

**MEETING MINUTES OF THE VILLAGE OF NEWBURG
COMMITTEE OF THE WHOLE
June 22, 2017**

The Committee of the Whole meeting of the Village of Newburg Board of Trustees on Thursday, June 22, 2017, was called to order by President Heili at 7:00 P.M. Roll call was taken with all current Board Members present except Trustee Cording and with Trustee De Luka entering at 7:13. Also in attendance: Administrator/Clerk/Treasurer Goeckner, Police Chief Yanke, DPW Superintendent Waech, Attorney Prust, Engineer Komorowski, and Sanitary Superintendent Becker.

PLEDGE OF ALLEGIANCE

MINUTES

A motion was made by Trustee Juech, seconded by Trustee Strohmeyer to approve the minutes of the Committee of the Whole meeting of May 25, 2017. Motion passed 5-0.

PUBLIC FORUM

The public forum was opened at 7:02 P.M. There was no one from the public in attendance to make comment. A motion was made by President Heili, seconded by Trustee Strohmeyer to close the Public Forum at 7:02 P.M. Motion passed 5-0

COMMITTEE REPORTS

1. Sanitary. (Trustee Baumann)
 - a. Discussion on grease in collection system. Goeckner and Becker reviewed with the Committee issues with grease in the system and possible ways to determine its origin. A review of the ordinance governing such will be made. Compliance inspections and letters will be sent.
 - b. Update on Waste Water Treatment Plant permit renewal. Superintendent Becker noted that all the necessary paperwork and testing has been completed. The DNR has the application and it is ready for approval.
2. Law Enforcement. (Trustee Strohmeyer)
 - a. Update on radio system and proposed options to improve system. A letter was sent to several Washington County staff and elected officials requesting attendance at this meeting. The Sheriff was unable to attend. Chief Yanke reviewed the issues and options for resolve and their estimated costs. He put Washington County on notice that should there be a failure they may be liable. The Sheriff will be sent a letter as to his attendance at the next meeting.
 - b. Discussion on security for village owned buildings. Noted was the need for a security system for village hall. Chief Yanke recommends a system. The village will look into such.

- c. Discussion on charging a late fee for liquor/alcohol and operator license applications received after deadline. Goeckner reviewed the issues primarily with operator license renewals. Since applicant can purchase a provisional license should their application be filed late he recommends no late fee. He will develop a timeframe for the completion and return of the application by a deadline and submit to Board as a resolution for approval.
3. Public Works. (Trustee Cording)
 - a. Review and discussion of recent picnic and parade. It was noted that overall the events went very well.
 - b. Discussion on possible closing of Municipal Drive at north entrance to apartments to public traffic and options to control access. It was noted that the illegal dumping has stopped. The possible installation of a gate versus barricades was discussed. At this time no further action or changes will be made.
 - c. Discussion on replacement of street lights with LED lighting. Goeckner and Waech informed the Committee of an added cost over the first 7 years of approximately \$2 per light for the LEDs that was not known. After such time the cost for electricity should drop by approximately 50%. Goeckner, Waech and De Luka will conduct a cost analysis of the installation of LEDs and report back.
 - d. Update, review and discussion on village street crack fill and surface sealing for 2017. Washington County will be crack filling a section of the streets late this summer.
 - e. Discussion on roll of Weed Commissioner and recent weed/grass violation letters sent to property owners. Reviewed was the process in handling of weed and grass complaints and lack of time to handle such by staff. Only one violation letter will be sent and then a citation will be issued followed by contracted mowing should the complaint not be abated within the required timeframe. Staff requested consideration of the appointment of someone who has the time to be Weed Commissioner. It was noted that the current Weed Commissioner can appoint someone else to complete the leg work in processing the complaint.
4. Personnel and Finance. (President Heili)
 - a. Review of monthly Profit and Loss Statement. Goeckner presented such noting that it is still a work in progress.
 - b. Update on 2015 and 2016 financial audits. The 2015 should be completed by the end of the month. It was noted that there will be issues due to the conversion from cash to accrual and modified accrual accounting. The 2016 audit should start shortly thereafter.
5. Other Committee/Commission and Village Official's reports.
 - a. Trustee Camlin – Noted the issue with weeds.
 - b. Trustee Juech – Reported on a possible village-wide movie night in conjunction with Riveredge Nature Center and the ongoing work at the various parks.
 - c. Trustee Bauman – Noted that she is working on updating the Emergency Management procedure manual with the Director.
 - d. Trustee De Luka – Nothing to report.
 - e. Trustee Strohmeyer – Reported that she appreciated no parking on Main Street during the recent parade and the work by the Parks Commission.

- f. Chief Yanke – Informed the Committee of his recent update of the bond schedule; the new pistols are in and they will be going to training next week. He thanked Goeckner for the recent restart of staff meetings.
- g. Sanitary Superintendent Becker – Nothing to report.
- h. DPW Superintendent Waech – Requested consideration by the Board to hire a full time employee for DPW based on the year round work load.
- i. Administrator/Clerk/Treasurer Goeckner – Reported that the proposed state legislation to change the bonding requirements for Public Officials has been sent to the Governor of final approval. Upon signing and the approval of the insurance carrier's underwriting department Goeckner would like the position of Treasurer be given to Accountant Brynwood.
- j. President Heili – Noted that Werner Fabrication is in the process of rebuilding the structure that was destroyed by a fire.
- k. Attorney Prust – Also gave an update on the bonding legislation.
- l. Engineer Komorowski – Nothing to report.

A motion was made by Trustee Juech, second by Trustee De Luka to adjourn the meeting at 9:07 P.M. Motion passed 6-0.

Rick J. Goeckner
Administrator/Clerk/Treasurer