

# VILLAGE OF NEW AUBURN

## Village Board of Trustees Regular Meeting Thursday, March 13, 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 5:30 p.m. Village President (VP) Shannon Berg called the meeting to order.
- II. **Roll Call.** Board of Trustee Members in attendance were Gary Pitts, Paul Blodgett and Brad Lotts, and VP Berg. Absent was Allan Anderson. There was a quorum in attendance. Staff in attendance were Public Works Utilities (PW) Joe Koterak, Treasurer-Deputy Clerk (TDC) Teresa Dachel, Administrator-Clerk-Deputy Treasurer (ACDT) Bradley Hanson, and Chippewa County Sheriff's Office (CCSO) Sergeant Nicholas Maurice.  
Public in attendance were Adrian Hendriksma, Tiffany Goodremote, Scott Loofboro, and CBS Squared (CBS2) Jon Strand.
- III. **Pledge of Allegiance.**
- IV. **School Board Referendum Presentation and possible request for support.** School Superintendent Jim Reif was unable to attend due to circumstances beyond his control. ACDT Hanson advised from his experience, if the school is allowed to close, it could lead towards a dying community.
- V. **PUBLIC COMMENTS.** Hendriksma brought to the attention of the Board a concern regarding the Fire Protection Fees upon multiple parcels, one of which is just an access road of an acre or less, and thought the access road should not be assessed.
- VI. **CONSENT AGENDA.** Motion by Pitts and seconded by Lotts to approve the consent agenda. Motion carried.
  1. Correspondence and Complaints Received. ACDT Hanson advised there were three concerns brought to staff: (1) Business concern with snow plow operations. Staff is working on a Snow Plowing Removal policy for future consideration, (2) Another business also raised a concern about their plumbing issue that could become the Village's responsibility, and (3) Received a complaint from a property owner regarding sump pump water discharge onto neighbor's property, which has been affected by its development. However this is a civil matter and needs to be resolved between the neighbors without Village involvement. The Village's infrastructure appeared to be functioning appropriately.
  2. Board Meeting Minutes for:
    - a. *Regular Board Meeting on Thursday, February 13, 2025.*
    - b. *Special Board Meeting on Wednesday, February 19, 2025.*
  3. Accept Committee and Commission Reports:
    - a. *Park Committee meeting report from Tuesday, February 18, 2025.*
    - b. *Park Committee meeting report from Tuesday, March 11, 2025.*
  4. Ordinance 2025 – 04 An Ordinance Repealing and Recreating Zoning Ordinance Section 22.76 (New Code Chapter 350-76) In Relations to the Use of Shipping Containers in Chapter 22 (350) of the Zoning Ordinance.
  5. New Auburn Area Events Committee application for Street Use during Jamboree celebration.
  6. Approve Memorandum of Understanding with Barron County for Mowing Operations on County Highway (CH) SS and MM (east to west along the north side of New Auburn School District – also referred to as CH M in Chippewa County).
  7. 2025 Chippewa County Street Sweeping Agreement not to exceed \$4,100 with Board approval.
  8. Brush cleanup dates of 04/21, 05/5, 05/19, 06/09, 07/09, 08/11, 09/08, 09/22, and tentatively 10/13.
  9. New Auburn School District's use of Village Park Softball Field at no charge for the 2025 Softball Season.

10. Liquor Licenses Approval:
  - a. *Kaiden Schwenk, Bridge Stop.*

#### VII. DEPARTMENT REPORTS.

1. Public Works. PW Koterak covered the department's monthly report.
2. Public Safety. CCSO Sgt Maurice advised on February's calls for service data that included: eight (8) incidents, 12 traffic issues, 34 contacts, 66 building checks, 32 shifts worked, two hours of outside of contract or un-billable, for a total of 239.25 hours worked within the Village.
3. Building Inspector. ACTD Hanson advised that Building Inspector (BI) Atwood he is working with the property owner, 126 S CH SS (Old Hwy 53) and is asking for a delay until the May Board meeting as the property owner has stated to him that a roof will be in place by April.
4. Fire Department & Quarterly Report. ACTD Hanson advised that the New Auburn Area Fire Department Commissioners will be meeting next Wednesday, March 19, 2025, to begin the review of five (5) applicants for the Secretary / Treasurer position.
5. Treasurer's Report. TDC Dachel provided the Board with checks written for this month so far for their review.
  - a. *Invoices and checks reviewed.*
6. Administrator-Clerk-Deputy Treasurer. ACTD Hanson discussed the electronic version of the Municipal Code is completed and we should have an adoption ordinance ready for next month's meeting to adopt it; Wisconsin Department of Natural Resources (WDNR) Kevin Lein advised that he believes that we may not have to have a permit for the Wastewater Treatment Plant (WWTP) effluent pipe to the County Highway (CH) AA seepage cells, but we should know more the week of March 24, 2025; closing is yet to be set for Habitat for Humanity (H4H); and according to the Chippewa County Housing Authority (CCHA), there is not much the Village can do regarding the State of Wisconsin's confiscation of the Village's Community Development Block Grant (CDBG) for Housing and therefore, there is no need for the Board to go into Closed Session for tonight's meeting.

#### VIII. UNFINISHED BUSINESS.

1. Village Project Updates:
  - a. *North & 300 block of N Central St project update, Pre-Construction Meeting, and Notice to Proceed.* No additional information and no action by the Board.
  - b. *Mike Sletner Offer to Purchase for 326 N Spruce St Buyer's Counter Offer.* Motion by Pitts and seconded by Lotts to accept Sletner's counter-offer to the Village's first counter-offer for 326 N Spruce St for \$22,500, a recording memo to return the property for the same purchase price if a house is not built within two years, and all funds go to the Village's newly created non-CDBG Housing Fund. Motion carried.

#### IX. NEW BUSINESS.

1. Scott Loofboro request to detach (de-annexation) from Village of New Auburn 401 N Front St (Parcels 151-8000-06-000 & 151-8000-04-010). Loofboro advised he has no benefit to be in the Village as Taxes are "way high", paying the public fire protection (PFP) fee per parcel every month, no intention of annexing any other land in, bought land from previous owner some time after they had the land annexed into the Village, does not have sewer or water, no benefit to being in the Village. ACTD Hanson explained what a detachment request means to the Board and property taxes loss in the General Fund. Loofboro continued to explain to the Board that if he is not detached he may request in the future utility services at the Village's expense as the Village is "obligated" to provide those services. He referenced Wisconsin State Statute § 196.03 (3) (b) on regulations and his opinion on the Village's requirements, with a reference to hiring an attorney. ACTD Hanson reviewed Loofboro's parcel values and potential taxes due to the Village. Motion by Pitts and seconded by Lotts to postpone until the April Board of Trustees meeting to obtain legal advice. Motion carried.
2. Village Donation Policy. No action as be brought back at the next regular Board of Trustees meeting.
3. Wisconsin Rural Water Association Annual Meeting assign delegate. No action taken.
4. Chippewa Valley Technical College Annual Meeting March 27, 2025 and assign delegate. No action taken.
5. Ordinance 2025 – 05 A Village of New Auburn creating a Tree Care and Planting Ordinance. ACTD Hanson advised this is the first time for the Board to see it and is not seeking their adoption until the April meeting. No action taken.

6. 2026 Senate Appropriation requests for proposals. Motion by Berg and seconded by Pitts to have ACDT Hanson apply for the 2026 Senate Appropriation funding opportunity for the 2016 New Auburn School District's (NASD) Safe Routes to School (SRTS). Motion carried.
7. Spring Cleanup discontinue or tentatively scheduled for 8:00 a.m. until 11:30 a.m. on Saturday, May 3, 2025. Motion by Lotts and seconded by Pitts to discontinue the Spring Cleanup effective immediately. Motion carried.
8. Recess into Closed Session per WI Statute §19.85(1)(g) for the following purpose: "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved." To wit: CBS Squared Engineer project change orders and pay request for 2024 Undersized Main Project on Elm and Spruce Streets. [TENTATIVE]. No action taken.
9. Reconvene from Closed Session. [TENTATIVE]. No action taken.
10. Action on Closed Session. [TENTATIVE]. No action taken.
11. CBS Squared Wastewater Treatment Plant (WWTP) Forced Main to Seepage Cells project 5218-11. At 6:35 p.m. CBS Squared (CBS2) Engineer Jon Strand arrived.
  - a. *Project update.* CBS2 Strand provided detail on the reasoning behind the project with the current effluent line occasionally having issues with getting the WWTP effluent to the seepage cells on CH AA.
  - b. *Bid process update.* Motion by Pitts and seconded by Lotts to wait until we hear back from the WDNR about the Wetland Permit. Motion carried.
  - c. *CBS Squared request for additional engineering funds.* CBS2 Strand provided details on why additional funding was needed by CBS2 due to WDNR variance request from requirements to something outside of the ordinary, had additional engineering expenses to go from the required two pipes to one, there is not a high flow rate, and to get it the Village has to provide a cleaning or flushing of the pipe. At 6:52 p.m. Board Trustee Anderson arrived during this discussion. Discussed concerns with previous engineering issue with CBS2 between the Board and CBS2 Strand, and why it is influencing the Board's decision. Motion by Pitts and seconded by Berg to reconsider the bidding process with the WWTP Effluent project until the April meeting including what WDNR has to say about the Wetland Permit requirement. Motion carried.
12. Recess into Closed Session per WI Statute §19.85(1)(e) for the following purpose: "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." To wit: Community Development Block Grant (CDBG) for Housing property acquisition. No action taken.
13. Reconvene from Closed Session. No action taken.
14. Action on Closed Session. No action taken.
15. Future Board Meetings.
  - a. Next Regular Board Meeting is at 5:30 p.m. on Thursday, April 10, 2025.

IX. **Adjourn.** At 7:12 p.m. VP Berg concluded the meeting.

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