

**VILLAGE OF NEW AUBURN
MEETING MINUTES
Regular Board Meeting on
Thursday, June 8, 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 Shannon Berg; Trustees Dalton Hinke; Gary Pitts; Allan Anderson; Verlyn Motzer. Absent: None. Staff present was: Clerk Story and PW Bohl. Guests present: Sergeant Clark, Chippewa County Sheriff's Dept.; Travis Hakes; Chippewa County Sheriff. Others Present: Brad Lotts; Christa Paulson.

II. PUBLIC COMMENTS – President Berg presented Brad Lotts with a plaque awarding him with thanking him for serving the community for 13 years as Board of Trustee and Village President. The plaque reads “The Village of New Auburn and the community thanks you for serving on the Village Board for 13 years. Board of Trustee April 2010-April 2019, Village President April 2019-April 2023. Brad Lotts “Beagle”.”

III. CONSENT AGENDA

1. Correspondence;
2. Meeting Minutes;
3. Treasurer's Reports May 2023;
4. Payment Approval Report 5/12/23-6/8/23;
5. Consider/Act on Ordinance 2023-05 Waste Ordinance Amendment to Repeal and Recreate Waste Ordinance to include Mobile Home District;
6. Liquor Licenses from July 1, 2023 through June 30, 2024:
 - i. Class A Liquor & Beer by Dwain Michael Trowbridge, Agent, 404 May Street, New Auburn, WI 54757 for BRIDGE STOP, LLC., 330 W Main St., New Auburn, WI 54757;
 - ii. Class A Liquor & Beer by April Kaiser, Agent, 120 S 8th St., Cornell, WI 54732 for DOLGENCORP, LLC., 100 Mission Ridge, Goodlettsville, TN 37072 for DOLLAR GENERAL STORE #22014, 408 S Old 53, New Auburn WI 54757;
 - iii. Class B Liquor & Beer by LeAnna Bacon, Agent, 404 E Euclid Ave., Barron, WI 54812 for WINKLERBACON, LLC, known as THE QUARTHOUSE, 152 E Main St., New Auburn, WI 54757;
7. Coin Machine Licenses for four entertainment devices from July 1, 2023 through June 30, 2024 by LeAnna Bacon, Agent, Winklerbacon, LLC. for THE QUARTHOUSE;
8. Cigarette Licenses from July 1, 2023 through June 30, 2024:
 - i. Tobacco License by LeAnna Bacon, Agent, Winklerbacon, LLC. for THE QUARTHOUSE;
 - ii. Tobacco License by Dwain Michael Trowbridge, Agent, for BRIDGE STOP, LLC
9. Operator Licenses from July 1, 2023 through June 30, 2024 as submitted;
 - i. Operator Licenses Submitted for THE QUARTHOUSE: Amanda Becker; Kayla Calkins; Brandy Clark; Katelyn Harrison (Monnier); Amanda Henning; Sally Michalek; William Waldbuesser III, Adam Winkler;
 - ii. Operator Licenses Submitted for BRIDGE STOP LLC: Kathy Evenson; Hannah Kellum; Kyla Nelson; Crystal Peterson; Shelby Lotts; Miranda Keller;
 - iii. Operator Licenses Submitted for DOLLAR GENERAL STORE #22014: Veronica LaGessee; Leah Theesfeld; Tanya Weber;

10. Bid acceptance for East Street Repaving Project by Monarch Paving Company in the amount of \$95,810.20;
Motion by Trustees Anderson/Hinke to approve the consent agenda noting there is one bid for East Street received from Monarch Paving for \$95,810.20. Roll call: Trustees Pitts – aye; Hinke – aye; Motzer – aye; Anderson – aye; President Berg – aye. 5-0. Motion carried.

IV. DEPARTMENT REPORTS OF EMPLOYEES/OFFICERS/COMMITTEES

1. Public Safety Report;
 Sgt. Clark presented the May police report with 17 incidents inside the village consisting of 6 animal custody or at large; 1 assault; 1 check object; 1 vehicle check; 1 civil standby; 1 municipal ordinance; 1 domestic disturbance; 1 theft; 1 underage drinking; 3 vehicle assists. Billable hours: 122.75. Shifts worked: 34. Billable hours YTD: 575. Sgt. Clark clarified to the board the differences between billable hours and non-billable hours vs hours worked in the village and out and the process of the sheriff's department. Clerk Story asked about dog licenses and a discussion with Travis Hakes and Sgt. Clark and the board ensued. It was decided that the Sheriff Dept would draft a template letter that Clerk Story can mail out to citizens to assist in enforcing the delinquent/unregistered dog licenses. The upcoming contract was discussed.
Consensus of the board to appoint Clerk Story to work with Sgt. Clark to draft a new three-year contract with same contracted hours.
2. Building Inspector Report; Joe Atwood was not present so on his behalf Clerk Story presented Joe's report. Joe has been issuing notices for weeds as well as providing a No Mow May notice. There was some confusion with citizens that the village was participating in the No Mow May. Joe reported that the condemned properties, one is fixing up the building and the other is obtaining quotes to raze. Trustee Motzer questioned the report stating the village will not be demolishing the building. It is noted that this was not part of the agenda. The property owner is responsible for razing the building and has been given a deadline. Dollar General storm drain has been extended and the village is satisfied with the end result. Several new permits including a deck, new garage, fence and deck have been submitted. The lawns needing mowed noted as second notice were listed.
3. Public Works Report; PW Bohl reported the water pumped for the month of May was 855,000 gal with the daily max pumped as 49,000 gal. The wastewater influent took in 9,076,000 gal of ww to treat, the effluent treated and discharged totaled 2,756,000 gal, the effluent daily avg was 95,000 gal. The high temperature for the month of May was 87 degrees and the low was 39 degrees. New Auburn had 1.25 inches of rain in May. Jon has worked with M&P on site at the WWTP and lowered the ponds so the valves can get changed out.
4. Clerk-Treasurer Report; Clerk Story congratulated Brad Lotts for his 13 years of service in supporting the community. The Board also thanked Brad. Story reported that several calls have been received for the Water/Wastewater Operator position and a couple of applications have been submitted. Story will keep the board abreast of the schedule and status. The deadline is June 23rd for applications to be submitted. The Public Works Certification requirements with the DNR was discussed and reviewed. Rural Water will be meeting with PW Bohl next Tuesday to review the PH stabilization in the wells. There has been a request for a property annexation into the village as they would like to be allowed to utilize the village amenities such as the garbage dump and yard compost site and to vote in the village. Trustee Motzer expressed his opinion that he

does not want this property annexed into the village due to the public nuisance [junk yard] issues. President Berg pointed out that by having them annexed into the village then they would be required to follow our local ordinances.

Consensus of the board to allow annexation of the property and to begin the process. Clerk Story will have a presentation on grants and funding options as well as building and razing information from the district meeting and day conference she attended at a future meeting. The Plan Commission will be meeting soon to review a rezoning application for new construction plans. Clerk Story will be meeting with the Chippewa Court next week to review and finalize the abolishment of municipal court. Per the 2023 budget and budget hearing the issuing of debt was approved. The State Trust Fund Rate right now is at 5.5% and the local bank would offer 5.1% for a 10-year loan. Consensus of the board to draft the loan paperwork on a 10-year amortization for the capital outlay items in the budget, as previously issued at the budget hearing with Security Bank.

Clerk Story shared with the board the League insurance is now offering, free of charge, a CrisisRisk program, included in your membership. Public entities are nationally experiencing an increase in crisis events such as allegations of excessive use of force, abuse of power, first and second amendment violations, sexual misconduct, racial discrimination, workplace violence, to name a few. These situations are business unusual and lead to adverse outcomes. CrisisRisk makes a unique offering of advisory services and tools to assist you when facing crisis events, all come with no cost to the village.

V. UNFINISHED BUSINESS

1. None;

President Berg chose to break for the celebration of Brad Lotts as the village had snacks for all those present. Break at 7:57 p.m. President Berg called the meeting back to order at 8:14 p.m.

VI. NEW BUSINESS

1. Consider/Act on WWTP Payment Request #5 Through May 31, 2023 in the Amount of \$295,656.06 to McCabe Construction; Larry walked the board thru the disbursement and contract amounts. The original contract amount was \$1,523,115.80, a net change order of \$36,753.71, a contract sum to date \$1,559,869.51, total complete and stored to date \$1,414,697.01, retainage at 5% \$70,734.85, total earned less retainage \$1,343,962.16, less previous certificates for payment \$1,048,306.10, current payment due \$295,656.06, balance to finish plus retainage \$145,172.50.

Motion by Trustees Pitts/Hinke to approve the Wastewater Treatment Plant Disbursement #5. Roll call: Motzer – aye; Anderson – aye; Berg – aye; Pitts – aye; Hinke – aye. 5-0. Motion carried.

2. Update(s) of WWTP presented by Larry Gotham, Morgan & Parmley; Larry updated the board with the WWTP status of project including the items left which are valves and concrete slab being poured. All the fence is up now. There is a July 1st final project date and that is still on task. The board will be required to do a final walk thru once the project is finalized.

Consensus of the board to forego the field trip the board was planning to the WWTP to wait until the final walk through.

3. Consider/Act on Monitoring Wells;

Larry reviewed the use of the monitoring wells with the board. He indicated the wells are to check the groundwater quality as required by the DNR. He discussed at detail

their use, the service, where they are placed, and reminded the board of the previous meetings that have been held in discussions about the monitoring wells. Per the WPDES General Permit for the WWTP the agreement with the DNR is to replace the monitoring wells. The project was in the scope of the WWTP project as a whole. The wells are currently driven point and approximately 10-feet in depth. They will be replaced with drilled wells at a deeper depth. The new wells will be an insulated 2-inch pipe surrounded by another exterior pipe. They will use heavy construction 'matts' to get out into the swampy area to drill the wells. There will be no bridge allowed by the DNR on a temporary or permanent basis. The monitoring wells will be covered by the TIF as part of the WWTP project. The Public Works staff will continue to take samples and report these results to the DNR, as required by the DNR.

4. Update(s) on North Street Project;
Larry updated the board on the North Street project. The width of the street will be 33-feet, will have curb and gutter, no sidewalks, and will have storm sewer drainage. The road will actually be lowered so the runoff will work as designed for storm drainage to flow over the curb and gutter. Should hear from the Block Grant in August. Currently, 50 percent of the engineering design phase is complete. Plans will be presented to the Administrator for her and public works to review them prior to final board approval. Trustee Motzer questioned why sidewalks are not being included in the project. It was decided previously by the Board [prior to Motzer's election] to not include sidewalks. Motzer expressed his disappointment that sidewalks were not included. President Berg explained citizens do not want to maintain the sidewalks and where is the village going to come up with the money to pay for the sidewalks. Larry confirmed that Block Grants for low to moderate incomes do not allow to assess them back to the property owners.
Consensus of the board to not proceed with sidewalks on the North Street Project.
5. Consider/Act on Village Park Volleyball Court Upgrades;
President Berg had been questioned by Scott Dahmer, the point of contact for the volleyball tournament during Jamboree Days whether the village was going to pay for new volleyball nets, poles, and cranks. President Berg presented the details and the board discussed. Nets were purchased a couple of years ago and poles were addressed.
Motion by Trustees Motzer/Hinke to not address the volleyball court modifications or nets. All aye. None opposed. Motion carried.
6. Consider/Act on Park Pavilion Rental Agreement with New Auburn School District;
Discussion of park pavilion rental fee being waived for the school. Legally ok for the school as it is intergovernmental, other non-profit organizations do not fall into that category.
Motion by Trustees Anderson/Pitts to appoint Ardith Story to draft an agreement to waive the park pavilion fee unless the school does not clean up the pavilion and/or restrooms, then the school will be charged a \$65 fee. Trustee Hinke abstained. President Berg abstained. All others aye. None opposed. Motion carried.
7. Consider/Act on Rental Fees for Park Pavilion, Shelter, and Hall; Review of new process and form and discussions and review of the new fees by full board.
Motion by Trustees Hinke/Pitts to approve the form as drafted to create a new policy for the user fees for the pavilion, softball field, shelter, and hall rentals. All aye. None opposed. Motion carried.
8. Consider/Act on 20 folding tables to purchase for Park Pavilion and Hall;
Motion by Trustees Motzer/Hinke to approve (20) twenty new fold-up resin plastic tables, (10) for the park and (10) for the hall. All aye. None opposed. Motion carried.

9. Review of Waste Management's cost for curbside waste and Possible Rescind of May 31, 2023 motion to approve Waste Management to go curbside for waste and recycle; Motion by Trustees Motzer/Pitts to rescind their motion from May 31, 2023 special board meeting to disapprove of their previous motion approving going forward with curbside waste/recycle service. All in favor. None opposed. Motion carried. Consensus of the board for no action on modifying or changing the motion on the waste/recycle dump.
10. Consider/Act on Quotes for Security Cameras and Rescind motion of May 11, 2023; Motion by Trustees Hinke/Motzer to rescind their previous motion from May 11, 2023 Regular Board Meeting. All aye. None opposed. Motion carried. Motion by Trustees Hinke/Motzer to approve Citizens Connected camera quotes and to issue the debt on a 10-year loan with Security Bank. All aye. None opposed. Motion carried.
11. Consider/Act on Ordinance 2023-06 Third Signor;
No action. Ordinance needs drafted and wasn't reviewed by legal prior to meeting. Consensus that the third authorized signor and President Pro Tem to be Trustee Gary Pitts. All aye. None opposed. Motion carried.

IX. Adjourn

President Berg adjourned the meeting at 9:33 p.m.

NOTE: Any person who has a qualifying disability as defined by the American With Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Clerk-Treasurer at (715) 237-2223 by 2 p.m. the Monday prior to the meeting so that any necessary arrangements can be made to accommodate each request.

Prepared by: Ardith Story,
Municipal Clerk-Treasurer