

**VILLAGE OF NEW AUBURN
MEETING MINUTES
Regular Board Meeting on
Thursday, February 9, 2023 at 7:00 p.m.**

The Village of New Auburn held a Regular Board Meeting at the New Auburn Village Hall, 130 E. Elm St., New Auburn.

I. CALL TO ORDER, Roll Call, Pledge of Allegiance

Meeting was called to order at 7:00 p.m. Answering roll call were President Brad Lotts, Trustees Allan Anderson, Gary Pitts, Dalton Hinke, and Shannon Berg. Staff present was Clerk Ardith Story. Others Present: Sgt Andy Clark, Dwain Trowbridge, Brady Bischel; President Lotts noted that New Business Item #8 will be set at the #1 for the meeting.

II. PUBLIC COMMENTS – None presented

III. CONSENT AGENDA

1. Correspondence;
2. Meeting Minutes;
3. Treasurer's Reports;
4. Payment Approval Report 1/13/23-2/10/23;
5. ERP (Emergency Response Plan);
6. WWTP Payment Request #4 Through December 31, 2022 in the Amount of \$30,839.56 to McCabe Construction;
7. Morgan & Parmley November 1 thru December 31, 2022 Engineering Fees Totaling \$12,272.50;
8. Sewer Billing Policy;
Motion by Trustees Berg/Pitts to approve the consent agenda excluding numbers 5 [ERP] and 8 [Sewer Billing Policy] at the request of the clerk as waiting on further information and not complete. All aye. None opposed. Motion carried.

IV. DEPARTMENT REPORTS OF EMPLOYEES/OFFICERS/COMMITTEES

1. Public Safety Report;
Sgt Clark presented the Chippewa County Sheriff's Dept report for the month of January 2023. During the month of January, we responded to the following calls: (1) 911 investigate; (2) assist EMS; (1) assist fire; (1) assist law; (1) person check; (1) civil standby; (1) municipal ordinance; (1) complaint recreational; (1) crash no PI; (1) criminal damage; (1) domestic disturbance; (2) frauds; (1) traffic hazard; (1) trespassing; (4) vehicle assists. Billable hours: 123.25.
2. Building Inspector Report;
Building Insp report was reviewed; two remaining nuisances burn piles remaining and the Fire Chief is working with the residents and waiting for the correct wind. The duplexes are insulating. The remodel of Old 53 is making progress and will have two apartments above and two office suites on the main level. Continuing remodel. Building inspector has been in contact with multiple people in regards to sidewalk clearing. As of 2/5/23 two sidewalk violations are in the process to be issued. Joe has also spoken with Tom Bischel about the Post Office sidewalk and Abode Apartments. In 2022 at year end there were 15 Residential Permits, 7 Commercial Permits, 1 Sign Permit, 3 Fence Permits, 1 Poultry Permit, 3 Raze Permits with total improvements totaling \$559,350 and total value of permit fees at \$4,270. Clerk Story added that in comparison to previous years the total of permits were averaging \$400 [Clerk Note: Upon running reports actual permits ran as of 2021: \$375; 2020: \$285; 2019: \$210. Although it's not about the permitting revenues but this clearly shows the continued improvements being made to better the community and that with the combined

efforts of the board, the building inspector, the assessor, the staff, and the citizens themselves we can make New Auburn an attractive sought-after place for others to want to live in so we can continue to grow and we have to grow, the school needs the growth and the local businesses needs the growth.]

3. Public Works Report;

PW presented a report but were not present due to hours. A water, wastewater, precipitation, and temperature readings were provided as new informational items to report. These are daily readings the PW staff takes but have never presented to the board. At the encouragement of the Administrator, they are now sharing this data.

4. Clerk-Treasurer Report;

The sewer relining – phase 2 was reviewed as well as East St for the LRIP resurfacing project. A review of future projects for the village were also reviewed with the board including the 5-year street plan, lead joint replacement project; north street project, WWTP – phase 2 (for the force main); well house 1 & 2 equipment upgrades and pump rehab; and lastly, the grant application and park amenity and upgrades. The snow piling agreement between the village and Citizens Connected was reviewed and discussed with the Board. The Spring Primary Election on February 21, 2023 was reviewed. The PSC public hearing was reviewed to move the public fire protection charge from a shared cost to a direct cost to customers. Information was posted. Preliminary tax settlement information was reviewed; however, not all the numbers were in so will have hard numbers at the March meeting. The Tourism Committee has had a lot of activity and planning an Easter Trunk Hop April 8th, a Halloween Decorating Contest for businesses, continuing with Santa’s Workshop, and Jamboree Days. The Zoning is getting finalized, the DNR has to review the Wetland, Shoreland, and Floodplain Ordinances and legal has to review the entire Zoning chapter.

Consensus of the board to approve the agreement as shown to the board between the Village and Citizens Connected for snow piling.

V. UNFINISHED BUSINESS

1. None;

VI. NEW BUSINESS

1. Guest Speaker: Presentation by Lori Artz & Roberta Guest, Chippewa County Housing Authority with Loan Opportunities for Citizens through the CDBG Programs; In working with Chippewa County Housing Authority, Clerk Story asked if they would like to come meet the board and explain what they can all offer to citizens of New Auburn. Currently, the village has \$115,000 available funds to loan to residents for home improvements. There is an application for \$38,000 currently in the works. There are income eligible guidelines. If these funds are not available district funds and even regional funds are available. Click on our website or we have brochures at the Village Hall.
2. Consider/Act on 2023 Building Inspector, Joe Atwood, Contract Renewal; Motion by Trustees Pitts/Hinke to approve the annual contract with Joe Atwood to work by the hour but not to exceed the current monthly rate. Trustee Pitts then amended his motion to include to appoint President Brad Lotts to sign the contract that will be amended to reflect the new verbiage. All aye. None opposed. Motion carried.
3. Consider/Act on General Code Recodification Agreement; Motion by Trustees Berg/Anderson to approve the General Code Recodification Agreement in the amount of \$11,495. [Clerk Note: This is a budgeted item and although board approval is not needed due to it being a budgeted item in keeping the transparency with the board have added it to the agenda.]

4. Consider/Act on Review of Well 1 and Well 2, Chemicals, and Pumps; Motion by Trustees Berg/Hinke to approve moving forward and obtaining quotes for the well house 1 & 2 equipment upgrades, pump rehab, and safety repairs in wellhouse 2. All aye. None opposed. Motion carried.
5. Consider/Act on Boom Mower [Budgeted Item] or Lease with Baribeau Implement; Motion by President Lotts/Trustee Anderson to approve the budgeted \$26,000 down payment and the \$10,000 remaining balance to be paid in January 2024. All aye. None opposed. Motion carried.
6. Consider/Act on Utility Easement to Fire Hydrant with Parcel 23110-0134-6227OL38A;
No action.
7. Consider/Act on CTH M Survey Marker with Parcel 23110-0211-60530312; Consensus of the board to approve Morgan & Parmley to put one survey pin marker back in at the parcel number noted.
8. Discussion & Possible Consider/Act on Village Board Podium;
The Chamber Desk was proposed by Clerk Story to the board to review the current desk as options to do nothing and keep what we have or to obtain quotes for a chamber desk that could be historically here for years to come. A new chamber desk would allow a more appropriate seating arrangement for board members as well as the public being able to hear the board members discussions better. The funds for the project could come from the increased long-term interest that the village moved in previous months. A proposal from a local business was obtained, CLC Woodworking. Discussions about the wood species and the proposed layout were had. CLC Woodworking owner, Brady Bischel was present to answer the board members questions and offered a one-to-two-year warranty for manufacturing and workmanship of the final product but not on scratches, everyday use. Motion by Trustees Berg/Hinke to approve CLC Woodworking to build a Chamber Desk using Hard Maple as choice of wood species to go with our current trim work in the amount of \$5,200. All aye. None opposed. Motion carried.
9. Consider/Act on Public Works Job Descriptions and Administrator Agreement; Motion by Trustees Berg/Anderson to close at 8:22 p.m. Roll call: President Lotts – aye; Trustees Anderson – aye; Pitts – aye; Hinke – aye; Berg – aye. 5-0. Motion carried.
Motion by Trustee Pitts/Hinke to reconvene to open at 9:09 p.m. All aye. None opposed. Motion carried.
Motion by Trustee Pitts/President Lotts to approve the Administrator contract as a salaried position and amend to state a three-year contract. All aye. None opposed. Motion carried.

**Proposed closed session pursuant to WI Statute 19.85(1)(c) to consider employment promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically, to review administration office matters.*

VII. Future Meetings

IX. Adjourn at 9:15 p.m.

Motion by President Lotts/Trustee Anderson to adjourn. All aye. None opposed. Motion carried.

Prepared by Ardith Story, Clerk-Treasurer