May 11, 2026 - (Unapproved Minutes)
Village of Stetsonville

The meeting was called to order at 4:00 pm by President Greg Brunner. Present for the meeting were Board Members: Greg Brunner, Will McCarron, Tyler Lemke, Stephanie Bohn, and Al Riemer. Clerk/Treasurer: Tia Kancilia. DPW: Jay Jochimsen and Doug Klemm. Also, present was Star News: Brian Wilson, SEH: David Walter, and village resident Marsha Duellman.

The meeting was posted according to statutes.
The Pledge of Allegiance was conducted.
Motion to approve the minutes from April 13, 2026 meeting: M/2nd Riemer/McCarron. All ayes, motion carried.
Public comment: Marsha Duellman wanted an update on property maintenance. Greg Brunner told her that we had mailed out 4 letters to residents asking them to clean up their property and that is where we are at. She then expressed concerns about her water that had turned brown while the fire hydrants were being used. She was confused why only her water turns brown as she talked to her neighbors and none of them had any issues. DPW, Jay Jochimsen explained what happens when the fire hydrants are used and stir up the water and break loose anything that is in the line. Marsha said it cleared after a couple of hours and doesn't happen often.

Old Business:

CTH A Sidewalks- Village vs. Residents maintaining- Research was conducted to see how neighboring villages keep sidewalks maintained and was presented to the board. The discussion was postponed until the board gets to see the plans for the sidewalk.

Schmiege, Graff, & Koch- Research was conducted on who our neighboring villages use for legal representation and presented to the board. The board decided that because Slaby Deda LLP is currently being used by the Village for other projects that we would use them for legal representation in 2027.

Village Policy for Delinquent Water/Sewer Bills- The current Village policy for delinquent water/sewer bills was discussed to change the overdue balance for Village residents to receive a disconnection notice from $300 to $10 and the 30% minimum payment of the balance in arrears for the Deferred payment agreement to 50%. The new changes will take effect on January 1, 2027 to allow for residents to become current on any delinquent bills. Motion to approve changes. M/2nd Bohn/Lemke. All ayes, motion carried.

New Business:

SEH-Regionalization/Lift station and forcemain project update. Soil Borings Contract- David Walter from SEH updated the board on the progress of the Regionalization project stating they are right on track of where they need to be. The survey is done and they have a preliminary route selected. The wetland study is almost finished. David asked if it was ok to share project information with Medford and was told yes. He then presented a contract from Intertek PSI for soil boring as 14 samples are needed. The amount of the contract was included in the original cost of the project. The board voted to approve the contract. M/2nd Riemer/McCarron. All ayes, motion carried.

Liquor License/Tobacco License Received- Clark Station/Medford Coop Liquor License/Tobacco License application received. To be voted on at the June meeting.

EHLERS Rate Study- Phase 1 of the Rate Study for Regionalization is complete. Information was provided to the board. If a phased-in approach with 3 rate adjustments on a level % basis, not level impact basis, is wanted then moving into Phase 2 is needed to take those % and apply them variable across the fixed and volume charge. All board members agreed that they do want to do the phased-in approach and move to Phase 2.

Sign on CTH A and STH 13- Sign needs updated and remove anything that is outdated. Jay Jochimsen is looking into it.

Baseball Field Concession Stand/water in centerfield- Since the Village owns the concession stand it was decided to paint it to preserve the building. Al Riemer is going to transit the centerfield and see if a french drain or sump pump will work to drain the water out of centerfield. There is nothing back about the cameras to deter vandals.

Clerk/Treasurer Report- Report is attached. Included are funds spent, account balances, utility billing, and the garbage collection report. It was mentioned that there are seven overdue accounts with warning disconnections for utility service. The Clerk/Treasurer attended a workshop on April 28, 2026. The Village Wide Garage Sale is June 11-13, 2026. The Assessor's Annual Report was provided. The Clerk/Treasurer's Office will be closed May 18-25 2026. Motion to approve the Clerk/Treasurer Report. M/2nd McCarron/Riemer. All ayes, motion carried.

Municipal Wastewater/Water Reports- Presented by Jay Jochimsen. Report is attached. All test results are within required guidelines. There is a possible water leak and still trying to find it. CCR is done and was certified on May 6, 2026. Motion to approve wastewater/water reports. M/2nd Lemke/Bohn. All ayes, motion carried.

Street and Maintenance Report- Presented by Jay Jochimsen. Report is attached. Whirlwind Sweeping should be sweeping the roads soon, possibly next week. Still waiting on estimate on culverts. Older lawn mower used for ditches is wearing out. 5 manholes were upgraded last week and will continue to do 5 a year. Skid steer upgrade to loader financing information was presented. Need to reach out to a couple more banks to compare rates before a decision is made. Motion to approve street maintenance report. M/2nd Lemke/Bohn. All ayes, motion carried.

Bill Payment- Vouchers 2064 through 2104, EFTs 05-01 through 05-26 were approved for payment. M/2nd McCarron/Bohn. All ayes, motion carried.

Adjourn- M/2nd Lemke/Bohn. All ayes, motion carried.

/s/ Tia M. Kancilia, Clerk/Treasurer

Next Board Meeting- Monday June 15, 2026 at 4:00pm at the Jean M. Thomsen Memorial Library.
Note- Meeting delayed one week due to schedule conflicts.