

**VILLAGE OF NEW AUBURN  
MEETING MINUTES  
Regular Board Meeting on  
Thursday, November 9, 2023 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 President Shannon Berg;
- II. **Roll Call:** Answering roll call were: Trustees Verlyn Motzer; Dalton Hinke; Allan Anderson; and President Shannon Berg. Absent: Gary Pitts. Staff present was: Clerk Ardith Story. Others Present: Joe Atwood, Building Inspector; Sgt. Clark, Chippewa County Sheriff's Dept; Inez North, Security Bank.
- III. **Pledge of Allegiance**
- IV. **PUBLIC COMMENTS:** None
- V. **CONSENT AGENDA**
  1. Correspondence: James Gordon; and DNR Air Pollution Control Permit Application;
  2. Meeting Minutes;
  3. Treasurer's Reports: Oct 2023
  4. Resolution 2023-18 Term Credit Agreement with Security Bank [Amended];
  5. Resolution 2023-23 To Transfer Funds to the Local Government Pool;
  6. Resolution 2023-24 Law Enforcement Agreement for 2024-2025-2026 with Chippewa County Sheriff's Department;
  7. Resolution 2023-25 WI ETF Group Life Insurance;
  8. Ordinance 2023-10 TID #1 Charges;
  9. East Street Project Payment #01 Monarch Paving Company \$107,368.48;

After review of items by Clerk Story and President Berg requesting any clarification or questions from President Berg,  
Motion by Trustee Anderson/President Berg to approve the consent agenda items as presented. All aye. None opposed. Motion carried.
- VI. **DEPARTMENT REPORTS OF EMPLOYEES/OFFICERS/COMMITTEES**
  1. Public Safety Report; Sgt. Clark presented the October report: Responded to 17 incidents within the village consisting of the following call types: (1) 911 investigate, (2) assist EMS, (1) assist law, (1) building check, (2) misc complaints, (1) crash with injury, (1) drug incident, (1) found property, (1) public relation (Halloween candy and about 100 children); (2) thefts, (1) traffic arrest, (1) traffic complaint, (1) traffic hazard, (1) vehicle assist.
  2. Building Inspector Report; Joe Atwood reported on the October building permits and existing permits in action.
  3. Public Works Report; Story reviewed the public works report in their absence: 100% of sewer mains are flushed; 100% of hydrants have been exercised and flushed; well 1's door has been replaced as it was disintegrated; cultivator has been repaired just waiting on 4 bolts; the WWTP gravel has been replaced as the gravel that McCabe had placed was from a quarry that had too much sand and when the gravel got wet it was mucky; all the plows are ready to go including the sander is on the truck and salt/sand has been ordered; had to get a new gauge for well 1 for static testing which is \$175; the park restrooms and pavilion are winterized; a door closure was put on the hall door as it was not closing; Scott has taken Groundwater and Distribution classes for Water Certification and took the exam on November 8<sup>th</sup> in Plover; Scott will take the Basic Wastewater classes end of November and the exam thereafter; will be installing an exhaust fan in the shop area as all the fumes go directly into the office when vehicles or equipment is running in the shop – there is no cost to this, just labor as we will

utilize the replaced exhaust fan from the WWTP project; will need a new chlorometer to test chlorine – it is about \$700. The existing one has been here for over 10 years.

4. Clerk-Treasurer Report: Clerk Story reviewed the October report. Multiple ITA's were submitted prior to October 31<sup>st</sup> and each one was reviewed, the LRIP application has been submitted; beginning stages of fundraising for the park grant match; working on obtaining codes needed for IRS submittal changes; completing setting up WRS retirement plan for employees as well as health insurance; the alleyway between N Central St and Old 53 will put a temporary storm drainage fix in as the permanent fix will be with the North St/Central St project in 2025/26; submitted dog reconciliations with both counties.

**VII. UNFINISHED BUSINESS**

1. Consider/Act on Order of Raze at Parcel # 23110-0122-61320105 per WI Stat. 66.0413(1);  
No action.

**VIII. NEW BUSINESS**

2. Consider/Act on WWTP Project Pay Request Disbursement #6 [Amount TBD by 11/9]; Zech Gotham presented the change orders and final pay request. The original WWTP project cost was \$1,523,115.80 and with the new contracted price including thru CO#4 will be \$1,534,397.17. The contract time will be increased by 0 (zero) calendar days. The date for completion of all work will be November 9, 2023. President Berg signed CO#3-R and CO#4 and Final Pay Request #6 after motioned approval by village board.  
Motion by Trustees Anderson/Motzer to approve Change Order #3-R to replace Change Order #3 in the amount of \$9,924.94. All aye. None opposed. Motion carried.  
Motion by Trustees Anderson/Motzer to approve Change Order #4 for a Credit of (\$35,397.28). All aye. None Opposed. Motion carried.  
Motion by Trustees Motzer/Hinke to approve Pay Request #6 for \$190,435.01 as final pay request for the WWTP Project. All aye. None opposed. Motion carried.
3. Consider/Act on Scott Decker, Public Works Job Description;  
*\*Proposed closed session pursuant to WI Statute 19.85(1)(c) to consider employment promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically, to review administration office matters.*  
Motion by Trustees Motzer/Hinke to closed session at 5:50 p.m. Roll call: Anderson – aye; Hinke – aye; Motzer – aye; Berg – aye. 4-0. Motion carried.
4. Reconvene into Open Session and Action;  
Motion by Trustees Motzer/Hinke to open session at 6:17 p.m. All aye. None opposed. Motion carried.  
Motion by Trustees Motzer/Hinke to place Scott Decker as Public Works Lead to oversee Mike Steinmetz and DJ, continuing to report to Administrator/Clerk Story and to re-evaluate March 1, 2024. All aye. None opposed. Motion carried.
5. Review of Future Meetings: 11/16 Budget Hearing; 12/14 Regular Board

**IX. Adjourn at 6:21 p.m.**

Motion by Trustees Motzer/Hinke to adjourn. All aye. None opposed. Motion carried.

Prepared by: Ardith Story,  
Municipal Clerk-Treasurer