy. 53, and Seth D. Dale & Brittany J. Dale d/b/a Weiner's Bar located at 22795 S. Main St. for Dance Permits for the period ending 6/30/24. The motion carried 7 to 0;

A motion was made by Kaylee Waldvogel, seconded by Josh Hanson to approve the application of Ettrick Express Mart, LLC-Ann Pfaff, Agent located at 22732 Hwy 53 and Caroline Street for a Cigarette/Tobacco License for the period ending 6/30/24. The motion carried 7 to 0;

A motion was made by Pete Filla, seconded by Josh Hanson to approve the applications of Suzanne M. Bradley, Meloney L. Howe, Mitcheal W. Payne, John R. Seago, Lauren R. Filla, Kaitlyn A. Gunderson, Reed B. Lally, Madison C. Schmidt, Chase A. Wason, Kamren R. Auer, Lesley R. Moen, Jennifer L. Niederkorn, Keegan L. Schorbahn, Lori L. Severson, Dean T. Dale, Sally A. Dale, Ina J. Jacobs, Allyn R. Johnson, Catherine A. Nelson, Michelle M. Olson, Roger L. Thompson, James M. Baron, Michelle A. Lund, Sherri L Baker, Krystal L Johnson, Jill E. Osborn, Cynthia M. Hollis, Dawn M. Kuka, Daniel T. Washkuhn, Haley L. Tuschel, Katrina A. Borchardt, Anita K. Schultz, Phawn I. Johnson-Harris, Montana A. Santillan-Hanson, Jessica K. Montalvo, Mikki F-R Mustache for Operator's Licenses for the period ending 6/30/24. The motion carried 7 to 0;

A motion was made by Pete Filla, seconded by Dana Stoner to approve the application of Harold A. Olson to operate a Mobile Home Park located on Part Outlot 24 at 22624 Summit Street. The motion carried 6 to 1, with Harold Olson abstaining;

A motion was made by Dan Molstad, seconded by Pete Filla to Adopt Resolution #23-05 to change the date of the July meeting, which falls on July 4th to Tuesday, July 11th, 2023 at 6:00 p.m. The motion carried 7 to 0;

Old Business

Marc Baures gave an update on the meeting of the Public Safety/Public Relations Committee concerning their review of the employee sick leave benefits/policies and accrued sick days paid at retirement. The current policy is

to pay out accrued sick days after 25 years of employment. It is the recommendation of the committee to change the policy to pay out accrued sick days after 12 years of employment. A motion was made by Pete Filla, seconded by Dana Stoner to pay full time employees up to 480 hours of accumulated unused sick leave at retirement after 12 years of service and to pay part time employees up to 240 hours of accumulated unused sick leave at retirement after 12 years of service. A roll call vote was taken: Josh Hanson-yes; Kaylee Waldvogel-yes; Pete Filla-yes; Dan Molstad-yes; Harold Olson-yes; Dana Stoner-yes; Marc Baures-yes. The motion carried 7 to 0;

In discussion on access for Ettrick residents to the Ettrick Community Center, the Village Board would like to have the original agreement between the GET School District and the Village of Ettrick to be continued. A motion was made by Kaylee Waldvogel, seconded by Harold Olson to send a letter to the GET School District outlining the board's recommendations for the use of the Ettrick Community Center to include access for eligible Village of Ettrick/Town of Ettrick Residents any time school is not in session and when the facility is not being used by GET School District, with the keys/fobs administered by GET School District, as well as the following guidelines: Key Fob – Community Access – Ettrick Community Center

Guidelines:

1. Can be used after 5 p.m. on school days during the school year.
 - a. Can be used anytime during summer, weekends and holidays.
2. Can't be used when school functions are occurring (sports games, programs, etc.).
3. Adult (18 or older) must be present. Adults are responsible for minors.
4. Can't be used when reserved for other function (Gymnasium, Common Area).
5. The facility closes at a time to be determined unless specific reservations and approval have been granted.

Create a contract/agreement for having a key fob:

1. Eligible Village of Ettrick/Town of Ettrick residents will be given a key/fob.
2. Must provide proof of residency in Village or Town of Ettrick.
3. Must agree to above guidelines (1-5).
4. Understand that access privileges can be revoked for violating above guidelines, damaging facilities, not cleaning up, etc.
5. Agree that the key fob will not be shared/given to anyone else.
6. Agree to pay a deposit for the fob to cover the cost of the fob and activation.
7. Agree to share the facilities with other residents unless a specific reservation had been made.
8. User assumed liability for use.

Weight room keys will be issued separately. The motion carried 7 to 0;

Marc Baures gave the board the following list of Committee Appointments.

Finance and Claims Committee

Harold Olson – Chairman

Dana Stoner

Dan Molstad

Purchasing

Preparation of Budget

Investment of Village surplus funds

Control of Village insurance matters

Claims against the Village

Claims of others against the Village

Auditing Claims

Public Safety/Public Relations Committee

Dan Molstad - Chairman

Dana Stoner

Kaylee Waldvogel

Hiring of personnel

Job descriptions

Salaries

Control of traffic regulation

Control of Police & Fire matters

Control of Building Inspection

Utilities/Public Works Committee

Kaylee Waldvogel – Chairwoman

Harold Olson

Josh Hanson

Construction of Sanitary Sewer/Sewer Plant

Maintenance of Sanitary Sewer/Sewer Plant

Construction of Water System/Water Plants

Maintenance of Water System/Water Plants

Maintenance and Construction of Buildings

Extension of Water Sewer

Public Welfare/Parks & Recreation Committee

Pete Filla – Chairman

Dana Stoner

Josh Hanson

Health & Sanitation & Nuisances

Control of Weeds

Control of Solid Waste & Recycling

Construction/Maintenance of Streets & Sidewalks

Snow & Ice removal

Street lighting

Construction/Maintenance of Storms & Drainage

Parks Planning & Supervision

Recreation Planning & Supervision

Maintenance of machines & equipment

Inventory of machines & equipment;

The board reviewed the minutes of the meetings held in May. Marc Baures asked for a correction to the meeting of the Committee of the Whole to include the key fob agreement to include “Eligible Village of Ettrick/Town of Ettrick residents will be given a key/fob to the Ettrick Community Center: A motion was made Kaylee Waldvogel, seconded by Harold Olson to approve the minutes of the regular meeting of the Village Board of Trustees held on May 2nd, 2023, the meeting of the Public Safety/Public Relations Committee held on May 11th, 2023 and the meeting of the Village Board Committee of the Whole held on May 22nd, 2023, with the aforementioned correction. The motion carried 7 to 0;

A motion was made by Dan Molstad, seconded by Dana Stoner to file a request to be included in the PFAS Cost Recovery Program. The motion carried 7 to 0;

A motion was made by Dan Molstad, seconded by Kaylee Waldvogel to approve for payment voucher #'s39100-39152 plus 1 EFT and 3 auto pays in the amount of \$35,972.97 from the General Checking Account and Voucher from the Water/Sewer Checking Account. #'s 10806-10836 plus 4 auto pays in the amount of \$73,943.1 for the month of May. The motion carried 7 to 0;

A motion was made by Pete Filla, seconded by Kaylee Waldvogel to approve the Treasurer’s Report for the month of May. The motion carried 7 to 0;

The board reviewed a complaint about chickens at the Kevin Guenther property at 22948 Church St. Marc Baures said he has talked to Guenther and he will remove the chickens. Marc instructed Jane Jensen to place ordinance violations/penalties on the agenda for the July meeting;

A motion was made by Dana Stoner, seconded by Pete Filla to adjourn the meeting at 7:16 p.m. The motion carried 7 to 0;

Jane Jensen
Village Clerk
Village of Ettrick