

**VILLAGE OF NEW AUBURN
MEETING MINUTES
Regular Board Meeting on
Thursday, March 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 to:

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

Call to Order at 7:00 p.m. Answering Roll Call were: President Brad Lotts, Trustees Allan Anderson, Gary Pitts, Dalton Hinke, Shannon Berg. Absent: None. Staff present was: Clerk Story; PW Bohl. Guests present: Amy Kelsey, Cooper Engineering; Larry Gothum, Morgan & Parmley; Sergeant Clark, Chippewa County Sheriff's Dept. Others Present: Dwain Trowbridge and Leanna Bacon [arrived at 7:20 p.m.].

II. Public Hearing for CDBG Grant was opened at 7:00 a.m.

President Lotts opened hearing. See CDBG minutes for full hearing minutes prepared by Amy Kelsey, Cooper Engineering.

Closed Public Hearing at 7:19 p.m. Roll Call: Allan Anderson – aye; Gary Pitts – aye; Dalton Hinke – aye; Shannon Berg – aye; Brad Lotts – aye. 5-0. Motion carried.

- III. PUBLIC COMMENTS** – President Lotts requested if any Comments. Dwain Trowbridge wants to know why specific groups are being targeted for running the street dance. Brad indicated to Dwain that this topic is being discussed under New Business. [Board tabled #6, 7, 8. It was later explained to Dwain that no specific groups are being targeted. The New Auburn Fish & Game has run the beer sales for the last 14 years during Jamboree Days. The Village cannot hold a Temporary Class B Fermented Malt License and neither can local bars as they are already issued Class B Liquor and Fermented Malt Licenses.]

IV. CONSENT AGENDA

1. Meeting Minutes;
2. Treasurer's Reports: Nov-22, Dec-22;
3. Payment Approval Report 12/09/22-1/12/22;
4. V-Plow for Blue Ford Truck [Budgeted Item];
5. Lampert Lumber Quote of Cabinets for Hall [Budgeted Item];
6. 2023 Ehlers Annual Disclosure;
7. Merchant Capture Device from Security Bank for Check Deposits;
8. Records Destruction as 1/12/23 Report Lists;
9. Annual Waste Sanitation Permits: Waste Management; Republic Services; Swift Sanitation; and Right-of-Way Rolloff;
10. Verizon Phone for Village Administrator;

Clerk Story noted that all items were in the agenda packet and asked if the board members had any questions on the consent agenda items.

Motion by Trustees Anderson/Hinke to approve consent agenda items #1-10. All aye. None opposed. Motion carried.

V. DEPARTMENT REPORTS OF EMPLOYEES/OFFICERS/COMMITTEES

1. Public Safety Report: Sgt. Clark reported on the February report. They responded to 6 calls consisting of: 2 animals at large, 1 animal nuisance, 1 assist law, 1 person check, and 1 mental health. Billable hours: 99.75. Billable hours YTD: 223.
2. Building Inspector Report: February 2023 monthly report reviewed. Two new building permits issued. Will be evaluating a couple of buildings in town to see if they are condemnable.
3. Public Works Report: PW Bohl provided the water, wastewater data that Moos prepared: 337,000 gal pumped in February with a daily average of both wells at 24,070 per day. Daily maximum pumped was 36,000 gal. Wastewater: Influent 813,600 gal.

Effluent 270,000 gal treated and discharged. Effluent [forcemain] was down due to the seepage cells shut down. The high temperature was 42 degrees in Feb and the low was 18 degrees. We received 16 inches of snow and ¼ inch of rain.

4. Clerk-Treasurer Report: Clerk Story reported that the mandatory Injury & Illness Annual report was filed, the Mobile Home Lottery Report was filed, working on the Recycling Grant annual filing, all the 2022 end of year reports have been filed. Currently working with the auditors for the 2022 audit year. Working with CBS Squared for the park improvement grant as well as the WWTP forcemain estimate, and the review/study of the well houses. Also, working with Cooper Engineering on the CDBG grant for the North St project. Barron County February tax settlement of taxes were received of \$5,468.33 and checks to Barron County \$1,337.82, SD New Auburn \$2,619.82, and Northwood Technical College of \$93.08 were cut. Chippewa County February tax settlement of taxes were received of \$395,658.08 and checks to Chippewa County \$35,309.47, SD New Auburn \$98,485.00, and CVTC \$9122.05 were cut. The utility easements the village is waiting on was reviewed. The PSC audit discussing the 2020 conventional rate case and the seven properties that are inside the village corporate boundaries but in the Town of Dovre and the specifics of the 2020 water audit was discussed. Credits for water from October 2020 thru January 2023 were issued. The Local Government 101 class is highly recommended for board members. Class dates were provided to board members. The boom mower is moving forward. The board had approved a boom mower at the budget workshops. The payment of \$26,000 will be issued as a down payment now and the \$10,000 will be paid in the 2024 budget. Chippewa County has reviewed the ATV route applications, five total were submitted. Three were denied due to safety concerns. Two were approved with the stipulation that we pay for their required signage and posts totaling \$1,680.21. The ATV club was contacted and didn't see an issue with contributing at least half for these costs. Chippewa County bans are being instilled on the 9th. Easter Trunk Hop is scheduled for Saturday, April 8th from 11 a.m. to 1 p.m. at the New Auburn school. Jamboree Days will be discussed in New Business. The Spring Clean Up day is scheduled for May 13th from 8 a.m. to 11 a.m. On March 8th a notice of WWTP Overflow was posted. This was due to a break in the force main near the WWTP, along CTH AA. A low volume of spillage was noted. The repairs were made. Letters were sent to the neighboring townships about the park improvements.

VI. UNFINISHED BUSINESS

1. None;

VII. NEW BUSINESS

1. Consider/Act on Ordinance 2023-02: An Ordinance Creating Chapter 27 of the New Auburn Ordinances to Create a Fair Housing Ordinance;
Motion by President Lotts/Trustee Berg to approve Ordinance 2023-02 to create a Fair Housing Ordinance. Roll call: Pitts – aye; Hinke – aye; Berg – aye; Lotts – aye; Anderson – aye. 5-0. Motion carried.
2. Consider/Act on Resolution 2023-06: Citizen Participation Plan;
Motion by Trustees Pitts/Hinke to approve Resolution 2023-06 Citizen Participation Plan. Roll call: Hinke – aye; Berg -aye; Lotts – aye; Anderson – aye; Pitts – aye. 5-0. Motion carried.
3. Consider/Act on Resolution 2023-07: Grant Project;
Motion by Trustees Hinke/Berg to approve Resolution 2023-07: Grant Project. All aye. None opposed. Motion carried.
4. Consider/Act on Resolution 2023-08: Outdoor Recreational Aids;
Motion by Trustees Berg/Hinke to approve Resolution 2023-08: Outdoor Recreational Aids. All aye. None opposed. Motion carried.

5. Consideration of Park Reservation/Exclusive Use permit application by the Tourism Committee, Softball Tournament, and New Auburn Fish and Game;
Motion by Trustees Berg/Pitts to approve park reservation application. All aye. None opposed. Motion carried.
 6. Consideration of Street Use Permit Application by New Auburn Fish and Game;
Tabled. No action.
 7. Consideration of Street Use Permit Application by Auburn Rod and Custom;
Tabled. No action.
 8. Consideration of Amplified Device Permit Application by the Tourism Committee;
Tabled. No action.
 9. Consider/Act on Notice of Award of Bid for CWF Sewer Lining to Visu-Sewer, Inc. in the amount of \$223,017.40;
Motion by Trustees Pitts/Hinke to Notice of Award to Visu-Sewer, Inc. in the amount of \$223,017.40. All aye. None opposed. Motion carried.
 10. Consider/Act on Waste Management's Proposal for Weekly Curbside Pickup and Bi-Monthly Recycling Pickup;
Board directed Clerk Story to gather board members input and draft a notice to citizens regarding the trash abuse and people dumping trash who don't reside within the village limits, and send out in the next utility bill with citizens being non-compliant fined \$150 per incident. Each board member will sign the notice. If continued non-compliance, the board will move to approve curbside trash.
 11. Consider/Act on Capital Improvement Plan;
Motion by Trustees Hinke/Berg to accept the Capital Improvement Plan as presented. Roll call: Berg – aye; Lotts – aye; Anderson – aye; Pitts – aye; Hinke – aye. 5-0. Motion carried.
 12. Consider/Act to Move Established Flexible Time Off into Paid Time Off;
Motion by Trustees Hinke/Pitts to approve FTO into PTO. All aye. None opposed. Motion carried.
 13. Consider/Act on Public Works Job Descriptions as per WI Stat. 19.85(1)(c);
Motion to close at 9:22 p.m. by Trustees Anderson/Berg. Roll call: Lotts – aye; Anderson – aye; Pitts – aye; Hinke – aye; Berg – aye. 5-0. Motion carried.
- VIII. Reconvene Into Open Session;**
Motion by President Lotts/Trustee Pitts into open session at 9:36 p.m.
Motion by President Lotts/Trustee Pitts to approve the job descriptions for Public Works as Jon Bohl covering Streets/Parks job description and Dan Moos covering Water/Sewer job description. All aye. None opposed. Motion carried.
- IX. Future Meetings;**
IX. Adjourn

Prepared by Ardith Story, Clerk-Treasurer