

**Village of Ettrick  
Regular Meeting Minutes  
September 3<sup>rd</sup>, 2024**

The Regular Meeting of the Village of Ettrick Board of Trustees was called to order at 6:18 p.m. by Village President Marc Baures. Roll call was taken and the following were present: Trustees, Kaylee Waldvogel, Pete Filla, Dan Molstad, Harold Olson, Baures, Public Works Director Courtney Kotlarz, Village Clerk Jane Jensen and Andrew Dannehy of the Trempealeau Co. Times. Trustees Josh Hanson and Dana Stoner were absent;

The board opened with the Pledge of Allegiance;

Jane Jensen verified that posting requirements were met;

**(10) Minute Open Forum;** No one was present to speak in open forum;

**Report from the Public Works Department;**

Courtney Kotlarz said the repairs being done to the walking trail as a result of recent vandalism will be completed this week. Courtney noted that the police were called and a suspect has been charged for the offense. Courtney said he will submit a bill for the repairs to Jane Jensen who will prepare the restitution form to file with the Trempealeau County District Attorney's Office. Marc Baures stated that he will complete the Victim Statements;

Marc Baures asked if anyone had any objections to moving the Bridge Street/West Avenue culvert project up on the agenda. Baures reported that the Township of Ettrick needs to make changes to their parking lot due to problems with water drainage over the culvert and water accumulating in their building. Town officials believe the culvert should have been higher. The Township removed a catch basin when the building was constructed. Courtney Kotlarz said that the Township made it a surface water run when they removed the catch basin. Marc said that the Township is requesting a larger culvert at an estimated cost of \$15,000.00. Marc Baures questioned if the catch basing should have been left in place. Marc said he feels the Township is responsible because of the removal of the catch basin. He also noted that more grading is necessary, and there are no water gutters on the new building. Dan Molstad also questioned why the catch basin was removed during construction when it was handling the water. Dan said he believes that the Township created the problem by removing the catch basin. He asked why the Township is not communicating with Courtney Kotlarz. He suggested that Courtney look into the issue and come back to the board. Courtney said he has a catch basin available if it will resolve the problem;

Courtney asked for discussion on applying pavement sealer on the parking lot at Dusso Park. He suggested GSB88, a product that soaks into the blacktop versus sealcoat. 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. Courtney said he can do the restriping, saving the \$2,200.00 He also said the project can wait until 2025, but the cost will increase likely by then. Jane Jensen was instructed to prepare a bid notice to reseal the parking lot and a bid to restripe the parking lot;

**New Business**

Jane Jensen presented the board with a copy of the contract with Tri-City Sanitation for disposal of solid waste in the village, which expires on 1/31/25. Courtney Kotlarz pointed out that the contract with Hilltopper Refuse/Recycling for disposal of recycling is set to expire on 12/31/2025. He suggested contacting Tri-City Sanitation and requesting an extension to the garbage disposal contract so that it coincides with the Recycling contract. He said this will allow the companies to bundle the services or bid them separately. Marc Baures said he will get in contact with Tri-City Sanitation and ask for a 1 year extension on the contract;

Jane Jensen asked the board to officially recognize the receipt of perpetual grant funds in the amount of \$7,131.57 from the Allen and Marjorie Redsten Endowment Fund, a donor-advised fund held at Thrivent Charitable Impact & Investing for ongoing improvements to the Allen and Marjorie Redsten Shelter and Dusso Park, and for the enrichment of the park in support of related youth programs and the Ettrick Community. The donation was gratefully acknowledged and Jane Jensen was instructed to send a letter of thanks;

A motion was made by Harold Olson, seconded by Dan Molstad to call a meeting of the Finance and Claims committee on Tuesday, September 17<sup>th</sup>, 2024 at 6:00 p.m. in order to initiate the preparation of the 2025 Budget. The motion carried 5 to 0. Harold Olson suggested that Librarian Karla Dunnum be invited to the meeting. Kaylee Waldvogel said she will notify Karla when she attends the Library Board Meeting;

### **Old Business**

Courtney Kotlarz reported that there is a security camera at the Waste Water Treatment Plant that can be moved to Gametime Park. Marc Baures said that camera should be left in place at the WWTP and more cameras should be purchased for the parks. Dan Molstad suggested placing cameras at other village property to monitor vandalism and other concerns. Dan said he has observed people dumping unauthorized things at the village compost site. Baures said he will talk with Dana Stoner to see if he still has cameras available for no charge;

Marc Baures said he has not completed quote comparisons to 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. Marc said he will give an update at the October meeting;

There were no Building Permit Applications submitted in August;

A motion was made by Pete Filla, seconded by Kaylee Waldvogel to approve the minutes of the Public Hearing and of the regular meeting of the Village Board of Trustees held on August 6<sup>th</sup>, 2024. The motion carried 5 to 0;

A motion was made by Dan Molstad, seconded by Pete Filla to approve for payment voucher #'s 39750-39795 plus 3 EFT's in the amount of \$28,340.15 from the General Account and voucher #'s 11160-11186 in the amount of \$13,813.74 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 August. The motion carried 5 to 0;

Marc Baures said there are still problems with cats. He noted that every community has the same dilemma. Baures said no response was received from the owner of a property with no door where stray cats are living. Courtney Kotlarz said he will place boards over the opening. Dan Molstad reported that a stray cat even entered a basement window at a village residence;

A motion was made by Harold Olson, seconded by Pete Filla to adjourn the meeting at 6:54 p.m. The motion carried 5 to 0;

Jane Jensen  
Village Clerk  
Village of Ettrick