

Board of Trustees Regular Meeting Minutes

Thursday, May 8, 2025

The Village of New Auburn Board of Trustees 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 5:30 p.m. Village President (VP) Shannon Berg called the meeting to order.
- II. **ROLL CALL.** Board of Trustee Members in attendance were Paul Blodgett, Brad Lotts, Gary Pitts, and Gerid Dodge, and VP Berg. There was a quorum in attendance. Staff in attendance were Public Works Parks & Transportation (PW) Garrett Larson, Treasurer-Deputy Clerk (TDC) Teresa Dachel, Administrator-Clerk-Deputy Treasurer (ACDT) Bradley Hanson, and Chippewa County Sheriff's Office (CCSO) Sergeant Andy Clark. Also in attendance was CBS Squared Engineer Jon Strand.
Public in attendance were American Legion Post Commander (AL) Dan North, Patty Proehl, Dwain Trowbridge, Security Bank Loan Officer (SB) Inez North, and at approximately 5:42 p.m. Scott Loofboro arrived.
- III. **PLEDGE OF ALLEGIANCE.**
- IV. **ANY ORAL WAIVERS OF NOTICE OF SPECIAL MEETINGS IN ACCORDANCE WITH MUNICIPAL CODE 89.3.** No action.
- V. **PUBLIC COMMENTS.** AL North request a delay for Ordinance 2025 – 08 regarding Vendor Permitting due to the proximity of Jamboree Days. Trowbridge requested the Board of Trustees to assume more accountability on the actions of their staff and direction follow through as two Park Committee Chairs resigned due to staff, and is the Building Inspector doing his job, volunteered park time of over 100 hours, to be swept away by Village staff. Proehl requested funding assistance from the Village for the 150th All Class Reunion Celebration.
- VI. **CONSENT AGENDA.** Motion by Lotts and seconded by Pitts to approve. ACDT Hanson detailed the communication included Loofboro's response, request for Ordinance 2025 – 08 be delayed until after Jamboree, and letter response to Merak regarding setback and Chippewa County right-of-way issue. Motion carried.
 1. In compliance with Municipal Code 89-5(A)(2) the Board of Trustees accepts this Order & Conduct of the Agenda.
No action.
 2. Correspondence and Complaints Received.
 3. Board Meeting Minutes for the:
 - a. *Regular Board Meeting on Thursday, April 10, 2025.*
 - b. *Special Board Meeting on Thursday, May 1, 2025.*
 4. Accept Committee and Commission Reports.
 - a. *Open Book Report on Tuesday, April 22, 2025.*
 - b. *Park Committee on Tuesday, April 22, 2025.*
 5. Ordinances and Resolutions:
 - a. *Ordinance 2025 – 06 An Ordinance Adopting a Revision and Codification of the Ordinances of the Village of New Auburn, Wisconsin.*
 - b. *Ordinance 2025 – 07 A Village of New Auburn Ordinance Repealing and Recreating Sections 270-1 (new code) Maintenance of Services, 270-10 (new code) Service and Billing Connections, and 270-12 (new code) Service Connections in their entirety.*
 - c. *Resolution 2025 – 11 A Resolution of the Village Board of Trustees to adopt the Snow Removal Policy.*
 6. Liquor Licenses Approval:
 - a. *Tosha Reetz, Bridge Stop.*

VII. DEPARTMENT REPORTS.

1. Public Works. PW Larson presented the monthly report and included Village Park (Park) rip-rap maintenance, May St asphaltting update to after July 4, 2025.
 - a. *Report.*
2. Public Safety. CCSO Sgt Clark reviewed last month statistics that included: seven incidents, seven traffic contacts, 51 business contacts, 57 business checks, 26 work shifts within the Village.
3. Building Inspector. This item was postponed until the next meeting due to the absence of the Building Inspector.
 - a. *126 S County Highway (CH) SS (Old Hwy 53).*
 - b. *324 N CH SS (Old Hwy 53).*
 - c. *518 S East St.*
 - d. *112 & 116 E North St.*
4. Fire Department & Quarterly Report.
5. Treasurer's Report.
 - a. *Invoices and checks reviewed.*
 - b. *Vote to approve loan application in the amount of \$430,000 and approve for Village President and Clerk to Sign All Closing Documents:*
 - c. *Resolution 2025 – 12 A Resolution of the Village of New Auburn Board of Trustees Authorizing Official Representation by Village President and Clerk to File Applications for Financial Assistance from the State of Wisconsin Board of Commissioners of Public Lands State Trust Fund in the Amount of \$430,000.00 to Refinance Dairy State Bank Loan. No action taken.*
 - d. *Resolution 2025 – 13 A Resolution of the Village of New Auburn Board of Trustees Authorizing the Village President and Clerk to Submit to the Board of Commissioners of Public Lands of Wisconsin for a State Trust Fund Loan. No action taken.*
 - c. *Resolution 2025 – 12 A Resolution of the Village of New Auburn Board of Trustees Authorizing the Village President and Clerk to Submit to Security Bank of New Auburn for a Loan in the amount of \$430,000.00 to Refinance Dairy State Bank Loan. Motion by Lotts and seconded by Pitts to approve. Motion carried.*
6. Administrator-Clerk-Deputy Treasurer.
 - a. *Approve Tree / Brush fee schedule for \$10 and to be changed. No action.*
 - b. *League of Wisconsin Municipal Mutual Insurance Board of Directors Election. No action.*
 - c. *In packets were a map for the one-way requests, the Park Committee has reviewed it as well as staff in cooperation with the CCSO Sgt Clark and believe this is the best streets and should be able to handle it – especially with a street permit by Jamboree. Motion by Pitts and seconded by Dodge to confirm staff's approval for the Jamboree celebration with one-way streets as the Village has done it previously and through the permitting process. Motion carried.*
 - d. *Finally, ACDT Hanson advised the Board on his attendance at the Chippewa County Highway Commission meeting this morning regarding their Safe Streets & Roads for All (SSRA) Safety Action Plan and lack of involvement outside of Chippewa Falls. He believes that they should be sending a representative to attend Jamboree Days to discuss the SSRA.*

VIII. UNFINISHED BUSINESS.

1. Ordinance 2025 – 08 A Village of New Auburn Ordinance Creating Chapter 216 (new code) Mobile Vendors & Direct Sales Permit Required. Motion by Pitts and seconded by Dodge to post pone until the August 2025 Board of Trustees Regular Meeting. Motion carried.
2. Village Project Updates:
 - a. *Wastewater Treatment Plant (WWTP) Effluent Pipe Replacement, bids, contractor award, and notice to proceed. Motion by Pitts and seconded by Lotts to approve the contractor award and notice to proceed. Motion carried.*
 - b. *CBS Squared Engineering Master Agreement. ACDT Hanson described that administratively, On April 23, 2025, I stopped work by CBS2 due conversations with the Board at previous meetings, but no formal action in open session. This was to prevent further expense to the Village for work not formally approved or that you did not want. Based on the Board's discussions previously held and the desire to move in a different*

direction, that I recommend the board: Elm & Spruce Undersized Main Punch list, May St punch list, and the WWTP Effluent pipe. Motion by Pitts and seconded by Blodgett to cease operating under CBS Squared Engineering's Master Engineering Agreement and offer them no further work beyond finishing of their current projects, which include Elm & Spruce Undersized main Punch List, May St Punch List, and the Wastewater Treatment Plant Effluent Pipe project and for the Village Attorney to draft a letter stating such. Motion carried with Dodge abstaining due to lack of knowledge of the situation from prior to being elected to serve.

c. *Wellhouse #1 Improvement.* No action.

d. *North & 300 block of N Central St project update.*

1. Quarles Bond Counsel Scope of Engagement for Clean Water Fund (CWF) Loan 5218-09. Motion by Pitts and seconded by Blodgett to approve. Motion carried.
2. Resolution 2025 - 13 Authorizing the Issuance and Sale of Up to \$72,156 Sewerage System Revenue Bonds, Series 2025, and Providing for Other Details and Covenants with Respect Thereto. Motion by Pitts and seconded by Lotts to approve. Motion carried.
3. Quarles Bond Counsel Scope of Engagement for Safe Drinking Water Fund (SDWF) Loan 5209-09. Motion by Pitts and seconded by Dodge to approve. Motion carried.
4. Resolution 2025 - 15 Authorizing the Issuance and Sale of Up to \$147,492 Water System Revenue Bonds, Series 2025, and Providing for Other Details and Covenants with Respect Thereto. Motion by Pitts and seconded by Lotts to approve. Motion carried.

IX. NEW BUSINESS.

1. Poultry License update and requests for Board consideration. No action taken.
2. Election Records Retention Schedule. ACDT Hanson provided information with election records and their numerous retention schedules and wanted to simplify them. No action.
3. Potential vacates done for: No action at this time to provide staff to see if there will be a cost share from the property owners.
 - a. *309 N Front St & 140 W Pine St.*
 - b. *126 S County Highway (CH) SS (Old Hwy 53).*
4. Future Board Meetings in compliance with Municipal Code 89-3.
 - a. *Next Regular Board Meeting is at 5:30 p.m. on Thursday, June 12, 2025.*

X. ADJOURN. At 6:24 p.m. with all business concluded VP Berg Adjourned the meeting.

Signed: _____


Bradley J Hanson, Village Administrator-Clerk-Deputy Treasurer