

Meeting Minutes  
Village Board Regular Session  
July 9, 2015

The meeting of the Village of Newburg Board of Trustees for Thursday July 09, 2015 was called to order by Clerk Goeckner at 7:00P.M. Roll call was taken with all present, with the exception of President Sackett and Trustee Beimborn. Also Present: Administrator/Clerk Goeckner, Treasurer Brunner and Sergeant Justin Jilling.

A motion was made by Trustee Wollner, seconded by Trustee Huebner to appoint Trustee Heili to chair tonight's Board meeting. Motion passed 5-0.

MINUTES

A motion was made by Trustee Wollner, seconded by Trustee Strohmeyer to approve the minutes of the regular board meeting of June 11, 2015 and the special board meeting of June 25, 2015. Motion passed 5-0.

PUBLIC FORUM

The public forum was opened at 7:04 P.M. There were no public comments. A motion was made by Trustee Huebner, seconded by Trustee Juech to close public forum at 7:04 P.M. Motion passed 5-0.

BILLS

A motion was made by Trustee Wollner, seconded by Trustee Strohmeyer to pay the bills totaled as follows: expenses \$ 33,848.91 and payroll \$23,513.97. Motion passed 5-0.

CORRESPONDENCE

None.

UNFINISHED BUSINESS

1. Discussion and possible action approving a Certified Survey Map for the Part of the SW ¼ of the SW ¼ of Section 1, Township 11 North, Range 20 East, Town of Trenton, Washington County, Wisconsin (6930 County Highway M, Owners Thomas and Patricia Neumann). This CSM is slightly different than original presented for approval. The Town of Trenton is now allowing one of the out buildings to remain standing as is. This will create a conflict with both the town and village maximum allowable structure size for the current zoning. It will be 75 square feet larger than allowed. The town is in agreement as well as the Village Engineer and Attorney. It is recommended for approval by the Plan Commission. A motion was made by Trustee Strohmeyer, seconded by Trustee Juech to approve the CSM as presented with the stated land use restrictions. Motion passed 5-0.

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2. Discussion and possible action approving a Certified Survey Map for the Part of the W ½ of the SE ¼ of Section 1, Township 11 North, Range 20 East, Town of Trenton, Washington County, Wisconsin (224 Terry Jak Drive, Owner Leona Scheunemann Survivors, Conrad Scheunemann Trustee). The Town of Trenton is again allowing one of the out buildings to remain standing as is. This will create a conflict with both the town and village maximum allowable structure size for the current zoning. It will be 700 square feet larger than allowed. It was noted that should this property ever annex into the village the building size would be in non-conformance. A motion was made by Trustee Wollner, seconded by Trustee Juech to approve the CSM as presented with the stated land use restrictions. Motion passed 5-0.
3. Discussion and possible action approving Walt Grotelueschen as Director of Emergency Management. A motion was made by Trustee Huebner, seconded by Trustee Strohmeier to appoint Walt Grotelueschen as Director of Emergency Management. Motion 5-0.

NEW BUSINESS

1. Request by Jessica Cribb to appeal denial of her Operator's/Bartender License; with discussion and possible action to approve the Operator's License to Jessica Cribb based on her appeal request. It was noted that her request to be added to tonight's agenda was late and based on village policy that alone could disqualify her appeal. Sergeant Jilling read a letter from the Police Chief explaining his reason why he is recommending her denial. Last year the same issue came up however the Board did vote for approval of her appeal. This year the Board is agreeing with staff's recommendation. Trustee Heili agrees with the denial as well as all other Board members. A motion was made by Trustee Huebner, seconded by Trustee Strohmeier to continue the denial to renew Jessica Cribb's Operator's License. Motion passed 5-0.
2. Request by Carrisa Kunda to appeal denial of her Operator's/Bartender License; with discussion and possible action to approve the Operator's License to Carissa Kunda based on her appeal request. Sergeant Jilling read a letter from Chief of Police Buege explaining his reason why he is recommending her denial. Ms Kunda read a letter to plead her case. Trustee Heili and Huebner both recommend continuing with the denial of her license. A motion was made by Trustee Huebner, seconded by Trustee Juech to continue the denial to renew Carissa Kunda's Operator's License. Motion passed 5-0.
3. Discussion and possible action approving a vendor to codify the village's code of ordinances. Reviewed were the proposals from three codification vendors: Municipal Code Corp, American Legal and General Code. All three are qualified, would provide a good product and are closely priced. The review committee is recommending American Legal primarily for the size of their legal review team since that is one of the primary purposes for the recodification. Bids came in at 50% of what was projected and budgeted. Once complete the code will be available to everyone online as well as access to other American Legal's customers code of ordinances for samples to use. It was noted that there are optional

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fees for various services which may be added to the based price of \$7,500. The only item that could cost more (base price) is if the number of printed pages of code exceeds the estimate we provided the vendors. Goeckner also noted that Chapters 17 and 18 of the code need re-written by the Village Plan Commission which will be an additional cost to have inserted at that time. A motion by Trustee Huebner to approve American Legal for the codification of the Village of Newburg Code of Ordinances, seconded by Trustee Wollner. Motion passed 5-0. Goeckner will come with a resolution to formalize the approval.

COMMITTEE REPORTS

1. Trustee Huebner - nothing.
2. Trustee Wollner - nothing.
3. Trustee Strohmeyer - nothing.
4. Trustee Juech - nothing.
5. Administrator/Clerk Goeckner – nothing.
6. Sgt Jilling – nothing.
7. Treasurer Brunner – village has received copy of draft of the audit along with auditor adjustments. Goeckner noted that the Sanitary Fund may be repaying the General Fund approximately \$28,000 for overpayment by the General Fund (under payment by Sanitary) on a bond schedule. Also, the accounting for the General Fund and Sanitary fund will be separated as two separate units.

OPERATOR LICENSES.

The following submitted Operator License applications: Marc B. Frey, Amanda A. Jacoby, Jamie Elizabeth Jamieson, Heather L. Rogge, Andrea L. Schneider, Julia A. Stanczyk, Robert J. Stanczyk, and Dawn M. Steinmetz. All applicants passed the police department's background checks. A motion was made by Trustee Huebner to approve all the Operator/bartender licenses as listed, seconded by Trustee Strohmeyer. Motion passed 5-0.

ADJOURNMENT

A motion was made by Trustee Wollner, seconded by Trustee Huebner to adjourn the Village Board meeting at 8:01 P.M. Motion passed 5-0.

Rick J Goeckner  
Village Administrator/Clerk