

In accordance with the provisions of Section 19.84 Wisconsin Statutes:

## Board of Trustees Regular Meeting Agenda

on Thursday, November 13, 2025 at 5:30 p.m.

- 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 (Board) Members in attendance were Brad Lotts., Gerid Dodge, Gary Pitts, Paul Blodgett, & VB Shannon Berg. There was a quorum in attendance. Staff in attendance were Public Works for Operations (PW) Jared Thom, Treasurer-Dep Clerk (TDC) Teresa Dachel, Building Inspector (BI) Joe Atwood
- III. **PLEDGE OF ALLEGIANCE.**
- IV. **PUBLIC HEARING: 2026 ANNUAL BUDGET.**
  1. Open Public Hearing. At 5:30 p.m. VP Berg opened the public hearing for the 2026 annual budget.
  2. Public Comments. There were no public in attendance.
  3. Board of Trustees Discussion. TDC Dachel *Noted changes made to wages; park outlay; street outlay. No other changes were made.*
  4. Close Public Hearing. At 5:37 p.m. VP Berg closed the public hearing.
  5. Action on the proposed 2026 *Annual Budget. Approve with changes. Motion by Dodge and seconded by Lotts to approve the 2026 Annual Budget. Motion carried.*
  6. Resolution 2025 – 21 A Resolution of the Village of New Auburn Board of Trustees Approving and Adopting the 2026 Budget and Levy Limit. *Motion to approve resolution 2025-21 with changes noted above made by Pitts and seconded by Blodgett. Motion carried.*
- V. **PUBLIC COMMENTS.** There were no public in attendance.
- VI. **CONSENT AGENDA.** Motion made by Pitts and seconded by Blodgett to approve the consent agenda. Motion carried.
  1. Announcements, Complaints, and Communications. Talked about adding “Concerns” to this agenda item.
  2. Minutes and Reports.
    - a. Regular Board Meeting on Thursday, October 9, 2025
    - b. Park Committee on Tuesday, October 21, 2025.
    - c. Special Board Meeting on Thursday, October 23, 2025
  3. Approve Rezoning Ordinance 2025-16. *Motion to approve rezoning ordinance made by Lotts and seconded by Dodge. 4 were in favor, 1 was opposed. Motion carried.*
- VII. **DEPARTMENT REPORTS.**
  1. Public Works. PW Thom provided a brief update in written and verbal form for the Board’s information on water and wastewater usage. He gave an overview of the WWTP to Effluent construction. Push Inc. ran into some issues with boring but were able to complete and now Haas is onsite installing manholes and will be finishing up the project in the next few weeks.
    - a. Water Tower Lights. There was a discussion about the decision to change out the lights to LED due to the current bulbs having a short life span. B&B Electric will do the install once the lights are received.
  2. Public Safety. Sheriff Deputy Andy Clark was unavailable so TDC Dachel read his report.
  3. Building Inspector. BI Atwood went over the written list provided to the Board. TDC Dachel asked about the letter to the property owners regarding the unlicensed poultry housing. BI Atwood would email the

letter for the resident the following day. It was decided that TDC Dachel would send a letter to the resident on E North St regarding mattresses in the yard.

4. Treasurer's Report.
  - a. Receipts-Expense Report. All Board members signed the report and had no questions.
  - b. Approve 2026 Spectrum Insurance Quote *Motion to approve quote was made by Pitts and seconded by Lotts. Motion carried.*

#### **VIII. UNFINISHED BUSINESS.**

1. Village Project Updates:
  - a. Village Park Improvement update. TDC Dachel gave an update on Xcel's timeline to move the 3-phase. We are waiting for B&B Electric to give us a date to wire the flag lights for the memorial. Blue Diamond Plumbing should be back to finish installing the fixtures at the bathrooms.
  - b. DNR Permit for trail to Veterans Memorial. We were granted the permit for adding in a longer culvert and filling in the gulley in order to provide better walkability to the veteran's memorial and playground area. Quotes for the project will happen in Spring/2026.
  - c. Wastewater Treatment Plant (WWTP) Effluent Pipe Replacement. Project Manager Tyler Hastings was unavailable but did provide a construction update memo which reiterated the PW update. TDC Dachel highlighted that there could be a change order coming for a change in timeline completion.
    - i. 5218-11 WWTP Effluent Pipe Replacement Pay Request 01. *Motion to approve Pay Request 01 was made by Dodge and seconded by Pitts. Motion carried.*
  - d. Well House #1 & SCADA System Upgrade Engineering Agreement. *Motion to approve engineering agreement was made by Pitts and seconded by Blodgett. Motion carried.*
2. LRIP Grant Application – Entitlement Funds and List filed 10/31/2025. *Just an update. The Village will have up to 6 years to use.*
3. LRIP Grant Application - Discretionary 50<sup>th</sup> & 250<sup>th</sup> filed 10/31/2025. *Just an update. TDC Dachel let the board know that an email was received regarding only 50% will be awarded.*
4. Chippewa Co meeting regarding Hwy SS. *Just an update. Chippewa County is willing to work with us once Morgan & Parmley has their recommendation on how the storm water issues might be improved.*

#### **IX. NEW BUSINESS.**

1. Discuss Job Descriptions/Titles for office positions. This was informational only regarding moving forward with the hiring process. It was noted that there is an ordinance in place currently from 2002 that was never amended that states the Village will not follow State Statute by having one Clerk and one Treasurer but have the position combined and then have a Deputy Clerk-Treasurer.
2. Future Board Meetings:
  - a. Next Regular Board Meeting at 5:30 p.m. on Thursday, December 11, 2025. VP Berg noted this would be a Christmas potluck meeting.

- X. ADJOURN.** At 6:13 p.m. VP Berg adjourned the meeting

Signed:   
Teresa Dachel, Village Treasurer-Deputy Clerk