

VILLAGE OF NEW AUBURN

Village Board of Trustees Regular Meeting

Thursday, February 13, 2025

The Village of New Auburn Village Board will be meeting 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. Village President (VP) Shannon Berg called the meeting to order.
- II. **Roll Call.** Board Members in attendance were Allan Anderson, Gary Pitts, Brad Lotts and Paul Blodgett, and VP Berg. There was a quorum in attendance. Staff in attendance were Public Works Parks & Transportation (PW) Garrett Larson, Treasurer-Deputy Clerk Teresa Dachel, Administrator-Clerk-Deputy Treasurer (ACDT) Bradley Hanson, Building Inspector (BI) Joe Atwood, Chippewa County Sheriff's Office (CCSO) Sergeant Andy Clark, CBS Squared (CBS2) Engineer Tyler Hastings, and Morgan & Parmley (MP) Engineer Zech Gotham.
Public in attendance were American Legion Post Commander (AL) Dan North, John Halberg, Roxanne Gravunder, Tiffany Goodremote, and Bloomer Advance Barry Hoff.
- III. **Pledge of Allegiance.**
- IV. **PUBLIC COMMENTS.** There were no public comments.
- V. **CONSENT AGENDA.** Motion by Anderson and seconded by Pitts to approve. Motion carried.
 1. Correspondence and Complaints Received. Staff received a compliment with the snowplowing windrows and center pile removals in the same day over the past few snow storms.
 2. Board Meeting Minutes for:
 - a. *Regular Board Meeting on Thursday, January 9, 2025.*
 3. Accept Committee and Commission Reports.
 - a. *Park Committee meeting report on Tuesday, January 21, 2025.*
 - b. *Planning Commission Minutes on Monday, February 10, 2025.*
 4. Approve Certified Survey Map (CSM) & division of parcel for lots at 501 & 503 May St and 513 & 523 N East St per the Planning Commission recommendation.
 5. Election Judge / Inspector appointment through December 31, 2025: Cheryl Weldon & Cynthia Swenson.
 6. Approve Liquor License for Danielle Marschke.
- VI. **DEPARTMENT REPORTS.**
 1. Public Safety. CCSO Sgt Clark provided the statistics from last month's law enforcement activities including 26 traffic warnings/citations, 42 business/individual contacts, 85 building checks, 123.75 billable hours with 126.75 hours within Village boundaries.
 2. Building Inspector. BI Atwood updated the Board with progress and failed to progress properties. BI Atwood stated that the properties listed as (b), (e), and (g) are moving along to compliance. However, (c), (d) and (f) are not in compliance and have not progressed to compliance.
Consensus of Board to allow BI Atwood to do his job with enforcement action according to spring thaw for properties (c), (d) and (f), and to continue to work with properties (b), (e), and (f).

- a. *146 W Dell St alleged nuisance violations meeting synopsis.*
 - b. *146 W Dell St Nuisance Abatement out of compliance and begin bi-weekly citations effective Spring thaw for to be determined days and then begin litigation proceedings.*
 - c. *112 E North St Nuisance Abatement compliance date was September 10, 2024.*
 - d. *116 E North St Nuisance Abatement compliance date was November 1, 2024.*
 - e. *121 E Main St Nuisance Abatement compliance date was February 1, 2025.*
 - f. *518 S East St Nuisance Abatement compliance date was November 17, 2024.*
 - g. *324 N CH SS (Old Hwy 53) reconsideration of dilapidated building from second 90-day extension. Motion by Lotts and seconded by Blodgett to grant a third extension due to the property owner's progress for another 90 days. Motion carried.*
3. Fire Department & Quarterly Report. ACDT Hanson advised the Board on the last two meetings of the New Auburn Area Fire Department (NAAFD) as provided in their packets.
 4. Public Works. PW Larson request everyone to begin trickling water to protect their personal water lines to their property and to communicate this to their neighbors.
 - a. *Tree removal or trimming at 224 N Columbia St.* Consensus of the Board for Staff to use their judgement in care of the tree, but attempt to save if possible.
 - b. *May & Central Streets asphalt work approval with lowest proposal.* Motion by Lotts and seconded by Blodgett to award the low bid to the Chippewa County Highway Commission with asphaltting May and Central streets to be done after the utility line repair is completed. Motion carried.
 5. Treasurer's Report.
 - a. *Invoices and checks reviewed.*
 - b. *Approve Pay Request and Change Order for McCabe Construction for the Elm & Spruce project.* Item changed by FINAL Agenda. Motion by Berg and seconded by Pitts to postpone until the next Special Meeting. Motion carried.
 - c. *Approve Pay Request for Haas Sons, LLC for the May St project.* Item added by FINAL Agenda. Motion by Pitts and seconded by Lotts to approve. Motion carried.
 6. Administrator-Clerk-Deputy Treasurer.
 - a. *Consider meeting time change to 5:30 p.m. due to lack of public attendance and adopt with Code change.* Motion by Berg and seconded by Pitts to change regular monthly meetings to 5:30 p.m. starting time. Motion carried.
 - b. *New Auburn Area Economic Development Corporation membership.* No action due to limits on membership for municipal government organizations from NAAEDC.
 - c. *Village Administrator leadership role review.* Information only, no action at this time.
 - d. *Training opportunities with the League of Wisconsin Municipalities and Mutual Insurance all expenses paid and the Wisconsin Elections Commission (WEC) Fall Training Conference.* Motion by Pitts and seconded by Blodgett to approve the ACDT Hanson's attendance. Motion carried.

One other issue addressed by ACDT Hanson were technical issues causing the loss of one computer file, backup concerns discovered and immediately addressed, which delayed the Fee Schedule from this month's consideration. Hanson attended the Chippewa County Board of Supervisors meeting yesterday as well as the Highway Commission meeting earlier in the morning with concerns over spending on County Highway (CH) T between US Highway 29 and North Crossing (Highway 312) expansion from two to four lanes, and also local concerns with transportation needs specifically surrounding CH SS.

VII. UNFINISHED BUSINESS.

1. Village Project Updates:
 - a. *Veteran's Memorial update and Memorandum of Understanding (MOU) reviewed.* AL North updated the Board with the AL's fundraising efforts and design progress and they are planning for a dedication on July 26, 2025. Village Attorney (VA) Chris Gierhart recommends a Developers

- Agreement be reached once all of the funds have been raised by the AL. Motion by Berg and seconded by Lotts to approve the MOU with the AL. Motion carried.
- b. *CBS Squared Wastewater Treatment Plant (WWTP) Forced Main to Seepage Cells project 5218-11 update and bid process.* CBS2 Engineer Hastings described increased requirements from the Wisconsin Department of Natural Resources (WDNR) and is the reason behind the “double line” requirement, which the Village was able to obtain a variance if we are able to flush the system annually, and there is an additional \$60,000 expense for the flow meter requirement. Motion by Pitts and seconded by Blodgett to CBS2 to proceed with the bid process. Motion carried.
 - c. *Resolution 2025 – 04 A Resolution of the Village Board of Trustees for the Village of New Auburn Tax Incremental Financing District (TID) Number 1 to Contribute to the Wastewater Treatment Plant’s Main Forced Effluent Pipe Project.* Motion by Berg and seconded by Pitts to postpone. Motion carried.
 - d. *North & 300 block of N Central St project update and potential bid award.* MP Gotham provided the Board with supporting material from the five received proposals and recommended the low bid be awarded to Haas and Sons, LLC in the amount of \$1,168,685.26. Motion by Pitts and seconded by Lotts to approve. Motion carried.
 - e. *Park Committee recommendation to consider the Rural Economic Development Loan Grant (REDLG) Program for the Village Park Improvement (VPI) project.* Motion by Lotts and seconded by Anderson to approve with any monies award to be restricted to the VPI Project. Motion carried.
2. Habitat for Humanity (H4H) Purchase Agreement for 526 S Spruce St. ACDT Hanson advised the Board that H4H understands their needs with the utilities which was confirmed with PW staff last week and VA Gierhart reviewed and suggested approval with a counter offer to include their expense with title insurance and a Recording Memorandum of the additional requirements the Village has imposed with the right to purchase it back. Motion by Berg and seconded by Lotts to approve with authorizing VCDT Hanson and TDC Dachel to sign all necessary documents for the sale and closing requirements. Motion carried.
 3. Board of Review scheduled for 6:00 p.m. until 8:00 p.m. on Tuesday, May 27, 2025. No action needed as this scheduled time agrees with the Village’s municipal code.

VIII. NEW BUSINESS.

1. Resolution 2025 – 04 A Resolution of the Board of Trustees for the Village of New Auburn to Apply to Participate in the National Floodplain Insurance Program. Motion by Lotts and seconded by Pitts to approve. Motion carried.
2. Barron County Memorandum of Understanding for Mowing Operations on County Highway SS and MM. Consensus of Board to continue cooperative agreements with neighboring communities in the best interest of the Village.
3. Planning Commission (PC) Resolution 2025 – 03 A Village of New Auburn Planning Commission Resolution to Support Ordinance 2025 – 04 Repealing and Recreating Section 22-76 in Relations to the Use of Shipping Containers in Chapter 22 of the Zoning Ordinance. ACDT Hanson provided details to the Board regarding the recommendation of the PC regarding an update to the Zoning Ordinance with the usage of containers for storage in Commercial, Industrial and Public Institution zoned areas of the Village. He advised that the Public Hearing held by the PC on Monday, February 10, 2025 was appropriately notified by legal publication on January 22 and 29, 2025 in the Bloomer Advance, and additionally in the Village’s February Newsletter sent to all utility users and property owners within the Village boundaries. Consensus of the Board to bring the ordinance back at the March meeting.

4. Applications for Village use direction: VCDT Hanson advised additional applications will be updated and brought to the Board at future meetings.
- Discontinue Landfill / Brush Dump Use Permit Application.* Motion by Anderson and seconded by Blodgett to approve the discontinuance of this application. Motion carried.
 - Approve Parking Permit for more than 72 hours.*
 - Approve Poultry License.*
 - Approve Street Use Permit.*
 - Approve Village Park Entire rental.*
 - Approve Water Meter and/or hook-up Service.* Motion by Pitts and seconded by Blodgett to approve the use of applications indicated by items b – f above. Motion carried.

~~5. 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: Annual Review and position.~~ Item removed by FINAL agenda.

~~6. Reconvene from Closed Session.~~ Item removed by FINAL agenda.

~~7. Action on Closed Session.~~ Item removed by FINAL agenda.

8. Future Board Meetings.
- Special Board Meeting is recommended for 6:30 p.m. on Wednesday, February 19, 2025.*
 - Next Regular Board Meeting is at 5:30 p.m. on Thursday, March 13, 2025.*

IX. **Adjourn.** At 8:23 p.m., having addressed all items on the agenda, VP Berg adjourned the meeting.

Signed: _____


Bradley J Hanson, Village Administrator-Clerk-Deputy Treasurer