

**VILLAGE OF NEW AUBURN  
MEETING MINUTES  
Regular Board Meeting on  
Thursday, July 13 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** at 7:00 p.m.
- II. **Roll Call** Answering roll call were President Shannon Berg; Trustees Verlyn Motzer and Gary Pitts. Allan Anderson [arrived at 7:56 p.m.]. Absent: Dalton Hinke. Staff present: Clerk Ardith Story. Guests Present: Joe Atwood, Building Inspector; Chippewa County Sheriff's Dept., Jim Reif, Superintendent at the School District of New Auburn and Joel Brown, President of the Chetek ATV Cruisers and Vice-President of the Naburn Road Runners ATV Clubs. Sgt. Clark arrived at 7:21 p.m.
- III. **Pledge of Allegiance**
- IV. **PUBLIC COMMENTS**  
Jim Reif presented to introduce himself to the Village Board. He officially became the Superintendent at the School District on July 1, 2023. He wanted to formally extend a working relationship and has been working with Clerk Story on a few items. The Board extended a welcome and look forward to working together in the community. Joel Brown presented to clarify that the Naburn Road Runners ATV Club do not want to pay for ATV signage. Joel went on to state that their club has a review of organizations, procedures, and bylaws similar to any organization. Joel assumed there was a miscommunication with respect to the ATV signage. Clerk Story informed Joel that when the route applications were submitted to the County in 2022 the village paid for them [the routes applied for was at the request of the ATV club]. Of all five routes only two routes were approved by the County. When the Highway Commissioner contacted the village in regards to the ATV signage with the intent the two routes would only be approved with the condition of the extra signage, previous President Lotts informed the Clerk to contact Andy Anderson, the president of the Naburn Road Runners, for which he verbally offered to pay half of the signage. If Andy had a 'formal process' to follow then he should have stated so in the conversation and not agreed to pay half of the signage. Clerk Story stated she will require everything in writing for future. A lengthy discussion ensued between Trustee Motzer and Joel with respect to the ATV trails outside of the village.
- V. **CONSENT AGENDA**
  1. Correspondence;
  2. Meeting Minutes;
  3. Treasurer's Reports: Monthly Report for June 2023 and 2<sup>nd</sup> Quarterly Reports;
  4. Payment Approval Report 6/9/23-7/13/23;
  5. Resolution 2023-16 Fee Schedule Amendment;
  6. Resolution 2023-17 Limited Pavilion Fee Exemption with the School District of New Auburn;
  7. Resolution 2023-18 Disbursement of Debt Issued 2023 Budget;
  8. Softball Field Agreement with the School District of New Auburn;
  9. Committees/Officers List to Amend Weed Commissioner;
  10. Closure of Accounts General xx28, Water xx90, Sewer xx92;

Motion by Trustees Motzer/Pitts to approve the consent agenda as presented. All aye. None opposed. Motion carried.

**VI. DEPARTMENT REPORTS OF EMPLOYEES/OFFICERS/COMMITTEES**

1. Public Safety Report;  
Sgt. Clark presented the police report. July they responded to 22 incidents consisting of: 2 investigate 911, 1 alarm, 1 EMS assist, 1 law assist, 1 person check, 3 vehicle checks, 1 child custody, 2 misc complaints, 2 car animal crashes, and 1 harassment. Hours inside the village were reduced due to continued staffing issues with the patrol division. The first circuit court date in Chippewa County will be on July 17<sup>th</sup> and an update to the Board will be given at the August meeting. Billable hours: 67. Shifts worked in Village: 19. Billable hours YTD: 642.
2. Building Inspector Report;  
Joe Atwood presented the building inspector report. A review of permits obtained in June and progress on the existing permits.
3. Public Works Report;  
Clerk Story presented the water and wastewater report for Public Works for June. The CMAR report was reviewed and the explanation of the grading was explained to the board. The lead and copper annual sampling are due and 10 homes have been approved by the DNR to conduct the test sites. This is required every three years. Jon is working on getting that complete. The park bathrooms have been having issues with mischief and kids starting fires in them. The ditching is complete at the park alongside CTH SS. Public Works had an emergency dig on E Dell Street. Well #1 had a daily average of 14,330 gal; well #2 had a daily avg of 27,870 gal; total water pumped for June was 879,000 gal; daily max was 43,000 gal; wastewater influent took in 720,000 gal to treat; effluent treated and discharged was 639,000 gal; the high temp was 92 degrees; low temp 39 degrees; precipitation for June was 2.55 inches. Trustee Motzer questioned the ditching to drain at the park; why there are no lines on the parking lot at 175 Park St by Shelter and the curb stops need to be fastened down; the park restroom needs to be painted inside and outside; a water hydrant needs to be added at the shelter; and North St and S East St need to be swept with the sweeper.
4. Clerk-Treasurer Report;  
Village lots on S East St will be published July 19<sup>th</sup> and are currently posted open for bids; a survey for the direct annexation into the village for six of the seven properties, the survey is needed for the new corporate boundaries; a brief review of reports filed in June; review of our current loans and loan schedule; treasurer's conference next week via zoom meetings;

**VII. UNFINISHED BUSINESS**

1. None;

**VIII. NEW BUSINESS**

1. Update on WWTP (set final walk thru date to close on project);  
Larry Gotham, Morgan and Parmley, gave a report via email on the WWTF update. The facility is substantially complete with the effluent now being discharged from Cell 3. There is still some work to do, but Spring Lake estimates that they will be done by the end of the day on Tuesday. When the contractor says they are done, a punch list will be prepared so that those outstanding items can be corrected as soon as possible. Before the punch list is given to the contractor we would like the Board to do a walk through. That way any Board concerns can be included in the punch list. Even though Jon is familiar with the project, we will go over the operation details with him again. We will put together an update for the current O&M along with all of the other closeout documents. We do not anticipate a written O&M until later this fall. The project has a

one year warranty. A report on NORTH ST project: The Safe Drinking Water Application was submitted to the DNR at the end of June. The water plans were submitted to the DNR at the end of June. We are working on finishing up the sanitary sewer plans and the storm sewer plans. The sewer plans and Clean Water Fund Application will be submitted before the end of September. The CDBG application is currently under consideration and we expect to hear from them in about a month. The project details have been discussed at Board meetings but we can meet with you or the Board and review the plans in detail, just let us know. There will be other concerns that need to be addressed including construction easements.

2. Consider/Act Gravel in Alleyway S North St;  
Tom Bischel provided a quote for graveling a small section of the alleyway from Triad north to North Street, specifically a section behind 328 N Old 53 property. The quote was presented to the board along with an aerial diagram of the area discussed. After discussion and review by the Board, the Board took no action due to not wanting to complete just a small section. It will be reviewed at budget time for 2024 budget. No action.
3. Consider/Act on items to be posted on the Wisconsin Surplus Auction;  
Motion by Trustee Anderson/Pitts to list the 1985 Red Truck and the yellow plow in the dump onto the Wisconsin Surplus Auction. All aye. None opposed. Motion carried.
4. Consider/Act on Annual Review of Health Insurance;  
Motion by Trustee Anderson/Pitts to approve enrolling into the Wisconsin Retirement System and Wisconsin State Health Insurance Plan. Roll call: Pitts – aye; Motzer – aye; Anderson – aye; Berg – aye; 4-0. Motion carried.
5. Discussion of and Possible Consider/Act on Closed Session and Board Members Attendance;  
President Berg discussed attendance reminding board members to attend and per the Trustee Board Handbook only three meetings can and should be missed in a years' time. The citizens have elected us and trust us to be in attendance to make the decisions for the community, Berg stated.  
Motion by Trustees Pitts/Anderson to appoint President Berg to discuss with Trustee Hinke regarding attendance. All aye. None opposed. Motion carried.
6. Convene into Closed Session per Wis. Stat. § 19.85(1)(c) “[c]onsidering employment...” to wit, discussion and consideration on employment for the Water/Wastewater Operator Position Interviews.  
Motion by Anderson/Motzer to closed session at 8:44 p.m. Roll call: Trustees Motzer – aye; Anderson – aye; President Berg – aye; Trustee Pitts – aye. 4-0. Motion carried.
7. Reconvene into open session.  
Motion by Anderson/Motzer to open session at 9:20 p.m. All aye. None opposed. Motion carried.
8. Possible action on closed session item.  
Motion by Motzer/Pitts to appoint Clerk Story to act on subject matter as directed in closed session. All aye. None opposed. Motion carried.

**IX. Adjourn**

President Berg adjourned the meeting at 9:20 p.m.

Prepared by: Ardith Story,  
Municipal Clerk-Treasurer