

## VILLAGE BOARD PROCEEDINGS

The regular meeting of the Village Board, Village of New Auburn, was held on Thursday, March 8, 2018 at 7:00 p.m. at the Village hall.

### **Call to Order, Roll Call, and Pledge of Allegiance**

The meeting was called to order by President Donna Bischel at 7 p.m. Answering roll call were Shannon Berg, Brad Lotts, Gary Pitts and Donna Bischel. Robert W. Lemmons was absent. Clerk/Treasurer Peggy Stanford was also present.

The Pledge of Allegiance was made.

**Others present:** Officer Andy Clark, Dan Moos, Brock Geyen, Tim Schilla, Dean Sayles, and Larry Gotham.

### **Public Comments**

Dean Sayles commented on the purchase of the playground equipment, snow plowing, snow removal from fire hydrant, and stream in the park.

### **Meeting Minutes – Board meeting February 8 and 20, 2018**

Motion by Lotts to approve the Board meeting minutes for February 8, 2018 as written; seconded by Berg. Motion carried.

Motion by Lotts to approve the Board meeting minutes for February 20, 2018 as written; seconded by Pitts. Motion carried.

### **Treasurer's Report**

Motion by Pitts to approve the treasurer's report for February as given; seconded by Berg. Roll call vote: Pitts – aye, Berg – aye, Lotts – aye, Bischel – aye. Motion carried 4-0.

President Bischel asked the Board if they objected to moving items audit report and property sale of old Village hall up on the agenda to accommodate guests. No objectives were heard.

**Audit report from CliftonLarsonAllen** – Brock Geyen, auditor from CliftonLarsonAllen, was present and reported on the financial reports for 2017. The results were good. The financial statements are fairly stated. We were issued an unmodified audit opinion.

### **Property Sale of old Village hall to Timothy Schilla –**

Tim Schilla was present to discuss property concerns prior to the sale of the old Village hall at 148 E Elm St. The current fence that separates the property abuts to the building, the Village agreed to move the fence 12 feet to the west on the property line. Schilla agreed to allow the Village time to move the fence due to the late spring and the inability to dig holes at this time. The Board discussed changing the back driveway and accessing the alley at the North property line. Alley construction would be needed if this is the way the Board would like to proceed. Schilla asked that the water hydrant be moved located at the southwest corner at the front of the building, this will allow access to the 12-foot side yard for Schilla. The historical marker on the southeast corner of the building is fine at this time, if Schilla needs to have it moved he will come to us then. Drainage by the back door runs into the building when it rains. Excavation to allow for the drainage to the storm drain will need to be done to resolve this problem. Schilla and the Board agreed that all the work will be done by August 2018.

Motion by Pitts to extend the building lease with Timothy Schilla for 90 days or until closing with no additional rent due; seconded by Lotts. Motion carried.

### **Reports and Requests of employees/officers**

#### **Public Safety**

**Law enforcement update** – Officer Andrew Clark, Chippewa County Sheriff's office, was present to report on public safety. He reported service information for February, two citations were issued, 12 traffic warnings, and they responded to 18 incidents within the village.

In February the patrol division of the Sheriff's office began working 12-hour shifts. This will have a slight impact on scheduling for the village but will not impact weekly or monthly total hours.

The Village of Colfax purchased the squad car and equipment of \$6,000. Dennis Brown, Chippewa County Emergency Management, advised that the radio will need to stay with the Village of New Auburn. Chief Anderson has been made aware that the radio will need to be returned. Brown advised that the radio could be utilized by the fire department if needed. The state has not got back regarding the other grant equipment.

**Sale of police property -**

Motion by Bischel made a motion to approve to sell the shotgun, to seek a buyer and get bids on it for Board approval, seconded by Lotts. Roll call vote: Bischel – aye, Lotts – aye, Berg – aye, Pitts – aye. Motion carried 4-0.

**Public Works** – Dan Moos was present.

**County Highway M project – SDWLF** – Larry Gotham from Morgan & Parmley was present. ON February 20, 2018 the Board met with Fred Anderson from the Chippewa County Highway department to discuss the street project proposed by Chippewa County. A decision needs to be made at this meeting to get the application completed for the SDWLF due the end of June 2018. An email message was sent from Fred Anderson to Larry Gotham on March 6<sup>th</sup>. The County outlined what they plan for this street construction and what the Village's options would be. The plan for them is to complete the intersection in 2019 and do the street in 2020. The County is seeking funds from the Sand plants to cover the expense. If the Sand Companies deny our request to pay for replacing the water main under the railroad tracks the cost varies from \$30,000 to \$60,000.

Consensus of the Board that we not file the application with the WI DNR for SDWLF monies for 2019.

**Tree cutting, stump grinding, and brush chipping bid proposals**

Each year the Village has sent out bid proposals to various businesses to complete the brush chipping, tree cutting, and stump grinding. The last three years we have only received bids from Eco Tree Service. The Board agreed that this year we just contact Eco Tree Service for a rate.

**Yard waste schedule**

The yard waste pickup for 2018 will be on Monday's from April 16, 2018 to November 5, 2018.

**Dumpster site and hydrant changes**

A cost estimate was received from A-1 Excavating to move the water hydrant in front of the old village hall building. The estimate did not include repair to the asphalt.

Motion by Bischel to hire A-1 Excavating to move the water hydrant for time and materials not to exceed \$4400; seconded by Berg. Roll call vote: Bischel – aye, Berg – aye, Pitts – aye, Lotts – aye. Motion carried 4-0.

**Park Shelter concrete repair**

Ric Boelkes was unable to make tonight's meeting, but he gave a cost estimate of \$7955 to do repairs to the park shelter on Park Street. The repairs include to jack up the building, remove concrete, replace concrete and sidewalk around the building. He would use a six-bag mix with fiberglass and rebar; the haunches where the post sit would be added; brackets and anchors would be added to the posts. He could do the work right away this spring.

Motion by Lotts to hire Ric Boelkes to do repairs to the park shelter building as outlined for \$7955; seconded by Berg. Roll call vote: Lotts – aye, Berg – aye, Pitts – aye, Bischel – abstain. Motion carried 3-0 with one abstaining.

**Invoice approval**

Motion by Pitts to approve the invoice from LW Allen for well controller repair totaling \$1,239.73; seconded by Lotts. Roll call vote: Pitts – aye, Lotts – aye, Bischel – aye, Berg – aye, Motion carried 4-0.

Dan Moos shared three estimates for repairs at the water tower from Lane Tank. Board asked that they be on the next meeting agenda.

**Clerk/Treasurer report** – Peggy Stanford reported.

**Liquor license transfer – John Spare** - Stanford reported that John Spare has applied for a transfer of the liquor/beer license for Hambone's Saloon. This agenda item will be on the next meeting agenda.

**Irrevocable letter of credit – Security Bank** – A credit amount equal to \$1,000,000 has been adjusted with the Federal Home Loan Bank of Chicago for the period of March 1, 2018 to December 17, 2018 to cover deposits not covered by the FDIC and the State of Wisconsin;

Motion by Bischel to affirm the agreement of Irrevocable letter of credit with the Federal Home Loan Bank of Chicago dated March 1, 2018; seconded by Berg. Roll call vote: Bischel – aye, Berg – aye, Lotts – aye, Pitts – aye. Motion carried 4-0.

#### **Board Report –**

**Information on park pavilion kitchen repairs** – The Board requested that contractors be contacted to do the following at the park pavilion: Install a heavy duty exhaust fan in the kitchen and to be vented outside; after fan is in to install rolled insulation above the kitchen area and install a drop ceiling with rails attached to the trusses; and repair the bathroom sink in the men's bathroom to include mounting brackets behind the sink.

**Ambulance meeting** – Gary Pitts and Shannon Berg will plan on attending the biannual Bloomer Ambulance meeting on March 26<sup>th</sup>.

#### **Miscellaneous Purchase orders**

Motion by Lotts to approve miscellaneous purchase orders totaling \$1,699.27; seconded by Pitts. Roll call vote: Lotts – aye, Pitts – aye, Berg – aye, Bischel – aye. Motion carried 4-0.

#### **Operator Licenses**

Motion by Bischel to approve the application for a license to Serve Fermented Malt Beverages & Intoxicating Liquors to Ariella Corbecky provided qualifications for licensing have been met, license year ending June 30, 2018; seconded by Lotts. Motion carried.

#### **Deposit Schedule Security Bank Resolution #18-03**

Motion by Pitts to adopt Resolution #18-03 Resolution Designating Public Depository and Authorizing Withdrawal of County, City, Village, Town or School District Moneys; seconded by Berg. Roll call vote: Pitts – aye, Berg – aye, Lotts – aye, Bischel – aye. Motion carried 4-0.

#### **Revenue Bond approval**

**#18-02 Resolution Authorizing the Issuance and Sale of Up To \$170,769 Sewerage System Revenue Bonds, Series 2018, and Providing for Other Details and Covenants with Respect Thereto, and approval of related \$243,957 financial assistance agreement**

Motion by Pitts to adopt #18-02 Resolution Authorizing the Issuance and Sale of Up To \$170,769 Sewerage System Revenue Bonds, Series 2018, and Providing for Other Details and Covenants with Respect Thereto; seconded by Berg. Roll call vote: Pitts – aye, Berg – aye, Lotts – aye, Bischel – aye. Motion carried 4-0.

#### **Financial Assistance Agreement with the WI DNR CWF loan – Project NO. 5218-03**

Motion by Bischel to approve the State of Wisconsin Clean Water Fund Program Financial Assistance Agreement with Principal Forgiveness; seconded by Berg. Roll call vote: Bischel – aye, Berg – aye, Lotts – aye, Pitts – aye. Motion carried 4-0.

#### **Exhibit G – Compliance Certification to Close CWF project**

Motion by Berg, to approve Exhibit G, Federal Requirements Compliance Certification to close the CWF project; seconded by Pitts. Roll call vote: Berg – aye, Pitts – aye, Bischel – aye, Lotts – aye. Motion carried 4-0.

#### **Invoice approval – Quarles & Brady LLP**

Motion by Bischel to approve for payment an invoice from Quarles & Brady for \$6,000; seconded by Lotts. Roll call vote: Bischel – aye, Lotts – aye, Berg – aye, Pitts – aye. Motion carried 4-0.

#### **Special meeting for loan closing – March 28, 2018**

Motion by Lotts to hold a special meeting on March 28, 2018 at 6 p.m. the purpose is to complete sale documents for sale of the old fire hall building at 148 E Elm St. to Timothy Schilla, and tour public works to evaluate equipment usage and dumpsite plan; seconded by Bischel. Motion carried.

#### **Vouchers**

Motion by Lotts to authorize payment of audited vouchers: General Fund - No. 19705-19739, ACH 18032-18038; 18041-18053; totaling \$556,892.21; Sewer Utility Fund - No. 3630-3636, ACH 18040; totaling

\$11,293.17; Water Utility Fund – No. 3860-3869, totaling \$22,202.15; Parks – No. 1939; totaling \$20.36 seconded by Pitts. Roll call vote: Lotts – aye, Pitts – aye, Bischel – aye, Berg – aye. Motion carried 4-0.

**Future agenda items**

Future agenda items: bids for park pavilion kitchen ceiling and bathroom; and Lane Tank water tower repairs.

**Adjournment**

Motion by Pitts to adjourn the meeting at 9:15 p.m.; seconded by Berg. Motion carried.

Respectfully submitted: \_\_\_\_\_  
Peggy Stanford, WCMC, Clerk/Treasurer

Approved: \_\_\_\_\_  
Donna Bischel, Village President