

**VILLAGE OF NEW AUBURN
MEETING MINUTES
Regular Board Meeting on
Thursday, August 10 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 President Shannon Berg, Trustees Dalton Hinke, Verlyn Motzer, Allan Anderson, Gary Pitts. All present. Staff present: Clerk Story, PW Bohl. Guests present: Chris Gierhart, Weld, Riley; Joe Atwood, Building Inspector; Sgt. Andrew Clark, Chippewa County Sheriff Dept. Others present: Tom Bischel, Brady Bischel, and Andrew Smith.
- III. **Pledge of Allegiance**
- IV. **PUBLIC COMMENTS:** None.
- V. **CONSENT AGENDA**
 1. Correspondence;
 2. Meeting Minutes;
 3. Treasurer's Reports: Monthly Report for June 2023 and July 2023;
 4. Payment Approval Report 7/14/23-8/10/23;
 5. Resolution 2023-19: Wisconsin Retirement System;
 6. Ordinance 2023-07: Lawns and Weeds;
 7. Acceptance of Resignation of David Lane from Plan Commission;
 8. Ordinance 2023-08 ATV Amendment [Route Map];
 9. CLC Woodworking, LLC's Podium Quote of \$1,250;
Motion by Trustee Hinke/Motzer to approve consent agenda. All aye. None opposed.
Motion carried.
- VI. **DEPARTMENT REPORTS OF EMPLOYEES/OFFICERS/COMMITTEES**
 1. **Public Safety Report:** Sgt. Clark reported on the July report. During the month of July, the Sheriff's Office responded to 23 total incidents within the village consisting of the following call types: 1 911 investigate, 1 assist-law, 3 check person, 2 check vehicle, 2 complaint misc., 1 noise complaint, 1 criminal damage, 1 harassment, 1 juvenile runaway, 1 juvenile case, 1 mental health, 1 public relation, 2 thefts, 1 traffic complaint, 1 traffic hazard, 2 OWI, 1 vehicle assist. Sergeant Clark also participated in and led the parade during Jamboree days. The court officer reported no issues during the initial court date. Billable hours: 111.25. YTD Billable hours: 753.25
 2. **Building Inspector Report:** Joe reported on the July building report. May Street duplex is being taped and textured. In regards to the barrels outside of BP Joe spoke with the owner who indicated the owner is waiting on test results and that by Federal Law have to remain there for now. The 328 Old 53 property is moving forward. The parking lot is complete. Driveway approach looks good. Parking lot is gravel. The parking lot is not required to have screening because it does not border a residential district. Owner indicated that the deck, roof, and siding should be done mid-September. Work is being contracted out. The state commercial inspector stated the building is in compliance. The 324 Old 53 building is in poor condition and no response from owner or owner's daughter. A special inspection warrant has been submitted and awaiting a judge's signature at which point it is obtained the building inspector, village administrator, and a deputy will inspect the inside of the building. The 125 E North St property has assumed a new owner. Owner is razing the home and garage. The Dollar General drainage ditch and berm was inspected on site and is draining correctly. This closes out this inspection. Review of permits and permit log was supplied to the board in their packets.

3. **Public Works Report:** PW Bohl reported that July had 317,000 water from Well #1 and a daily average of 10,000 gal and 486,000 water from Well #2 with a daily average of 15,000 gal. Total water pumped was 800,000 gal with daily max pumped 43,000 gal. Wastewater influent took in 684,000 gal of wastewater to treat. Effluent treated and discharged was a total of 50,000 gal. Currently refilling ponds. They are full within the next week. Reviewing punch lists. Will visit monitoring wells next week. The high temperature was 94 degrees and the low was 46 degrees. New Auburn had 4.45 inches of rainfall.
4. **Clerk-Treasurer Report:** Mobile Home Park Waste Management Notice mailed out to Balsam Ridge residents; discussion on the 2024 Election schedule; Water rate comparison to three counties – this will be changing as both Bloomer and Chetek’s rate will be going up significantly; Update on Sewer Relining phase II and Visu-Sewer’s final bill – on September’s meeting to finalize. Then will get reimbursed from DNR once final disbursement gets put in – be approximately \$194,120; Reminder – Sewer Relining Phase III will be in 2024, looks like it will be under budget than this year’s project; Wayfinding signage has been ordered (arrow signs for cemetery and park pavilion); Records request from Republican party GOP... legal is reviewing it due to its implications; 224 N Columbia St wants two trees that are in his front yard removed – these were reviewed by public works who states they are in great shape. I am having Eco Tree stop in and review them as he is a tree arborist. If there isn’t a reason to incur expenses to take them down then I would recommend to the board that this not get addressed – it would be most feasible to address these when Columbia Street gets repaved, if it’s necessary; Speaking of Eco Tree, I’ve requested him to look at trimming back the branches to the road right of way down the WWTP driveway, they are encroaching the roadway; *If the Board passes the WRS Resolution...* the new retirement plan will be effective January 1, 2024. Only once that is in place can we review and address the health insurance plans as the state requires WRS retirement to be place prior to servicing health insurance; Grant awards for the streets and park should be coming in end of month into September. Hope to have an answer by next meeting; The road patch on North Street will be done in a couple of weeks; The repaving of sections of S East St looking at completion to be done by October 1st. Monarch Paving will be starting middle of September; Jon and I working on Paser Ratings (street surfaces) – these are for our Transportation Aids. The WI – DOT has this year started requiring everything to be submitted online. The sooner we get these completed the better odds for funding we get; Waste Management will now be charging \$79 per yard when there is contamination of recycling bins. Meaning, if there are bags in the plastic bin, garbage in any of the recycling bins, etc. The overfull of garbage or recycle bins is now \$225 per each occurrence; July is always a good month since we get a number of deposits from the State. We received deposits for: a. School tax levy limit \$39,709.76 – Chippewa Co, b. School tax levy limit \$26,807.52 – Barron Co, c. Shared revenues \$25,144.12 – Chippewa Co & Barron Co., d. First dollar credit \$13,709.87 – Chippewa Co, e. First dollar credit \$914.76 – Barron Co., f. Video Service Provider Aid \$922.20 – Chippewa Co, g. Exempt Computer Aid \$1,333.55 – Chippewa Co [TID District], h. Exempt Computer Aid \$283.71 – Chippewa Co., i. Exempt Computer Aid \$4.16 – Barron Co

VII. UNFINISHED BUSINESS

1. Consider/Act on Property Sale Parcel #23110-0131-60470101 and #23110-0131-60470114;
Motion by Trustees Hinke/Pitts to decline the offer and relist at a later date, possibly spring 2024. All aye. None opposed. Motion carried.
2. Review of Board of Trustee Handbook and Code of Ethics;
Chris Gierhart, Weld, Riley reviewed policies and procedures as per state statutes and

trustee handbook as well as the Code of Ethics. Specifically, actions go through the governmental body, not one or two trustees. Village President can vote on all actions and he/she runs the meeting and sets the agenda; however, the president can point a person to oversee the agenda. Two trustees can get an item on the agenda overriding the president. Agendas and minutes were discussed. If a topic is not on the agenda, it cannot be discussed in the meeting. Must state need to get it on the agenda and will be addressed at a future meeting. A quorum represents three trustees. If trustees know they will be absent must let the Clerk know. Board meetings can be via zoom; however, would need to adopt a resolution for this. Actions taken by votes – going into closed session requires a roll call vote as well as back into open session. Conflicts of interest were reviewed including abstaining from voting. Any trustee can abstain at any time if don't wish to vote yay or nay. Municipalities are limited to reasons to go into closed session by statute. Those were discussed briefly. Roll calls are required for some reasons at public hearings such as adopting or amending an ordinance or abandoning part of a street. Public comment was discussed and limiting to agenda items only is an option for the board to do. After discussion of this the board directed that an ordinance to be drafted to reflect public comment limited to agenda items. Per WI Statutes it is not required to have 'public comment' on the agenda. Ethics statute was reviewed including public officials not accepting gifts, money is prohibited and cannot award their own businesses. The role of the trustee was reviewed including trustees nor the village president can dictate to the employee regarding their job or job description. They must give direction as a governmental body, at an open meeting. Public records were reviewed briefly whereas subject to public records laws. Closed session refresher on not discussing items outside of closed session and can only be discussed with the person or persons that were physically in closed session. General resources and questions should be directed to Ardith, the village administrator. Trustees can debate an item and it is healthy to have varying opinions. Public officials should be aware of media and the public and village opinions should be coming from the board as a whole and all media should be coordinated with Ardith. All questions were answered.

VIII. NEW BUSINESS

1. Consider/Act on Monitoring Wells Installation Estimate Received from Intertek PSI for \$8,034. Larry Gotham from Morgan & Parmley updated the history of the monitoring wells. There is \$10,000 in the WWTF construction budget already. They will start next week in attempting to drill the MW. A quarterly MW sample will be taken the end of November and the next sample will be April 2024. Intertek PSI provided M&P an estimate worksheet of \$7,584.00 for field exploration and engineering services for the monitoring well drilling.
Motion by Trustees Anderson/Pitts to approve the Intertek PSI Invoice of \$7,584 which will be a disbursement under the WWTF project. All aye. None opposed. Motion carried.
2. Review of and Update to the WWTF Project. Larry Gotham, M&P, updated the board on the current WWTF project including the completion initially was scheduled to be July 1, 2023. There is an extension on the project however is substantially complete. Most of the items on the punch list are complete. Flushables are not breaking down which could plug the aeration system. The lift station has a catch basin. We could install a second line of defense.
Consensus of the board for Morgan & Parmely to obtain a quote for a catch basin to be provided at the next meeting.
3. Convene into Closed Session per Wis. Stat. § 19.85(1)(d) "considering strategy for crime detection or prevention" to wit, discussion and consideration of crime detection and

prevention related to violations by minors of Code of Ordinances Sec. 13.04: Trespass and Sec. 13.01(1)(H)(11): Contributing to the Delinquency of a Minor;

4. Reconvene into open session;
 5. Possible action on closed session Agenda Item No. 2'
 6. Consider/Act on Intergovernmental Agreement with Chippewa County Housing Authority, a.k.a. Sunrise Village for Provision of Snow Removal Services. Chris Gierhart indicated the Village created the Housing Authority but are separate entities. Chris provided options of the snow plowing. It was Consensus of the board to appoint Ardith Story to decline the drafted Housing snow plow agreement.
 7. Consider/Act on Part-Time Temporary Public Works Labor up to 20-Hrs/Week; No action.
 8. Consider/Act on General Code Phase I Organizational Analysis Updates on New Auburn's Code of Ordinances. Review of Phase I by Clerk Story including a complete walk thru of the questions and directions required by General Code. Motion by President Berg/Trustee Hinke to authorize the clerk to submit the phase I questionnaire to General Code as reviewed and completed by the board. All aye. None opposed. Motion carried.
 9. Review of and Possible Consider/Act on Park Pavilion Quotes Received for Gutters and Downspouts for Storm Runoff. Review of three quotes received. Motion by Trustee Motzer/Pitts to award Big Dog Construction, Eau Claire for park pavilion gutters for \$2,010. Opt to go with snow bars on roof for \$1,607. All aye. None opposed. Motion carried.
 10. Review of and Possible Consider/Act on Park Pavilion Entrance Sign and Quotes; Motion by Trustee Hinke/President Berg to accept the estimate for a park pavilion entrance sign opting with Trex Decking and Stainless-Steel option for \$17,200 with CLC Woodworking, LLC.
 11. Consider/Act on #39 Valve Replacement on S East St with A-1 Excavating not to Exceed \$8,000; Motion by Trustees Motzer/Hinke to accept A-1 Excavating estimate on valve replacement on S East St. All aye. None opposed. Motion carried.
 12. Consider/Act on Appointment of Plan Commission Vacancy; No action.
 13. Review of Future Meetings: Plan Commission 8/15; Open Book 8/29; BOR 9/6;
- IX. Adjourn at 9:30 p.m.**
Motion by President Berg/Trustee Hinke to adjourn. All aye. None opposed. Motion carried.

Prepared by: Ardith Story,
Municipal Clerk-Treasurer