

**VILLAGE OF NEW AUBURN
REGULAR BOARD MEETING MINUTES
Thursday, March 10, 2022 at 7:00 p.m.**

The regular board meeting of the Village Board, Village of New Auburn, was held on Thursday, March 10, 2022 at 7:00 pm at the Village Hall, 130 E Elm St., New Auburn

1. Call to Order, Roll Call, and Pledge of Allegiance

The meeting was called to order at 7:00 pm by President Lotts. Answering roll call were Brad Lotts; Dan Stanford; Dennis Webb; Dalton Hinke; and Shannon Berg. Absent: None. Staff present was: Clerk-Treasurer Story, PW Bohl and Moos. Others Present: Joe Atwood, Building Inspector, Sergeant Andy Clark, Gary Pitts, Jeff Hahn, Dennis Bachman, Tom Bischel, Duane Trowbridge, and Verlyn Motzer.

2. Public Comments: Verlyn voiced his concerns regarding the garbage dump. President Lotts pointed out that the waste management was item number six in new business and the board has not made any decisions on it yet. Dan Stanford announced his resignation and gave President Lotts a resignation letter and left the meeting. Dennis Webb announced this will be his last meeting as his term is up and will not make April's meeting due to moving.

3. Correspondence: None

4. Meeting Minutes: Reg Board 2/10 and JRB 2/24

Motion by Berg/Dalton to approve Minutes as presented. All aye. None opposed. Motion carried.

5. Treasurers Report: January and February Treasurer's Reports were accepted as presented.

Licenses & Permits: Balsam Ridge Mobile Home Park Annual Permit; Operator Licenses: Staci Young/Bridge Stop-BP; Amanda Becker/Quarthouse; Sachel Wallis/Bridge Stop-BP; Charlene Ferrano/Bridge Stop-BP

Motion by Berg/Webb to approve Treasurer's Reports January and February 2022 and Licenses and Permits in Consent Agenda. Roll call: Lotts – aye; Webb – aye; Hinke – aye; Berg – aye. 4-0 Motion carried.

6. Reports and Requests of employees/officers

A. Public Safety –Officer Clark reported for February 2022.

- i. **Law enforcement update:** 6 Traffic Citationis, 16 Traffic Warnings, 34 Citizen contacts, 40 building checks. Responded to 12 incidents: 1 animal at large, 4 crash no injury, 1 fraud, 2 harassment, 2 mental health, 1 sex offense, 1 parking complaint. Total billable hours: 108.75. Shifts worked in Village: 32. Billable hours year-to-date: 257.

B. Public Works – PW Bohl & Moos Reported

- i. Moos – Renewal of Municipal Waterworks Certification;
- ii. Bohl – WW Training 4/20/22, Plover, WI;
Consensus of the board for Bohl to attend WW Training 4/20/22 in Plover.
- iii. W Dell St Lift Station – new conduit will be needed in ground, it snapped from the frost;
- iv. WPDES 5-Yr Permit Submitted by Morgan & Parmley;
- v. PFAS Sampling;
- vi. Hydrant #3 on North & East St.;

C. Clerk/Treasurer report:

- i. May Street Update;
- ii. Land Use map – Comp plan needs the updated map from Plan Commission;
- iii. Scholarships: WMCA and .Gov – applied for these scholarships;
- iv. Water Utility Update for Tariff Change-Billing Cycle Amendment – the PSC approved the billing cycle from quarterly to monthly billings as was requested from the board as the majority of citizens indicated it a hardship to get a large water bill every three months (quarterly) – this will be effective March 30th. The 1st quarter bill will go out, a billing for Jan-Feb-Mar but moving forward the May bill will begin monthly bills;

- v. Delinquent Personal Property Taxes – the Clerk made contact with the delinquent businesses and all but two have paid their personal property taxes;
- vi. Life Insurance/Short-Term Disability Quotes – board is open for quotes, Clerk will obtain quotes and get them back to the board at the April meeting;
- vii. Ethernet Wired/5 Drops & Mini-Server Quotes;
Motion by Berg/Webb to approve Citizens Connected to run ethernet wires and Tice Technology to purchase the mini-server. Roll call: Webb – aye; Hinke – aye; Berg – aye; Lotts – aye. 4-0. Motion carried.
- viii. Waste Management 30-yard Roll-off Dumpster Quote for Spring Clean-up Day;

UNFINISHED BUSINESS

1. Consider/Act Appointment of Building Inspector and Zoning Administrator: Joe Atwood;
Motion by Berg/Lotts to appoint Joe Atwood as the Building Inspector and Zoning Administrator. Roll call: Hinke – aye; Berg – aye; Lotts – aye; Webb – aye. 4-0. Motion carried.
2. Consider/Act on Xcel Energy's proposal for (3) three street light along County Highway SS; Tabled to April meeting
3. Consider/Act to Present Business Plan to Citizens Connected – There is an opportunity for a USDA loan at 0-2% interest for ten years through Citizens. Citizens CEO was present. Clerk Story pointed out that this is an opportunity that should not be passed up to obtain tools, equipment, and water meters that has to be purchased and is necessary. Dennis Bachman stated he can draw up paperwork so the board can review the terms and present it at the April board meeting.
Motion by Berg/Webb to submit the business plan to proceed with loan. Roll call: Berg – aye; Lotts – aye; Webb – aye; Hinke – aye. 4-0. Motion carried.

NEW BUSINESS

1. Consider/Act on Quotes for Hydrant #3 Replacement on North and East St. – Clerk Story pointed out the option for CBS Squared to bid this out with the East St or May St street projects, will be billed separately but will save in long run, board agreed to wait;
Tabled
2. Consider/Act on Resolution 2022-07: Revision to Appendix E, Schedule of Fees;
Motion by Berg/Hinke to approve Resolution 2022-07: Revision to Appendix E, Schedule of Fees. Roll call: Lotts – aye; Webb – aye; Hinke – aye; Berg – aye. 4-0. Motion carried.
3. Consider/Act on Resolution 2022-08: Ward Ordinance;
Motion by Berg/Hinke to approve Resolution 2022-08: Ward Ordinance. Roll call: Webb - aye; Hinke – aye; Berg – aye; Lotts – aye; 4-0. Motion carried.
4. Consider/Act on Resolution 2022-09: Sewer User Fees;
Motion by Lotts/Hinke to approve Resolution 2022-09: Sewer User Fees. Roll call: Hinke – aye; Berg – aye; Lotts – aye; Webb – aye. 4-0. Motion carried.
5. Consider/Act on the Appointment to Fulfill an Open Seat on the Planning Commission: Dan Moos representing the Village for Public Works;
Motion by Berg/Webb to appoint Dan Moos to the Plan Commission. Roll call: Berg – aye; Lotts – aye; Webb – aye; Hinke – aye. 4-0. Motion carried.
6. Discussion and Possible Consider/Act on Waste Management quote for Curbside Garbage Pickup for Residential Customers; - will send out a survey with water bills to citizens. Tabled to April meeting
7. Consider/Act on Credit Application for Village Credit Card;
Motion by Lotts/Hinke to approve a village credit card with Dairy State Bank. Roll call: Lotts – aye; Webb – aye; Hinke – aye; Berg – aye. 4-0. Motion carried.
8. Consider/Act on Consider/Act on potential verbal or written warning for a disciplinary matter.

**Proposed closed session pursuant to WI Statute 19.85(1)(b) to consider Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter.*

Motion Berg/Hinke to move into Closed Session at 8:17 p.m. statute read aloud. Roll call: Webb – aye; Hinke – aye; Berg – aye; Lotts – aye. 4-0. Motion carried.

9. Discussion and Possible Consider/Act on Purchasing Vacant Lot(s);
**Proposed closed session pursuant to WI Statute 19.85(1)(e) to deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.*
10. Reconvene into Open Session;
Motion by Lotts/Berg to Open Session at 9:20 p.m.
Motion by Webb/Berg to appoint President Lotts to work with Clerk Story in drawing up a memo notice to employees that they report to directly to Clerk Story effective immediately. All aye. None opposed. Motion carried.

BILLS & CLAIMS

1. Payment Approval Report: 02/11/2022-03/10/2022
Motion by Berg/Hinke to approve Payment Approval Report. All aye. None opposed. Motion carried.

FUTURE MEETINGS

- a. Monday, March 14, 2022: Parks Commission for Outdoor Rec Plan
- b. Wednesday, March 16, 2022; Bloomer Ambulance Meeting in Bloomer
- c. Thursday, March 17, 2022; Elections Training from 8-1 pm
- d. Tuesday, March 22, 2022; Plan Commission Meeting
- e. Wednesday, April 20, 2022; BOR Open Book 1-3 pm
- f. Tuesday, May 24, 2022; Board of Review 6-8 pm

ADJOURN

Motion by Hinke/Berg to adjourn at 9:35 pm. All aye. None opposed. Motion carried.

Prepared By: Ardith Story,
Municipal Clerk-Treasurer