

VILLAGE OF NEW AUBURN

Village Board Special Meeting Agenda Thursday, December 26, 2024

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

- I. **CALL TO ORDER.** At 4:00 p.m. the meeting was called to order by Village President (VP) Shannon Berg.
- II. **Roll Call.** Trustees in attendance were Allan Anderson, Gary Pitts and Brad Lotts and Village President Shannon Berg. Paul Blodgett was absent. There was a quorum.
There was no Public in attendance. Staff in attendance were Village Administrator-Clerk-Deputy Treasurer (ACDT) Bradley Hanson and Village Treasurer-Deputy Clerk (TDC) Teresa Dachel.
- III. **Pledge of Allegiance.**
- IV. **CLOSED SESSIONS.** At 4:03 p.m. motion by Berg and seconded by Pitts to approve the Closed Session. Motion carried.
 1. Recess into Closed Session per WI Statute §19.85(1)(b) for the following purpose: "Considering dismissal, demotion, licensing or discipline of any public employee... , and the taking of formal action on any such matter; provided that the... other public employee... is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session." To wit:
 - a. *Teresa Dachel, Treasurer-Deputy Clerk.* At 4:15 p.m. Trustee Paul Blodgett arrived and entered the Closed Session.
 - b. *Joe Koterak, Public Works Utilities.*
 - c. *Garrett Larson, Public Works Parks & Transportation (Streets).*
 - d. *Bradley Hanson, Administrator-Clerk-Deputy Treasurer.* ACDT Hanson left the closed session at 4:17 p.m. and re- at 4:59 p.m. he re-entered.
 2. Reconvene into open session. At 6:19 p.m. motion by Lotts and seconded by Pitts to reconvene in Open Session. Motion carried.
 3. Action on Closed Session items: Annual reviews with potential increase in pay. Motion by Berg and seconded by Lotts to approve of all Village employees' annual reviews as discussed and to increase their wages effective January 1, 2025. Motion carried.
- V. **PUBLIC COMMENTS.** There were no public comments.
- VI. **NEW BUSINESS.**
 1. Christmas Bonuses. Motion by Berg and seconded by Pitts to approve each staff member's Christmas Bonus of \$200.00 to be payable with the next payroll. Motion carried.
 2. Employee Handbook 2025 Update. Motion by Pitts and seconded by Anderson to approve the changes as recommended by TDC Dachel with the staff finalizing the on-call response time. Motion carried.
 3. Transfer of funds from Water and Wastewater (Sewer) Pooled Cash to appropriate Debt Savings Account with Local Government Investment Pool (LGIP). Motion by Lotts and seconded by Blodgett to

transfer funds from the Pooled Cash account for Water and Wastewater (Sewer) Utility balances to the LGIP Water Debt Service Fund for \$30,000 and the LGIP Wastewater (Sewer) Debt Service Fund for \$50,000. Motion carried.

4. Future Board Meetings.

a. *Next Regular Board Meeting is at 6:00 p.m. on Thursday, January 9, 2025.*

IX. Adjourn. At 6:38 p.m. motion by Pitts and seconded by Lotts to adjourn. Motion carried.

Signed:  _____
Bradley J Hanson, Village Administrator-Clerk-Deputy Treasurer