

# VILLAGE OF NEW AUBURN

## Village Board Regular Meeting - Notes Thursday, October 10, 2024 at 6:00 p.m.

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 6:00 p.m. Village President Berg called the meeting to order.
- II. **Roll Call.** Trustees in attendance were Gary Pitts, Paul Blodgett, and Brad Lotts. Absent was Allan Anderson. Public in attendance were John Knight, Roxanne Gravunder, Verlyn Motzer, Dan North, Scott Connelly, Jon Pederson, Leonard Boehm, Scott Beers, and Town of Sampson Chair Darla Butterfield. Staff in attendance were Village Administrator-Clerk-Deputy Treasurer (ACDT) Bradley Hanson, Village Treasurer-Deputy Clerk (TDC) Teresa Dachel, and Chippewa County Sheriff's Office (CCSO) Sergeant Andrew Clark.
- III. **Pledge of Allegiance.**
- IV. **PUBLIC COMMENTS.** There were no public comments.
- V. **CONSENT AGENDA.** Motion by Pitts and seconded by Lotts to approve with Resolution 2024 – 25 Wastewater (Sewer) Fees Consumption Rates effective November 1, 2024 with agenda revision. Motion carried.
  1. Correspondence and Complaints Received.
  2. Board Meeting Minutes for:
    - a. *Regular Board Meeting on Thursday, September 12, 2024.*
    - b. *Special Board Meeting on Thursday, September 26, 2024.*
  3. Accept Committee and Commission Reports:
    - a. *Park Committee Meeting from September 17, 2024.*
  4. Treasurer's Report.
    - a. *Elm & Spruce Street Lead Line & Undersized Water Services Pipe Replacement Construction Payment #3 (Spruce Streets Project # 5202-10) McCabe Request.*
    - b. *Invoices and checks reviewed with Treasurer-Deputy Clerk Teresa Dachel.*
  5. Retain Tim Schilla as a part-time employee for winter road operations as needed for \$35.00 per hour.
  6. 2025 Renewal for Chippewa Humane Association Agreement.
  7. Street Patch for wastewater work at **533** N East St.
  - ~~8. Resolutions of adoption:~~
    - ~~a. Resolution 2024 – 25 Wastewater (Sewer) Fees Consumption Rates effective November 1, 2024.~~
  9. Liquor License: Hudack, Jene' (Bridge Stop).
  10. Approve Triad Plastics, 106 W Pine St, driveway approval after staff review and approval.
- VI. **DEPARTMENT REPORTS.**
  1. Public Safety. Sgt. Clark provided detail with calls for service with the Village to include nine traffic violations, 10 warnings, 50 contacts made, 82 building checks, 30 total work shifts filled.
  2. Building Inspector. ACDT Hanson provided Building Inspector Joe Atwood's information report to include specifically about that he witnessed tenants at 215 W Main St burned furniture, which is a violation of Wisconsin Department of Natural Resources (WDNR) and the United States Environmental Protection

Agency (EPA) laws and regulations, it has been reported to Fire Chief Tom Bichel. The report included that 116 E North continues to progress with their cleanup and 112 E North had no progress.

3. Fire Department & Quarterly Report. ACDT Hanson provided the minutes drafted by him from a Special Meeting held by the Commission on Thursday, October 3, 2024 regarding the Town of Sampson's request to lower the amount budgeted for 2025.
4. Administrator-Clerk-Deputy Treasurer & Public Works. ACDT Hanson advised the Board that he will be off on Monday, October 21, 2024, working on two Open Records Requests and continue to process them as time allows from his normal job duties, will be bringing a change forward with driveway permits, so that staff can approve them without bringing them to the Board at a later meeting. This would be a streamlined process and assist residents and their requests instead of waiting for approval from the Board – unless it is outside the allowable limits indicated in the Municipal Code, in an attempt to give Public Works staff additional time off, he worked the dump Saturday, September 28, 2024 and had many great conversations and got to meet a lot more of our residents, and from input by the Board the Budget work session next week will begin at 4:00p.m. as the Fire Department has their Budget meeting at 7 that night.

## VII. UNFINISHED BUSINESS.

1. American Legion thank you to Village Board for use of Village Hall and Veterans Memorial update. Dan North presented information for preliminary plans with some ideas for the Park Committee on location of the Veterans Memorial.
2. Village Project Updates:
  - a. *2016 New Auburn School District (NASD) Safe Routes to School (SRTS) Plan review.*  
North St is a designated SRTS however Morgan & Parmley engineers for that project believe the topography may not be conducive to a 6' wide ST let alone a 10' wide SRTS. No action.
  - b. *West Central Wisconsin Regional Planning Commission (WCWRPC) regarding Somatic Transportation (Bike & Pedestrian) Master Plan in cooperation with New Auburn School District Safe Routes to School Master Plan update.* From WCWRPC the total share of a cooperative agreement would cost the Village \$2400, and if the NASD cooperates it would be a shared amount, so \$1200. Residents Leonard Boehm added cross arms are also needed for the railroad and crossing signals which was a historical Board conversation from Verlon Motzer. Board requested to Post Pone until Budget Work Session next week.
  - c. *North St consideration of utility extension for possible future expansion to 400 block of N Spruce St.*  
Motion by Pitts and seconded by Blodgett to approve. Motion carried.
  - d. Stormwater addition with small ditch from North St in front of 332 N East St southward to the new catch basin in the northeast corner of May and N East St intersection. Motion by Lotts and seconded by Pitts to approve. Motion carried.
  - e. *Village Code (Ordinance) Chapter 14 Public Works / Infrastructure, Section 14.01 Public Works / Infrastructure Ordinance, subsection (3) Sidewalk construction and repair and discovery of existing sidewalk reviewed for the possible installation of sidewalks on North St and the 300 block of N Central St during 2025 reconstruction.* No action.
  - f. *North St American with Disabilities Act (ADA) compliant intersection ramps for future development potential on the northeast, northwest and southeast corners at the intersection of E North and N Spruce Streets.* Motion by Lotts and seconded by Blodgett. Motion carried.
  - g. *CBS Squared request for additional engineering funds for projects.* Motion by Pitts and seconded by Blodgett to approve. Motion carried.
3. Resolution 2024 – 26 to adopt Job Descriptions. Motion by Berg and seconded by Lotts to postpone until next week's Board budget meeting. Motion carried.
  - a. Village Administrator (add on position).
  - b. Clerk – Deputy Treasurer.



c. Treasurer – Deputy Clerk.

**VIII. NEW BUSINESS.**

1. Chippewa County Department of Public Health request to waive fee to use Village Hall on October 24. Motion by Blodgett and seconded by Lotts to approve. Motion carried.
2. B & L Rail request for reduced utility bill. B & L Rail co-owner Scott Beers addressed the Board regarding concerns with a recent bill and aired concerns with the Village not being able to detect these types of issues. Comments were heard on B & L's Florida Hurricane donation collections and the positive image it provided to New Auburn. ACDT Hanson further commented on a local business for Economic Development purposes is a viable Board policy. Furthermore, it is possible that the Village look at moving forward with different meters. Motion by Lotts and seconded by Pitts to approve a reduction in B & L Rail utility bill as requested. Motion carried.
3. Nauburn Coffee request for assistance with asphalt for parking lot access from County Highway SS and Snow Piling Agreement. ACDT Hanson provided detail on the proposed agreement with Nauburn's request to assist with asphalt replacement. Unlike the Citizens Connected annual agreement, this is a five-year agreement, then it becomes an annual renewal. Motion by Lotts and seconded by Berg to approve. Motion carried.
4. Agricultural Road Improvement Program (ARIP) Grant application status and potential weight restrictions for 50<sup>th</sup> and 250<sup>th</sup> Streets. ACDT Hanson informed the Board that the Village did not qualify for the ARIP program this year due to not currently being weight restricted. However, with the Boards approval we will research implementing one and staff believes it is highly necessary due to 50<sup>th</sup> St's current condition and the potential for 250<sup>th</sup> Street to get there and soon. Motion by Pitts and seconded by Lotts to have Village staff research and bring back for implementation a weight restriction for 50<sup>th</sup> and possibly 250<sup>th</sup> Streets. Motion carried.
5. A-1 quote to crush Village owned 3,000 tons of asphalt & concrete for \$16,500. Motion by Pitts and seconded by Blodgett to approve. Motion carried.
6. Core sampling of County Highway (CH) SS if allowed by Chippewa County Highway Commission (CCHC). ACDT Hanson advised having the depth data would be beneficial for the Village to discuss the urgency for improving CH SS with CCHC. Trustee Pitts advised the depth of CH SS is at least four feet deep. Motion by Blodgett and seconded by Lotts to approve the core samples of CH SS if CCHC approves. Motion carried.
7. Town of Sampson request to New Auburn Area Fire Department (NAAFD) 2025 budgeting amount charged to member communities. Town of Sampson Chair Darla Butterfield presented her research material on the annual budget for the NAAFD. Village staff concurred that there are some concerns with amount of the request and should be reviewed carefully. Motion by Pitts and seconded by Lotts to reduce the NAAFD budget if agreed upon by all Commissioners to an appropriate level. Motion carried.
8. Future Board Meetings.
  - a. Special Board Meeting on 2025 Budget at 4:00 p.m. on Thursday, October 17, 2024.
  - b. Next Regular Board Meeting is at 6:00 p.m. on Thursday, November 14, 2024.

**IX. Adjourn.** At 7:25 p.m. motion by Pitts and seconded by Lotts to adjourn. Motion carried.

Signed: \_\_\_\_\_

  
Bradley J Hanson, Village Administrator-Clerk-Deputy Treasurer