

**VILLAGE OF NEW AUBURN
MEETING MINUTES
Regular Board Meeting on
Thursday, September 14 at 5:00 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 5:00 p.m. by Trustee Dalton Hinke as appointed by President Shannon Berg.
- II. **Roll Call:** Answering roll call were: Trustees Dalton Hinke; Verlyn Motzer; Gary Pitts. President Shannon Berg arrived later at 6:10 p.m. Absent: Allan Anderson. Staff present: Clerk Story. Guests present: Charlie Walker, Chippewa County Economic Development. Others present: Sargeant Andrew Clark, Ezra Gotham, Morgan & Parmley, John Hahlberg, Tom Bischel, Brady Bischel Nick Jones.
- III. **Pledge of Allegiance**
- IV. **PUBLIC COMMENTS** none.
- V. **CONSENT AGENDA**
 1. Correspondence;
 2. Meeting Minutes;
 3. Treasurer's Reports: Monthly Report;
 4. Payment Approval Report 8/11/23-9/14/23;
 5. Resolution 2023-21 Reimbursement of Expenditures;
Motion by Pitts/Motzer to approve the consent agenda. All aye. None opposed. Motion carried.
- VI. **DEPARTMENT REPORTS OF EMPLOYEES/OFFICERS/COMMITTEES**
 1. Public Safety Report: Sgt Andrew Clark reviewed the police report from August. Officers responded to a total of 25 incidents consisting of: 6 person checks, 2 vehicle checks, 1 civil standby, 2 misc complaints, 1 domestic disturbance, 1 elder abuse, 1 fraud, 1 harassment, 1 juvenile case, 2 mental health, 1 missing property, 1 theft, 1 traffic arrest, 1 traffic hazard, 1 school bus violation, and 2 vehicle assists. Billable hours: 111.75. Billable hours YTD: 865.
 2. Building Inspector Report: Joe Atwood reviewed current building projects, a request for a special inspection warrant to be obtained thru the Clerk and Chippewa County Court. A building permit log was submitted for the board's review by the Clerk to show YTD permits.
 3. Public Works Report: Administrator requested Tom Bischel, who was present for another topic item to update the board on public works report. Bischel is temporarily assisting the village during the interim of staffing changes. Tom indicated that new blades will be necessary for the snowplow, reviewed the current equipment, organized the shop, and has been completing the meter reads and sampling for the DNR for water and wastewater compliance.
 4. Clerk-Treasurer Report: Clerk Story reviewed the final 2022 audit report. Story asked board if they would like the auditor to come present a report of the findings. After providing each board member a copy of the 2022 audit the clerk reviewed a few most pertinent financial sheets from the audit report, 2) update on sewer relining – phase II project, looking at final disbursement to be \$204,337.60, 3) special inspection warrant from Chippewa County Circuit Court being issued, 4) met with Dwain Trowbridge, his engineer, (Cooper Engineering), and Bernie Lenz (Village Engineer) re: May Street discussion. Dwain approved Cooper to move forward with the design plan for storm run-off to include extra ditching along May Street so as not to impede on the northern property, Dwain will be finalizing the letter of credit in order to proceed; 5) August tax

settlement from Barron Co \$15,443.82 and Chippewa Co. \$122,266.77; 6) The School District of New Auburn had an extra \$10,000 that resulted from the School Levy Tax Credit exceeding the actual School Levy from their 2022 computation. Option now is to either 'absorb into the levy' or proportionately pay down the balances modifying tax statements myself before mailing them out. After discussion, it was Consensus of the village board to absorb the excess amount back into the levy.; 7) The new Public Works employee for Water/Sewer, Scott Decker, will start work starting September 18th; 8) The new Grounds and Facilities Maintenance, Mike Steinmetz, will start on October 2nd; 9) will discuss Town Web for a new website during budget workshop meetings – budget workshop meeting dates were discussed with board.

VII. UNFINISHED BUSINESS

1. None;

VIII. NEW BUSINESS

1. Update on EDC Grant Presented by Charlie Walker; Charlie Walker presented to discuss information on a grant that was awarded. When the frac sand plants closed it created an "opportunity zone" or "bio economic zone". ARPA fund monies will be used to reach out in a 75-mile radius to review and study a BDO Zone Agricultural Feedstock. There was an adjustment on the grant to include rail, ship rye and corn. Nebraska has a biodiesel facility which provides feed stock. The grant was awarded to review infrastructure, rail, highway, and water/sewer. The grant amount awarded was \$59,000 which 113 co. funded for the EDC opportunities. The project will take about a year to complete. Consultants completing the study are from Canada. EDC continues to discuss automation, drying, corn storeroom, talking to other companies. The Union Pacific was here two weeks ago. Scott Beers and Charlie Walker went to Ohio to review an inter modem facility. A possibility of a pop-up store in New Auburn. More information to follow.
2. Update on WWTP Presented by Ezra Gotham, Morgan & Parmeley; The board members presented to the WWTF and were led by Ezra and Ardith for an on site facility field trip to review the WWTF facility project as its near end of construction.
3. Consider/Act on Change Orders for WWTF – B&B and Springlake; Change Order #3 included B&B Electric, Inc. added ground wire between blower building and control building totaling \$1,575; Springlake Contracting Inc changed an aerator rope tether to stainless steel cable (\$1,297.44), aeration cable extensions (\$1,182.17), and a trash rack installation (\$4,865.70) totaling \$7,345.31; and McCabe Construction Inc added seepage cell rock removal and ramp construction in May 2023 (\$5,024.50) and seepage cell rock removal in August 2023 (\$2,028) for Change Order #3 totaling \$15,972.81. The original contracted price of the WWTF upgrades were \$1,523,115.80, previous change order increased the amount to \$1,559,869.51 and with the addition of CO#3 the new contracted price is \$1,575,842.32.
Motion by Motzer/Anderson to approve Change Order #3. All aye. None opposed. Motion carried.
4. Consider/Act on Chippewa County Sheriff's Dept 3-year Contract; No discussion. No action. Chippewa County hasn't finalized review yet.
5. Consider/Act on Chippewa County Humane Association Annual Contract; Motion by Pitts/Anderson to annually renew the Chippewa County Humane Association contract as presented. All aye. None opposed. Motion carried.
6. Review Previously Board Motion to Sell the 1985 Ford Snowplow Truck; No action. Present at next board meeting
7. Possible Rescind Motion to Sell the 1985 Ford Snowplow Truck; No action. Present at next board meeting.

8. Consider/Act on Oct 31, 2023 Halloween Hours to be 4:30-7:30 p.m.;
Motion by Motzer/Pitts to approve Halloween Hours as presented. All aye. None opposed. Motion carried.
9. Consider/Act on Culvert at Parcel # [23110-0214-6227OL08C](#);
Motion by Hinke/Pitts to waive the driveway culvert at Nick Jones property at 339 W Dell St, [new garage driveway] at this time. If public works sees standing water in the ditch Nick Jones has agreed to put in a 10-inch double-walled culvert. All aye. None opposed. Motion carried.
10. Review of Board Trustee's Roles;
Motion by Motzer/Pitts that no board members will not utilize personal equipment to mow or other due to liability. All aye. None opposed. Motion carried.
11. Review of Future Meetings:
September 27 at 5 pm budget workshop, November 9 budget hearing.

IX. Adjourn at 6:12 p.m.

Meeting adjourned by Berg.

Prepared by: Ardith Story,
Municipal Clerk-Treasurer