

Minutes of the Village of Newburg
Committee of the Whole
May 28, 2015, 7:00 P.M.

Call of the regular meeting of the Village of Newburg Committee of the Whole to order by Village Administrator/Clerk Goeckner at 7:00 P.M.

Roll call of all Village Committee of the Whole Members, all present with the exception of President Bill Sackett and Trustee Lynda Huebner. Also present village staff: Administrator/Clerk Goeckner, Treasurer/Deputy Clerk Brunner, Police Chief Buege, DPW/Sanitary Superintendent Becker, Attorney Kiefer and Engineer Bednarski.

A motion was made to elect Trustee Strohmeier as Chairperson for tonight's Committee of the Whole meeting. Motion was made by Trustee Heili, seconded by Trustee Beimborn. Motion passed 5-0.

Pledge of Allegiance

COMMITTEE REPORTS

1. Law Enforcement – Trustee Wollner (sub-chair)

Public Forum – no public comments made.

Approve the minutes of the February 26, 2015 Law Enforcement Committee meeting. No action taken since the minutes were not provided to the Village by former Trustee Camlin for committee review.

- A. Discussion and action on past months monthly Law Enforcement activity reports. Motion was made by Trustee Beimborn, seconded by Trustee Wollner accept the reports. Motion passed 5-0.
- B. Discussion and action on No Parking Fire Lane designation by ordinance for the area along the western edge of the Village Hall parking lot, and the loop through Fireman's Park. Chief Buege was asked to speak on behalf of the fire department on this issue since the Fire Chief was unavailable to attend tonight's meeting. Buege has shared with Fire Chief the village ordinance that would enforce No Parking in Fire Lanes. If fire lanes are approved, the Fire Department will purchase any signs and provide striping as indicated in the letter to Chief Buege that they, the fire department, would work with the Village on these issues. No action taken.
- C. Pre Newburg Fireman's Picnic report. Chief Buege has designated a detour with the closing of Highway Y and noted that there will be additional manpower coming in for

parade. Ozaukee County has offered a Deputy on Hwy Y and Singing Hill Road. The Ozaukee County sign shop have offered for use, additional signage that will be set up before and taken down after the parade. Buege noted that Paul Wilkens did a great job in setting up the parade process with Ozaukee County. Washington County will also be providing another squad car for the parade.

2. Public Works, Trustee Heili (sub-chair)

Public Forum – no public comments made.

Approve the minutes of the April 9, 2015 Public Works Committee meeting. Motion was made by Trustee Beimborn, seconded by Trustee Wollner. Motion passed 5-0.

- A. Discussion on need to develop road opening application, permit and setting of fee. The village requires a permit but does not have a process or any forms to do such. The village has received copies from West Bend and Kewaskum as to their procedures as a model. The Clerk will develop such and set an appropriate permit fee.
- B. Discussion in regards to problems with radios. It was noted that the handheld radios do not work in the village vehicles. Chief Buege stated this is a safety issue, not only for the Village, but County wide as well as for our Emergency Government. When Washington County went with VHF the problems got worse. Washington County is looking at a fix unfortunately it will cost millions of dollars. The County may add a tower to boost signal strength. Newburg village staff have gone out and gotten quotes for mobile units in each truck. These quotes are from GCI (who handles Washington County) for 2 different radios, one a Kenwood at \$3,500 and the other a Harris at \$5,000. It is felt that the County has to address their issue before we can do anything on our end. DPW is currently using home/recreational walkie-talkies. It was also noted that we cannot communicate with County or Sheriff Departments if something happens when inside our vehicles or inside buildings in Newburg. The Board recommends the Police Chief to investigate what the options are. Chief Buege noted he will begin to look into it in July when time is available.
- C. Update on consideration of electronic gate at maintenance building. Trustee Heili noted that he and staff are still working on this matter. The estimated cost is between \$8,500 and \$9,000 for a gate excluding the cost of wiring which is quoted at \$950.
- D. Discussion on mandate for employee use of Personal Protection Equipment and Village funding. Questioned was what is needed, and if we are going to require them to wear the PPE and then who will pay for it. Currently we provide safety vests, hard hats, safety glasses and ear protection. We may also want to require steel toed boots. The Village will put together a policy and provide a supplement for steel toed boots at \$50 per year.
- E. Discussion on curb to sidewalk work in front of Speakeasy and shoulder work on Steeple View. The shoulder on Steeple View continually washes out. The grass in front of

Speakeasy, between the sidewalk and curb does not hold grass due to the foot traffic in and out. The Board previously approved replacing the dirt with asphalt however now we are looking at concrete as recommended by the Village Engineer. Speakeasy has offered to install pavers but the Village feels they are not acceptable by creating maintenance problems in future years. The Board agrees that staff will go out for quotes on this project and that Speakeasy will have to pay for the concrete itself.

3. Sanitary - Trustee Strohmeyer (sub-chair)

Public Forum – no public comments made.

Approve the minutes of the March 19, 2015 Sanitary Committee meeting. Motion was made by Trustee Wollner, seconded by Trustee Heili. Motion passed 5-0.

- A. Discussion in regards to needed repairs to sanitary lines found to have issues during the latest televising. Staff will get an estimate to have these mains lined and then make a recommendation.
- B. Maintenance schedule for televising Village sanitary system. We are in our third and final year which will complete the entire village. The village will establish a policy to re-televising each of the three sections every seven years. Should there be continued issues that schedule could be moved up to every 5 years. The cost to televise the entire village is just under \$12,000.
- C. Update on accounts receivables due. It currently stands at \$19,657.70. The village will look into increasing penalties to discourage non or delayed payments.
- D. Update on Equipment Replacement Account restrictions. Clerk Goeckner shared with the Board the funding schedule from 1997 for the replacement account. This schedule should have been updated every 2 years or at any point in time when there was an improvement made. Matt will work on the list to see if the current service life is correct as well as the replacement cost. This is a mandate by the Clean Water Fund policy. Lift stations and collection systems may be added to the list should the Board choose. It appears this account is not fully funded. Staff is still trying to determine if funds have been used from this accounts and if so what for. Any extra monies we put in this account over the years can be pulled out and used toward the collection system. Staff will continue to work on this issue. It was noted that the General Fund currently does not have extra monies to create a replacement account for a new pay loader or Squad car.
- E. Discussion on consideration to repeal Sanitary Impact fees. The village currently has two different impact fees it collects – park and sanitary. We just refunded part of sanitary and all of the park impact fees. Village staff cannot locate either of the impact fee use studies. Should we continue to collect both they will need a new study. Graef will estimate the cost of new studies and bring back to the June Committee of the Whole

meeting. It is felt Sanitary has better chance to being funded based on an updated use study. Parks will not be as viable.

4. Personnel and Finance

Public Forum – no public comments.

Approve the minutes of the September 15, 2014 Personnel and Finance Committee meeting. Motion was made by Trustee Heili, seconded by Trustee Strohmeier to approve the minutes. Motion passed 5-0.

- A. Review of Y-T-D Profit and Loss Statement. This statement will be distributed monthly.
- B. Update on progress of 2014 Financial Audit. Field work was just completed.
- C. Update on progress of update on Village Personnel Manual. Several areas are not addressed in our manual that will be incorporated to be in compliance with Federal and State laws. A Labor/Benefits Attorney will review the manual before Board adoption.
- D. Discussion on request by Speakeasy for refund of their 2015 Flood Insurance Premium. The village cannot take action until after the objection period ends July 1, 2015. We will verify from previous minutes how we decided approval in July 2015. Will also look into the refund being a six month pro-rated amount since the property will be declared out of the floodplain as of June 30th.

ADJOURNMENT

Motion was made by Trustee Beimborn to adjourn the Committee of the Whole, seconded by Trustee Huebner at 8:41 P.M. Motion passed 5-0.

Rick J Goeckner MMC
Village Administrator/Clerk