

In accordance with the provisions of Section 19.84 Wisconsin Statutes:

Board of Trustees Regular Meeting Minutes

on Thursday, May 14, 2026 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 Gary Pitts and Brad Lotts. Gerid Dodge and Paul Blodgett were not in attendance. There was a quorum in attendance. Staff in attendance were Clerk-Treasurer (CT) Stephanie Daniells, Deputy Clerk Treasurer (DCT) Teresa Dachel, Building Inspector Joe Atwood, Sergeant Andy Clark. Public in attendance were Mason Sande, Ryleah Nelson, Wayne Dachel, Cory LaNon, Dan North and Larry Gotham.
- III. **PLEDGE OF ALLEGIANCE.**
- IV. **PUBLIC COMMENTS.** *Comments are limited to three (3) minutes per person.* Dan North requested a Village Representative to be present on May 25, 2026 for the Memorial Day Dedication Ceremony for the transfer of ownership to the Village of New Auburn.
- V. **CONSENT AGENDA.** There were no questions or concerns with the consent agenda. Motion made by Trustee Pitts, seconded by Trustee Lotts to approve consent agenda. All were in Favor, None Opposed. Motion carried.
 1. Announcements, Complaints, Concerns and Communications.
 2. Minutes and Reports.
 - a. Regular Board Meeting on Thursday, April 9, 2026.
 - b. Special Joint Meeting on Thursday, April 9, 2026.
 - c. Park Committee Meeting on Tuesday, April 21, 2026.
 - d. Special Joint Meeting on Thursday, April 29, 2026.
 3. Operator License Approval;
 - a. Stephanie L Salem -The Quarthouse
 - b. Dwain Trowbridge – The Quarthouse
- VI. **DEPARTMENT REPORTS.**
 1. Public Works. Presented by CT Daniells. The winter equipment has been put away and the summer equipment has been brought out, looked over and ready to be put into service. Repairs for the lawn damage from snow plowing has been started and should be completed within the next few weeks. While conducting final walk through of North St. a water leak was noticed by the Sunrise Village Apartments. Haas has made the necessary repairs. Rain total for the month 4.67 inches.
 2. Public Safety. Sergeant Clark went over the April hours with a total of 113.5 billable hours to the Village and 30.5 non-billable hours.
 3. Fire Department Quarterly Report. Wayne Dachel discussed the FD repairing the existing tanker instead of purchasing a new one.
 4. Building Inspector. BI Atwood discussed the list of properties that still need to be addressed. His monthly report covered an update with five (5) outstanding Building Permits that are in progress or near completion and two (2) nuisance property issues with no change to their status.
 5. Treasurer's Report. There were no questions with the Receipts-Expense Report. All signed.
 - a. Receipts-Expense Report. \$73,702.53 Receipts/\$265,546.41 Expenses.
 6. Clerk-Treasurer Report.
- VII. **UNFINISHED BUSINESS.**
 1. Consider/Act Haas Pay Request 03 and Change Order 03 5218-11 WWTP Effluent Project. DCT Dachel presented the final Payment request from Haas in the amount of \$56,298.03. Motion was made by Trustee Lotts and seconded by Trustee Pitts to approve the pay request 03 and Change Order 03. All were in favor, none opposed. Motion passed.
 2. Consider/Act on Ordinance 2026-01 Cemetery Ordinance Amendment. No motion. Tabled until next month.
 3. Consider/Act on County Hwy SS/County Hwy M Project. DCT Dachel presented final cost for the project \$55,406.14. RW Honey has agreed to pay \$20,000.00 towards the project, the Village payment will be \$35,406.14. Motion was made by Trustee Pitts and seconded by Trustee Lotts to approve the project. All were in favor, none opposed. Motion passed.
- VIII. **NEW BUSINESS.**
 1. Consider/Act on waiving Overweight Permits for 11 27 7/8 St. New Auburn, WI. Motion was made by Trustee Lotts and seconded by Trustee Pitts to approve waiving the Overweight Permits for Mason Sande and Ryleah Nelson in order for them to have materials delivered to build a home on 27 7/8 Street. All were in favor, none opposed. Motion passed.
 2. Consider/Act on waiving Fireworks Permit fee for Jamboree Days. Motion was made by Trustee Pitts and seconded by Trustee Lotts to approve waiving Fireworks Permit fee for Jamboree Days. All were in favor, none opposed. Motion passed.

3. Consider/Act on waiving Street Use and Shelter Permit Fees for Veteran's Memorial Dedication on Memorial Day. Motion was made by Trustee Pitts and seconded by Trustee Lotts to approve Dan North's request for waiving the fees for Street Use and Shelter Permit Fees for the Veteran's Memorial Dedication Ceremony. All were in favor, none opposed. Motion passed.
 4. Consider/Act on waiving Street Use Permits, Park Rental fees and Amplified fees for the Jamboree Committee. Motion was made by Trustee Pitts and seconded by Trustee Lotts to approve. All were in favor of waiving the fees for Leanna Bacons request for Jamboree Days Street Use Permits, Park Rental Fees and Amplified Fees for Jamboree Days, none opposed. Motion passed.
 5. Consider/Act on Wellhouse #1 & SCADA Project #2025-133 so Morgan & Parmley can apply for DNR SDW funding. Larry Gotham presented the plans and expenses for the Wellhouse #1 & SCADA Project. Motion was made by Trustee Pitts and seconded by Trustee Lotts to approve M&P to apply for funding. All were in favor, none opposed. Motion passed.
 6. Consider/Act on Resolution #2026-03 Official Intent to Reimburse Expenditures for Wellhouse & Scada Project #2025-133. Motion was made by Trustee Pitts and seconded by Trustee Lotts to approve Intent to Reimburse the DNR safe drinking water loan program for Wellhouse #1 & SCADA improvement project. All were in favor, none opposed. Motion passed.
 7. Consider/Act on Resolution #2026-04 Official Representation by the Village President and Clerk to file DNR SDW Application #2025-133. Motion was made by Trustee Pitts and seconded by Trustee Lotts to approve the filing of DNR Safe Drinking Water Application #2025-133. All were in favor, none opposed. Motion passed.
 8. Recess into Closed Sessions per WI Statute §19.85 (1) (e) (competitive bargaining reasons) "to deliberate on the price to offer," to wit: Town of Dovre Peterbilt Plow Truck. Motion was made by Trustee Pitts and seconded by Trustee Lotts to go into closed session per WI Stat. 19.85(1)(c) at 6:35 p.m. Roll Call: Pitts-aye; Lotts-aye; Berg-aye; 3-0. Motion carried.
 9. Reconvene in Open Session. Motion by Trustee Pitts and seconded by Trustee Lotts to reconvene into open session. Roll Call: Pitts-aye; Lotts-aye; Berg-aye. 3-0. Motion carried.
 10. Action on Closed Session. Motion made by Trustee Pitts and seconded by Trustee Lotts to have the Plow Truck evaluated by Hwy 53 before making an offer to the Town of Dovre. Offer amount has been set once the Plow Truck has been inspected.
 11. Future Board Meetings:
 - a. Next Regular Board Meeting at 5:30 p.m. on Thursday, June 11, 2026.
 - b. Next Park Committee Meeting at 5:00 p.m. on Tuesday, May 19, 2026.
- IX. **ADJOURN.** Motion by Trustee Pitts seconded by Trustee Lotts to adjourn meeting at 6:37 p.m. All in favor, none opposed. Motion carried.


Prepared by Stephanie Daniells, Village Clerk-Treasurer