

**VILLAGE OF NEW AUBURN
REGULAR BOARD MEETING MINUTES
Thursday, May 12, 2022 at 7:00 p.m.**

The regular board meeting of the Village Board, Village of New Auburn, was held on Thursday, May 12, 2022 at 7:00 pm at the Village Hall, 130 E Elm St., New Auburn

1. **Call to Order** at 7:00 p.m.; **Roll Call:** President Brad Lotts, Trustees Alan Anderson, Gary Pitts, Shannon Berg (arrived at 7:19 p.m.). Absent: Trustee Dalton Hinke. Staff: Clerk-Treasurer Ardith Story, Public Works Jon Bohl. Guests: Joe Atwood, Building Inspector; Sergeant Clark, Brian Kelley, Chippewa County Highway Commissioner. Others present: Scott Beers, Dwain Trowbridge, John Halberg, Steve McCracken, Larry Gotham (arrived at 7:23 p.m.) **Pledge of Allegiance**
2. **Public Comments:** Scott Beers from Beers Transportation addressed the Board and wanted to introduce himself to the community. He purchased Superior Silica Sands property, he is not hauling sand, and he owns a trucking company with 35 trucks total. He runs all 48 states, has an office in Bloomer, shop in New Auburn – one centralized office and one shop with 22 employees total, office staff is 6. Dwain Trowbridge addressed the Board about miscommunication. President Lotts interrupted Dwain that the item he's discussing is in New Business and will be addressed later on.
3. **Meeting Minutes:** 4/12 Regular Board, 4/28 Special Board;
4. **Licenses and Permits:**
 - a. Noise Permit Application: Freedom Community Church for "Movie Nights" on May 14, June 11, July 9, August 13, 2022 from 7:00 p.m. thru 12:00 p.m.; 503 & 510 S East St;
Motion by Trustees Pitts/Anderson to approve Freedom Community Church noise permit with the exception of no later than midnight. Roll call: Trustees Anderson – aye; Pitts – aye; President Lotts – aye. 3-0. Motion carried.
 - b. Fireworks Permit Application: 146 E North St on July 2, 2022;
Motion by Trustees Anderson/President Lotts for the approval of Fireworks Permit at 146 E North St on July 2nd. Roll call: Trustee Pitts – aye; President Lotts – aye; Trustee Anderson. 3-0. Motion carried.
5. **Operator Licenses:** Simmons, Bridge Stop/BP;
6. **Reports and Requests of Employees/Officers**
 - A. Public Safety: Law Enforcement Report from April. The Sheriff's office responded to 15 total incidents within the village consisting of: 1 business alarm, 1 animal at large, 2 animal nuisance, 1 assist EMS, 1 building check, 4 person checks, 1 vehicle check, 1 noise complaint, 1 harassment, 1 mental health, 1 traffic complaint. Billable hours 138. Billable hours YTD 519.
 - B. Building Inspector: Most all the same addresses from previous Regular Board Report from April remain non-compliant with the addition of 222 S Old 53 with debris and non-licensed junk vehicles, 328 CTH SS issued a letter regarding fence, and 337 N Central St letter issued regarding debris pile.
 - C. Public Works: Consumer Confidence Report Data – CCR report has been submitted to the DNR, Parks Restrooms Vandalism keeping restrooms locked, weed spraying on County Line Rd and Tarr Rd, Parks Restrooms Fixtures estimates were obtained, Gustom Septic \$890.00 and Geissler Plumbing \$1,058.48 for new urinals.
Motion by Trustees Pitts/Berg to approve Gustom Septic to order new urinals for parks restroom. All aye. None opposed. Motion carried.
Continued Public Works: Ditch Digging on N Columbia / Elm St was discussed. A presentation by John Halberg giving the history of the block. Clerk Story passed along information that Barb Boehm had brought to Story's attention regarding Elm Street storm water drainage issues.
Consensus of the Board to obtain a quote for the storm drainage issues on W Elm, W Pine St, and N Columbia Streets.
Continued Public Works: Power Line Break on Pine St. Electrical pole was snapped

due to a truck catching on a cable disabling power for a few blocks. Clerk Story requested the assistance of the Fire Chief for public safety and Public Works barricaded streets as power lines were hanging. An estimate for red granite for in the Parks was provided at \$450/load for the Park walk way. Trustee Berg indicated to hold off on that for right now.

- D. Clerk-Treasurer: Municipal Financial Report Form C is completed, Discussion of Mr. Loofboro's N Front Street Address as being incorrect for his rental property. Clerk Story was able to work with Barron County and presented to Mr. Loofboro a new address for the rental property as well as an address for his vacant lot, which is now uniform to the existing addresses. Spring clean-up had a low participation due to the rainstorm, Trustee Anderson will be attending Local Government 101 with the LWM in Eau Claire. Xcel Energy will be installing the three new street lights on SS with a 6-8 weeks expectation, clerk would like to attend the 2022 League Conference June 8-10 and a Motion by Trustees Pitts/Anderson approving the attendance of said conference in Oshkosh was made. Roll call: President Lotts – aye; Trustees Anderson – aye; Pitts – aye; Berg – aye. 4-0. Motion carried.

Continued Clerk Report: Although the MSID & MSIS grant was not granted, another grant for street work is being applied for, the Scoreboard Controller at the Village Park is not working with the cost of estimated repairs to be \$1,080.00. The now dissolving/dissolved Softball League donated the entire amount to the Park to pay for the cost of repairs. Many thanks to Troy Robey and that association from the Village Board and Parks Commission and Staff. Security Bank donated a park bench to the park. The Board wishes to thank the bank and appointed the Clerk to work with the bank to offer them choice of bench placement.

7. Unfinished Business

- A. None

8. New Business

- A. Guest Speaker Chippewa County Highway Commissioner, Brian Kelley, Review of Services and Updates to County Projects; - Brian Kelley presents to the Board at the request of Clerk Story. Chippewa County Highway Department has 75 people, 65 hourly and 10 managers, the Hwy Dept processes their own gravel, can help with anything in the public right-of-way, even assisting with street sweeping, renting out patch trailers, mowing, invasive species spraying, and a sign coordinator can come up to the village to discuss signage, if needed. An update on local projects includes County Highway M by the 53 overpass, which is two years out. Brian indicated he will go back to his office and look at moving that up as its most likely \$50,000 or less of a project. The County is on the search for more federal funds. County Highway SS will be started this summer from County Highway Q to South, it includes a couple of bridges. The ATV applications from the village by Clerk Story were received and traffic studies and safety studies will be done, applications will be reviewed this August for Spring 2023. All ATV applications throughout the County are only reviewed once per year. The County does winter maintenance as well as selling vehicles and equipment if the village has needs. Clarification of the frac sand agreement with the sand plants was discussed. There was a pot of money that the county would draw out on for roads but no additional money was given to the County for road repairs. Contact information and pamphlets were left from Brian.
- B. Discuss/Consider/Act Regarding Bids Received for the New Auburn Waste Water Treatment Facility Upgrades, including but not Limited to Awarding the Bid; - Review of WWTP schedule, discussion of bid tabulation and review of bids. Will be lowering the ponds as best we can, providing we don't have a big rainstorm. The new seepage cell will begin construction as soon as possible. Wastewater will be in the new cell and will be rotated, the west cell may not be finished until Fall. Cell will be a bit bigger than the existing cells. Steve McCracken is concerned with dust. Larry reiterated that dust control was put into the bids. The road will be graveled at end. Larry asked the Board if they needed any clarification of any item or any questions. None at this time. Clerk Story read the TID numbers from the 2021 estimated cash

- balance funding the loan. Loan is expected to be closed in July 2022. Bids received were: A-1 Excavation at \$2,293,627.00; Antczak Construction, Inc. \$1,725,732.30; Haas Sons, Inc. \$1,683,425.75; McCabe Construction, Inc. at \$1,523,115.80. The pre-construction conference meeting will be held at the Village Hall on June 6, 2022.
Motion by Trustees Pitts/Berg to approve McCabe Construction, Inc. as bid winner for the Wastewater Treatment Plant project in the amount of \$1,523,115.80.
- C. Consider/Act on the Appointment of David Lane, Village Citizen, to Plan Commission;
Motion by Trustees Berg/Pitts to appoint David Lane to Plan Commission. Roll call: Trustees Pitts – aye; Berg – aye; President Lotts – aye; Trustee Anderson – aye. 4-0. Motion carried.
- D. Consider/Act on May Street Rough Cost Estimate and Funding of Project Including Infrastructure Grant for Surface and Safe Drinking Water for Utility Mains;
 Clerk Story read aloud a Memo provided by Ehlers with regards to the May Street Project and Financing. In light of full \$611,000 for the development of May Street which includes water/sewer mains, valves, manholes, asphalt, and curb and gutter the options includes: 1) Continue with May Street project in 2022 at \$611,000, but by doing so would be less cash to use for the WWTP project and put the villages other funds at risk to subsidize the WWTP; 2) Delay May Street project until 2023 allowing more time for the village to pursue grant opportunities and lower the net cost of the project and also allowing more certainty over the potential value loss to the Chippewa Sands plant and clarify future revenues for the District; 3) Cancel the May Street project. The project was included in the TID project plan amendment as a potential cost but this does not obligate the Board to initiate the project. Cancelling the May Street project may prevent the proposed residential development from occurring however. Or 4) Request the developer contribute to the May Street project. Each of the previous options include the village assuming full responsibility for constructing the infrastructure. The village could negotiate with the developer to have them contribute a share of the costs to construct the infrastructure. This would reduce the village's cash contribution and reduce the risk of needing to use other village funds for its projects.
Consensus of the board to delay/cancel the May Street project until grants can be obtained, unless the developer wants to pursue the cost of the May St project.
- E. Consider/Act on Annual Donation to Rural Water for Equipment Borrowing;
Motion by President Lotts/Trustee Berg to donate \$300.00 to Rural Water for Equipment Borrowing. All aye. None opposed. Motion carried.
- F. Consider/Act on Resolution 2022-11 Water Utility Consumer Confidence Report (CCR);
Motion by Trustees Berg/Pitts to adopt Resolution 2022-11 Water Utility Consumer Confidence Report. Roll call: Trustee Berg – aye; President Lotts – aye; Trustees Anderson – aye; Pitts – aye. 4-0. Motion carried.
- G. Consider/Act on Ordinance 2022-08 Creating Section 16.20 New Auburn Code of Ordinances Regulations Adopted under the Authority Granted by WI Statutes 101.65;
Motion by Trustees Berg/Pitts to adopt Ordinance 2022-08 Adoption of Ch. SPS 320-325 & 327 of the Wisconsin Administrative Code, Appointment of Building Inspector, and Control over inconsistent provisions of ordinances. Roll call: President Lotts – aye; Trustees Anderson – aye; Pitts – aye; Berg – aye. 4-0. Motion carried.
- H. Consider/Act on Ordinance 2022-09 Creating Section 13.01(1)(J)(1) Adopting WI Statutes Chapter 961: Possession of Drug Paraphernalia;
Motion by Trustees Anderson/Pitts to adopt Ordinance 2022-09 Creating Section 13.01(1)(J)(1) Adopting WI Stats Ch. 961: Possession of Drug Paraphernalia. Roll call: Trustees Anderson – aye; Pitts – aye; Berg – aye; President Lotts – aye; 4-0. Motion carried.
- I. Consider/Act on Ordinance 2022-10 Creating Section 13.04 Prohibited Sale, Purchase, and Possession of Vaping Device Products by Minors;
Motion by Trustee Berg/President Lotts to adopt Ordinance 2022-10 Creating Sec.

13.04 Prohibited Sale, Purchase, and Possession of Vaping Device Products by Minors. Roll call: Trustees Pitts – aye; Berg – aye; President Lotts – aye; Trustee Anderson – aye; 4-0. Motion carried.

- J. Consider/Act on CD: Sewer Equipment Replacement Fund Maturing May 23, 2022 and General Fund Maturing May 31, 2022 Renewal vs Finance Recommendation from Ehlers; - Clerk Story explained that the budget will need to be amended to pay for the current budget gap that is due to the closure of Superior Silica Sands and the \$143,000 chargeback.
Motion by Trustee Pitts/President Lotts to cash out the General Fund CD of \$28,400.00 and deposit into General Fund Checking. Roll call: Trustee Berg – aye; President Lotts – aye; Trustees Anderson – aye; Pitts – aye. 4-0. Motion carried.
- K. Consider/Act on an Agreement with Onward Accounting, CPA for Temporary Services; - Clerk Story requested assistance with moving to pooled cash and for more efficiencies within the current accounting program and reconciliations of accounts. In speaking with Workhorse Support Team they have recommended Onward Accounting, Ginny Hinz who was an auditor for 32 years and has since is outsourcing her services. She is a CPA Accountant with years of knowledge and could assist temporarily, working remotely to get things up to today's standards.
Motion by Trustees Pitts/Anderson to hire Onwards Accounting temporarily for accounting services. Roll call: President Lotts – aye; Trustees Anderson – aye; Pitts – aye; Berg – aye. 4-0. Motion carried.
- L. Consider/Act on Ballfield Maintenance and Public Works Attendance to Groundskeeper University 0.5 day of Training;
Motion by Trustees Pitts/Berg to request the Public Works attend the 0.5 day training with Groundskeeper University online. All aye. None opposed. Motion carried.
- M. Discuss/Consider/Act on Employee Matters;
Discussion and Possible Consider/Act on Purchasing Vacant Lot(s);
Motion by Trustees Berg/Anderson to closed, closed session statutes read by Berg, at 8:59 p.m. Roll call: Trustees Anderson – aye; Pitts – aye; Berg – aye; President Lotts – aye. 4-0. Motion carried.
- N. Reconvene to Open Session
Motion by President Lotts/Trustee Berg to open session at 9:55 p.m.
Motion by President Lotts/Trustee Berg to purchase the vacant lot Parcel #23110-0122-6227OL04B from Bethel Lutheran Church in the amount of \$7,500.
- O. Consider/Act Clarification of Employee Benefit Life and STD with Aflac;
Motion by President Lotts/Trustee Berg to purchase life insurance, employer paid and short-term disability up to \$35.00/month effective May 15, 2022. [Clerk Note: Policy rules cannot start until June 1, 2022] Roll call: Trustee Berg – aye; President Lotts – aye; Trustees Anderson – aye; Pitts – aye. 4-0. Motion carried.
- P. Discussion and Possibly Consider/Act on Part-Time Employment for Utility Billing/Receipting up to 20 hours per week or Apprenticeship Opportunity;
Consensus of the Board to post a Utility Clerk position up to 20 hours per week.

10. Treasurers Report & Vouchers

- A. Payment Approval Report: General Fund #21458-21500 ACH22074-ACH22077; ACH22079-ACH22082; ACH22084-ACH22093; AHC22106-ACH22108; Sewer Utility #3973-3980; ACH22078; Water Utility #4412-4419; Parks Commission #2033; 2035
Motion by Trustees Berg/Pitts to approve the Payment Approval Report as presented. All aye. None opposed. Motion carried.
- B. Treasurers Report: General Fund; Sewer Utility; Water Utility; Parks Commission; TID#1;
Motion by Trustees Berg/Anderson to approve the Treasurer's Report as presented. All aye. None opposed. Motion carried.
- C. Morgan & Parmley Inv: Project 19-220 Feb-April 2022 \$14,940;
Motion by Trustees Berg/Pitts to approve M&P Invoice. All aye. None opposed. Motion carried.

- D. Ace Development: Estimate #9 Jeff Robey Ditch Digging and Rock \$525.00 and Park Ditch Digging and Rock \$525.00 for a total of \$1,050.00. – More information is needed.
No action.

11. Future Meetings

- A. Tuesday, May 17, 2022; Plan Commission 6-8 pm (Comp Plan)
- B. Tuesday, May 24, 2022; Board of Review 6-8 pm
- C. Wednesday, May 25, 2022; Parks Commission 6 pm

12. Adjourn at 10:27 p.m.

Motion by Trustees Berg/Anderson to adjourn the meeting.

Prepared By: Ardith Story,
Municipal Clerk-Treasurer