

VILLAGE OF NEW AUBURN

Village Board Regular Meeting Minutes

Thursday, July 11, 2024

The Village of New Auburn Village Board met for their Regular Board Meeting at the New Auburn Village Hall, 130 E. Elm St., New Auburn, WI 54757.

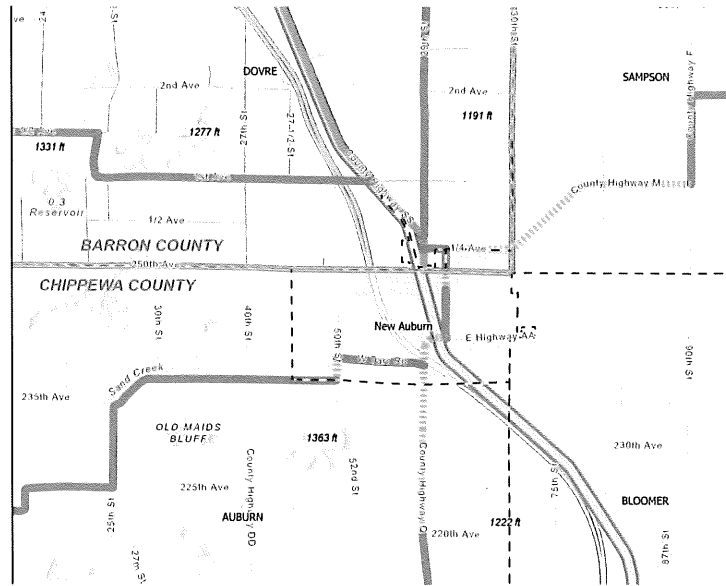
- I. **CALL TO ORDER.** At 5:00 p.m. Village President (VP) Shannon Berg called the meeting to order.
- II. **Roll Call.** Trustees in attendance were Paul Blodgett, Brad Lotts, and Gary Pitts. Absent was Allan Anderson. Public in attendance were Susan and Lowell "Buckshot" Trowbridge, Sheldon Seidling, and West Central Wisconsin Regional Planning Commission (WCWRPC) Ross Pietrzak. Staff in attendance were Village Administrator-Clerk-Treasurer (VACT) Bradley Hanson, Village Deputy Clerk-Treasurer (VDCT) Teresa Dachel, Building Inspector (BI) Joe Atwood, and Chippewa County Sheriff's Office (CCSO) Sergeant Andrew Clark.
- III. **Pledge of Allegiance.**
- IV. **PUBLIC COMMENTS.** There were no public comments.
- V. **CONSENT AGENDA.** Motion by Berg and seconded by Lotts to approve. Motion carried.
 1. Correspondence and Complaints Received. Received a couple of complaints regarding May St construction issues and comments regarding curbside collection.
 2. Board Meeting Minutes:
 - a. *Regular Board Meeting on Thursday, June 13, 2024.*
 - b. *Special Board Meeting on Friday, June 28, 2024.*
 3. Accept Committee and Commission Reports: None.
 4. Treasurer's Report.
 - a. *Lead Jointed Watermain Replacement (Elm & Spruce Streets Project # 5202-10) McCabe Payment Request #2.*
 - b. *Invoices and checks reviewed with Deputy Clerk-Treasurer Teresa Dachel.*
 5. 2024-13 A Resolution to accept certain public improvements (May St Utilities).
 6. 2024-14 A Resolution of the Village of New Auburn Village Board Adopting the Election Day Emergency Response Plan.
 7. New Liquor License Class "B" Beer and Class "B" Liquor for New Auburn Cheese Company, LLC at 151 E Main St.
 8. Belated Fire Works Permit approval for Thomas Torgerson July 6, 2024.
- VI. **DEPARTMENT REPORTS.**
 1. Public Safety. In addition to CCSO Sgt Clark's report he has provided Village staff with a copy of the July schedule.
 2. Building Inspector.
 3. Fire Department. No report provided as it is normally done quarterly.
 4. Administrator-Clerk-Treasurer & Public Works.

VII. UNFINISHED BUSINESS.

1. Discussion and possible approval of issuance of raze order for building located at 324 County Highway SS, New Auburn WI (Tax Parcel No. 23110-0122-61320105). Village Attorney Chris Gierhart attending by phone. Motion by Berg and seconded by Lotts to post pone until the Board's next Regular Meeting at 5:00 p.m. Thursday, August 8, 2024 provided to the potential buyer time to meet with Village Bl Atwood with a third party engineer to determine the structural integrity of the structure. Motion carried.
2. Approval of CBS Squared Certified Survey Maps (CSM) of multiple Village owned lots for future use and/or liquidation. Motion by Pitts and seconded by Lotts to approve the Certified Survey Map for the Village Lift Station. VACT Hanson advised the Board that once approved VA Gierhart will generate the transfer documents that was approved by the Board at their June meeting.

VIII. NEW BUSINESS

1. West Central Wisconsin Regional Planning Commission (WCWRPC) regarding Somatic Transportation (Bike & Pedestrian) Master Plan in cooperation with New Auburn School District Safe Routes to School Master Plan update. Motion by Berg and seconded by Lotts to postpone to the Board's August 8, 2024 meeting to allow WCWRPC research on funding use for both plans completed at the same time. WCWRPC Ross Pietrzak provided detail to the Board with the funding available for Master Plans and Safe Routes to School. These plans are needed to be able to apply for grants and/or loans for their development. Motion carried.
2. Somatic Transportation Utility Idea and survey for residents and businesses to query interest. Motion by Berg and seconded by Lotts to approve a survey to interest from residents a possible Somatic Transportation Utility creation to assist with funding and installation of additional sidewalks, trails, etc. VACT Hanson advised survey invitations could be sent out with the August Utility Bills. Motion carried.
3. 2025 Capital Improvement Plan. Informational at this time, as previous with other new items, not asking for immediate approval but an opportunity to review over the next month and today to see if you have any questions at this time.
4. Chippewa County Commissioners meeting for introduction and Village concerns. Motion by Berg and seconded by Lotts to have VACT Hanson represent the Village in as positive a manner as possible to rectify some concerns with the County's relationship and work. VACT Hanson advised some concerns with work done for the County at Village expense and nothing reciprocated from Chippewa County and would like to be able to attend County meetings in an attempt to work together. Motion carried.
5. Tax Incremental Financing District 1 monies to Wastewater Treatment Plant bond payments recommendations for payoff. Motion by Pitts and seconded by Lotts to direct staff topay down as much as possible the Wastewater Treatment Plant (WWTP) loan as much as possible with Tax Incremental Finance District (TID) previously transferred to the WWTP Debt Service. Staff reviewed opportunities with the monies transferred from TID 1 to the Wastewater Utility for improvements,



such as retain the amount and collect more interest than paying on the debt. However, after a discussion with the Wisconsin Department of Administration, and to meet their minimum requirements of revenue compared to debt, the Village would have to increase the utility rates over 20%. Therefore, it is in the best interest to pay down as much as possible the debt from the 2023 WWTP project and then the Village would not have to increase the utility rates beyond the typical annual cost of living adjustment (COLA). Motion carried.

6. Recess into Closed Session per WI Statute §19.85(1)(e) for the following purposes: “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; acquisition of residential property(ies) for potential improvement and resale with Community Development Block Grant (CDBG) Funds. At 6:15 p.m. motion by Berg and seconded by Pitts to approve. Motion carried.
 7. Reconvene into open session. At 6:29 p.m. motion by Berg and seconded by Pitts to reconvene. Motion carried by voice vote.
 8. Closed session items: CDBG Funds use for acquisition of residential properties for improvements and sales. Motion by Berg and seconded by Pitts to approve the use of Community Development Block Grant Housing dollars for the acquisition of a house to redevelop with the maximum amount invested to acquire not to exceed that discussed in Closed Session. Motion carried.
 9. 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: job title, description, and compensation for Village Deputy Clerk-Treasurer Teresa Dachel and job title. At 6:31 p.m. motion by Berg and seconded by Pitts to approve. Motion carried.
 10. Reconvene into open session. At 6:35 p.m. motion by Berg and seconded by Pitts to approve. Motion carried by voice vote.
 11. Closed session items: Deputy Clerk-Treasurer Teresa Dachel’s hourly compensation and job title. Motion by Berg and seconded by Pitts to approve a change in job description for Bradley Hanson to Village Administrator-Clerk-Deputy Treasurer and Teresa Dachel to Village Treasurer-Deputy Clerk, Dachel to receive a pay increase to \$21.00 per hour at the beginning of the next payroll, and \$23.00 per hour after six months of employment. (These amounts are in line with Pay Scale Grade H12 Column E and Column I respectively on page 25 of the Employee Handbook). Motion carried.
 12. Job Descriptions. Motion by Pitts and seconded by Lotts to have VA Gierhart prepare new job descriptions with the personnel decisions just made. Motion carried.
 13. Future Meetings.
 - a. Next Regular Board Meeting is Thursday, August 9, 2024.
 - b. Special Board Meeting is Wednesday, August 28, 2024.
- IX. **Adjourn.** At 6:39 p.m. motion by Berg and seconded by Lotts to adjourn. Motion carried.

Signed: _____


Bradley J Hanson, Village Administrator-Clerk-Deputy Treasurer