

VILLAGE OF NEW AUBURN

Village Board Regular Meeting Agenda

Thursday, January 9, 2025

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 6:00 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, Brad Lotts, and Paul Blodgett. There were no Trustees absent. Also, in attendance was VP Berg. There was a quorum in attendance.
Public in attendance were American Legion Representative (AL) Dan North, Jay Sayles, Aron Hoff, Barry Hoff, West Central Wisconsin Regional Planning Commission (WCWRPC), Tiffany Goodremote, and Patrick Rebman. Staff in attendance were Village Treasurer-Deputy Clerk (TDC) Teresa Dachel, Public Works Utilities (PW) Joe Koterak, Village Administrator-Clerk-Deputy Treasurer (ACDT) Bradley Hanson, Building Inspector (BI) Joe Atwood, and Chippewa County Sheriff's Office (CCSO) Sergeant Andrew Clark.
- III. **Pledge of Allegiance.**
- IV. **PUBLIC COMMENTS.** Barry Hoff discussed his personal interpretation on how the Village of New Auburn's Municipal Code is supposed to be interpreted regarding his property at 146 W Dell St and issues they have with the Village's BI Atwood's interpretation during his enforcement of the Code.
- V. **CONSENT AGENDA.** Motion by Anderson and seconded by Lotts to approve. ACDT Hanson advised on a grammatical error for the acquisition of 222 S East St, should read "documents" instead of "costs" in the December 12, 2024 Minutes, and that Resolution 2025 – 02 dealing with 50th and 250th Streets Weight Restriction be implemented until repair as recommended by Public Works Transportation (Streets) Staff Member Garrett Larson. Motion carried.
 1. Correspondence and Complaints Received.
 2. Board Meeting Minutes for:
 1. Regular Board Meeting on Thursday, December 12, 2024.
 2. Special Board Meeting on Thursday, December 26, 2024.
 3. Accept Committee and Commission Reports.
 1. None
 4. Ordinance 2025 – 01 An Ordinance Repealing and Recreating Section 2.08 (2) (F) of the New Auburn Code of Ordinances. [Park Committee].
 5. Ordinance 2025 – 02 An Ordinance Repealing and Recreating Section 15.06 of the New Auburn Code of Ordinances Related to Water Meters. [Deduct Meters].
 6. Ordinance 2025 – 03 An Ordinance Creating Section 9.08 (F) (7 & 8) – Long Term Parking Prohibited, of the New Auburn Code of Ordinances.
 7. Resolution 2025 – 01 A Resolution of the Village of New Auburn Board of Trustees Relating to Deduct Water Meters.

8. Resolution 2025 – 02 A Resolution of the Village Board of the Village of New Auburn Placing Seasonal Weight Restrictions on Specific Village Roads. [50th & 250th St].
9. Liquor Licenses Approval:
 1. James Brady, Bridge Stop (BP).
 2. Kaitlin Webber, BP.

VI. DEPARTMENT REPORTS.

1. Public Safety. Sgt Clark reviewed statistics from the month of December with 10 incidents, 8 traffic issues, 55 contacts, 110 business checks, had 31 shifts within the Village for a total of 105.5 hours of law enforcement coverage for the month and almost 1,232 hours of law enforcement in 2024.
2. Building Inspector. BI Atwood detailed four properties that were still not in compliance. When discussing 518 S East St issues, Sayles cried aloud “Bullshit, sorry, had to clear my throat.” Sgt Clark advised any more comments in such manner would be followed with a citation. BI Atwood continued with three construction progress updates, three nuisance properties that are making progress or have fixed their situation, and one new issue from a fire in a detached garage not being repaired. ACDT Hanson advised the Board that 324 N CH SS (Old Hwy 53) will be back on the agenda for February since that is the end of a second extension provided to the property owner. It was discussed that no action should be taken at this time until Village Attorney (VA) Chris Gierhart can come to the Village, and with BI Atwood and Village staff have a discussion with Barry Hoff on his interpretation of how the code should be interpreted. No action.
 - a. *411 N East St Nuisance Abatement out of compliance and begin citations effective January 20, 2025.*
 - b. *146 W Dell St Nuisance Abatement out of compliance and begin bi-weekly citations effective February 1, 2025.*
3. Fire Department & Quarterly Report. ACDT Hanson the New Auburn Area Fire Department and Village have completed the 2% State of Wisconsin Self-Certification for state funding and the quarterly meeting is scheduled for next week.
4. Public Works. PW Koterak review the Utilities statistics and provided the Board with an update on the water main break in the 100 block of N Central St.
5. Treasurer’s Report. TDC Dachel advised on the financial status of the Village, which included a review of the payments made for the month of December through meeting date. She advised, until clarification is reached that she could not recommend approval of CBS Square’s (CBS2) pay request four and Change Order three. ACDT Hanson advised that VA Gierhart recommended a meeting with CBS2 and McCabe to see if we can reach an agreement.
 - a. *Invoices and checks reviewed with Treasurer-Deputy Clerk Teresa Dachel.*
 - b. *Approve Pay Request 4 and Change Order 03 for McCabe Construction.* Motion by Pitts and seconded by Lotts for VP Berg, Trustee Anderson, TDC Dachel, at least one of the PW Staff members and ACDT Hanson to meet with CBS2 and McCabe and bring back the results of the discussion to the Board. Motion carried.
6. Administrator-Clerk-Deputy Treasurer. ACDT Hanson discussed work throughs with SAM.gov, Park Committee next week, Planning Commission scheduled for 5:00 p.m. on Monday, February 10, 2025, General Code has provided the draft of the Village’s updated Municipal Code, Village staff have ordered business cards, December reconciliations all were completed in balance, 2025 Budget software entry was completed, local races for the Spring Election on April 1, 2025 have been submitted to Chippewa County Clerk, there will be a Primary on February 18, 2025, and notary is nearing completion.

VII. UNFINISHED BUSINESS.

1. Joint Review Board recommended consideration of two separate Tax Incremental Financing Districts (TID) for developments with West Central Wisconsin Regional Planning Commission (WCWRPC). WCWRPC Straight discussed the cost savings benefits of creating two TIDs at the same time. Furthermore, he brought up the opportunity of extending the existing TID for one year for housing, and the projects do not have to be within the TID area. Motion by Lotts and seconded by Pitts to postpone the decision until the next Regular Board meeting on Thursday, February 13, 2025. Motion carried.
2. Consideration for 526 S East St property liquidation offer(s). ACDT Hanson reviewed the return on investment (ROI) if the property is sold to Habitat for Humanity (H4H) for \$1.00 and they are required to build a house and connect to municipal utilities within two years of the sale. He further reviewed the ROI for another cash offer without building a house and connecting to the Village utilities. Motion by Pitts and seconded by Lotts to sell 526 S East St to H4H for \$1.00 with the requirements to build a house within 24 months or it must be returned to the Village at no cost. Motion carried.
3. 222 S East St (property where Village Wastewater Main Lift Station will be) – update & abandonment process for former easement across property. Motion by Pitts and seconded by Anderson to have the Village Attorney draft a release of the easement to access the old Wastewater Treatment Plant location as it is no longer needed with the property acquired. Motion carried with Village President Berg abstaining.
4. Village Project Updates:
 - a. *Veteran’s Memorial update and Memorandum of Understanding reviewed.* ACDT Hanson advised that the rough draft has been completed and included within the Board’s packet for their review, will provide it to staff to review and discuss any details with AL North to be shared with their Board, and then reviewed by the VA Gierhart prior to adoption. No action.
 - b. *CBS Squared Wastewater Treatment Plant (WWTP) Forcemain to Seepage Cells project 5218-11 update and bid processing.* Motion by Berg and seconded by Lotts to postpone until the next regular Board meeting on Thursday, February 13, 2025. Motion carried.
 - c. *North & 300 block of Central St project update.* ACDT Hanson provided an update on behalf of Morgan and Parmley that it has been advertised for bid in the Bloomer Advance yesterday, will also be published January 15, 2025, and the bid opening is scheduled for 9:00 a.m. on Friday, February 7, 2025
 - d. *210 N East St, aka Paul St, Legal considerations and 326 N Spruce St update.* ACDT Hanson provided information on Paul St property to potentially sell, but unfortunately the Village cannot. However, the benefits to using it as a fill site that it saved the Village money from an off-site location, once a street is constructed it is now a level area that can gradually decrease its height to reach potentially future developed lots, may have increased the value of the neighbors to the south since his land was raised with the fill as well, and a useable space for the Village to potentially use.
5. General Code Annual Maintenance Expense confirmation. ACDT Hanson provided an update to the costs of the online Code currently being reviewed prior to adoption. No action.

VIII. NEW BUSINESS.

1. Property Taxes Open Book from 3:30 p.m. until 5:30 p.m. on Tuesday, April 22, 2025. No action.
2. Board of Review scheduled for 3:30 p.m. until 5:30 p.m. on Tuesday, May 29, 2025 According to the current Municipal Code, Chapter 2 Village Government, Section 2.13 Board of Review Ordinance, Paragraph (4) Procedure, Sub-paragraph (D) it must be from 6:00 p.m. until 8:00 p.m. unless set by the


Village Board. Board request to Prochnow Assessing that meeting the BOR meeting takes place at the times indicated by the Municipal Code and return with new times and date if necessary. Motion by Berg and seconded by Lotts to postpone until Thursday, February 13, 2025 with a date and time of 6:00 p.m. to 8:00 p.m. is settled upon by Prochnow Assessing. Motion carried.

3. 2024 Audit with Clifton-Larson-Allen (CLA) agreement. Motion by Pitts and seconded by Blodgett to approve. Motion carried.

4. Future Board Meetings.

1. *Next Regular Board Meeting is at 6:00 p.m. on Thursday, February 13, 2025.*

IX. Adjourn. At 7:46 p.m. motion by Pitts and seconded by Lotts to adjourn. Motion carried.

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