

**VILLAGE OF NEW AUBURN
MEETING MINUTES
Regular Board Meeting on
Thursday, February 8, 2024 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** Meeting called to order by President Pro Tem Dalton Hinke at 5:00 pm.
- II. **Roll Call** Answering roll call were: Trustees Dalton Hinke; Gary Pitts; Alan Anderson. Absent: President Shannon Berg and Trustee Verlyn Motzer. Staff present were: Clerk Story. Guests: Building Inspector, Joe Atwood; Chipp Co Sheriff Dept Sgt Clark; Village Attorney Chris Gierhart; and citizen Brad Lotts. At 5:10 pm Catherine Evitch and Husband arrived. At 5:15 pm Zech Gotham from Morgan and Parmley arrived. At 5:38 pm citizen Paul Blodgett arrived.
- III. **Pledge of Allegiance**
- IV. **OPEN PUBLIC HEARING** – Conditional Use Zoning application for an auto dealership and small service center limited to airing up tires and topping off fluids to be operating at 146 W Main St., New Auburn, Zoned Central Business. Property is located on the corner of Front St and W Main St, in the Village of New Auburn, Chippewa County.
Public Hearing Rescheduled due to lack of Plan Commission quorum.
- V. **CLOSE PUBLIC HEARING**
- VI. **PUBLIC COMMENTS** – None
- VII. **CONSENT AGENDA**
 1. Correspondence;
 2. Meeting Minutes;
 3. ~~Treasurer's Report;~~
 4. Resignation of Verlyn Motzer;
 5. Wisconsin Historical Society Acceptance of Records Destruction – No Retainage;
 6. A-1 Excavation Invoice #13397: S Central/E Dell \$6,630;
 7. A-1 Excavation Invoice #13398: N East St/E Elm St \$8,888;
 8. Plan Commission Decline of Position by John Hahlberg;
 9. Appoint John Hahlberg to Park Committee;
 10. Resolution 2024-01: Inclusion under the Income Continuation Insurance Plan;
 11. Resolution 2024-02: Backup Snowplow Procedure;
 12. Resolution 2024-03: 2024 Fee Schedule;
Motion by Trustees Anderson/Pitts excluding #3. All aye. None opposed. Motion carried.
- VIII. **DEPARTMENT REPORTS OF EMPLOYEES/OFFICERS/COMMITTEES**
 1. Public Safety Report;
Sgt. Clark reported on the month of January. Responded to 13 incidents consisting of: 1 – 911 investigate; 1 animal bite; 1 law assist; 1 bond violation; 1 building check; 1 object check; 2 person checks; 1 municipal ordinance violation; 1 fraud; 1 theft; and 2 assist vehicles.
 2. Building Inspector Report;
Joe Atwood reported updates but no finished projects yet.
 3. Public Works Report; None
 4. Clerk-Treasurer Report; None
- IX. **UNFINISHED BUSINESS**
 1. None;
- X. **NEW BUSINESS**

1. Consider/Act on Appointment of Board of Trustee;
Motion by Trustees Pitts/Anderson with regards to the current vacant trustee seat of past trustee Verlyn Motzer resignation and appoint Brad Lotts. Roll call: Hinke – aye; Pitts – aye; Anderson – aye. 3-0. Motion carried.
2. Consider/Act on a Conditional Use Zoning application for an auto dealership and small service center limited to airing up tires and topping off fluids to be operating at 146 W Main St., New Auburn, Zoned Central Business. Property is located on the corner of Front St and W Main St, in the Village of New Auburn, Chippewa County.
No action.
3. Consider/Act on Recommendation to award the Base Bid plus Alternates for the CWF Sewer Lining Phase 3 Project to the lowest responsible bidder - National Power Rodding Corp in the amount of \$119,288.00;
Motion by Trustees Anderson/Pitts to accept the bid and award the Elm/Spruce Street watermain and road reconstruction to National Power Rodding Corporation in the amount of \$119,288. All aye. None opposed. Motion carried.
4. Consider/Act Authorization to move forward with Elm and Spruce Street Watermain and Road Reconstruction [aka ‘Undersized Mains’] using 100% SDWLP loan funding;
Motion by Trustees Pitts/Hinke to authorize the Elm/Spruce Street watermain and road reconstruction undersized mains project. All aye. None opposed. Motion carried.
5. Consider/Act on Authorization to use CBS2 for Water/Wastewater Operator activities until a Public Works Employee is in Place, Trained, and Certified. Work to be performed under the existing Engineering Services Contract. Funding to be pulled from 2024 Budget: Public Works Wages Account;
Motion by Trustees Hinke/Pitts to use CBS Squared to assist in training new public works staff as per contract agreement. All aye. None opposed. Motion carried.
6. Discuss/Review/Act on North Street Reconstruction Project and Storm Water Drainage by Morgan & Parmley;
Review and update by Zech Gotham from Morgan & Parmley regarding the North Street reconstruction, storm drainage, alley way storm drain by Old 53 and North St, and Trowbridge driveway off North Street curb way to road right of way.
Consensus of full board for Zech Gotham to discuss with Dwain Trowbridge regarding the curb next to the road right of way on North Street.
Continued discussion of the estimated cost for North St reconstruction project now costing \$2,353,831.58 grand total.
A review of needed resolutions, applied for funding. On the sanitary missed out on principal forgiveness by 0.8 preference points. The forecast for 2024 interest rate is 1.87%. Water scored missed the principal forgiveness cut off by 6 points. Reason is more communities requesting funding and larger communities applied for more funding. Last year it was switched so bigger projects are being awarded ahead for principal forgiveness. We’re close to the principal forgiveness so applying again.
Also, a review of monitoring wells was discussed and the next step is testing developing set of data points for various perimeters, monitoring them for 3 months and the DNR predicts that. Monitoring wells were put in during the cold snap so it took longer than expected due to the cold freezing up the rods but they are installed and installed correctly. The public works will need to keep brush mowed down out to the monitoring wells to keep open access.
7. Consider/Act on Resolution 2024:04: Declaring Official Intent to Reimburse Expenditures for WI DNR SDWLP and CWF Loan Programs for the North Street and Central Street Reconstruction Project;
Motion by Trustees Anderson/Pitts to accept Resolution 2024-04 Declaring Official

Intent to Reimburse Expenditures for WI DNR SDWLP and CWF Loan Programs for the North Street and Central Street Reconstruction Project. All aye. None opposed. Motion carried.

8. Consider/Act on Resolution 2024-05: Authorizing Official Representation by Village Administrator to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund for North Street Reconstruction Project; Motion by Trustees Anderson/Pitts to approve Resolution 2024-05 Authorizing Official Representation by Village Administrator to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund for North Street Reconstruction Project. All aye. None opposed. Motion carried.
 9. Consider/Act on Resolution 2024-06: Resolution to Adopt a Citizen Participation Plan for North Street Reconstruction Project; Motion by Trustees Anderson/Pitts to approve Resolution 2024-06 to Adopt a Citizen Participation Plan for North Street Reconstruction Project. All aye. None opposed. Motion carried.
 10. Consider/Act on Resolution 2024-07: Authorizing to Submit CDBG Application for North Street Reconstruction Project; Motion by Trustees Anderson/Pitts to approve Resolution 2024-07 Authorizing to Submit CDBG Application for North Street Reconstruction Project. All aye. None opposed. Motion carried.
 11. Consider/Act on Resolution 2024-08: Authorizing to Commit Match and Certification of Match for the 2024 Community Development Block Grant Public Facilities (CDBG-PF) Application and North Street Reconstruction Project; Motion by Trustee Anderson/Pitts to approve Resolution 2024-08 Authorizing to Commit Match and Certification of Match for the 2024 Community Development Block Grant Public Facilities (CDBG-PF) Application and North Street Reconstruction Project. All aye. None opposed. Motion carried.
 12. An additional public comment was allowed due to Ms. Evitch coming in late and missing the public comment section; authorized by the Village Attorney (to keep it brief) and the Village President. Cathy Evitch presented to discuss the kennel license whereas has 3 dogs and did not realize the ordinance only allows 3 dogs. She was given a written letter from President Berg (after attorney reviewed it) enforcing a kennel license or an option of rehoming the dog. The board accepted to put this on the agenda at the next Regular Board Meeting.
 13. Recess into Closed Session per WI Statute §19.85(1)(c) for the following purposes: *“[c]onsidering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to wit: Village Administrator/Clerk/Treasurer; Deputy Clerk; and Hiring Candidates for the Public Works Operators Positions;* Motion by Trustees Pitts/Anderson to go into closed session per WI Stat. 19.85(1)(c) at 6:02 p.m. Roll call: Pitts – aye; Anderson – aye; Hinke – aye. 3-0. Motion carried.
 14. Reconvene into open session; Motion by Trustees Pitts/Anderson to open session at 7:35 p.m. All aye. None opposed. Motion carried.
 15. Possible action on closed session items; Motion by Trustees Anderson/Pitts to offer the public works vacancies to Joe Koterak and Garrett Larson at \$23/hour. All aye. None opposed. Motion carried.
 16. Future Meetings – as discussed.
- IX. Adjourn at 7:38 p.m. Motion by Pitts/Anderson. All aye. None opposed. Motion carried.**

Prepared by: Ardith Story,
Municipal Clerk-Treasurer