

**Meeting Minutes
Committee of the Whole
October 22, 2015**

The meeting of the Committee of the Whole for Thursday, October 22, 2015, was called to order by the Board President Sackett at 7:00 P.M. Roll call was taken with all Board members present except Trustee Huebner. Also Present: Administrator/Clerk Goeckner, Treasurer/Deputy Clerk Brunner, Chief of Police Buege, DPW/WWTP Superintendent Becker, Village Attorney Kiefer, and Engineer Komorowski from Graef.

MINUTES

A motion was made by Trustee Beimborn, seconded by Trustee Juech to approve the minutes of the Committee of the Whole meeting of September 24, 2015. Motion passed 6-0.

COMMITTEE REPORTS

1. Law Enforcement – Trustee Wollner Chair

Public Forum – no comments. A motion was made by President Sackett, seconded by Trustee Beimborn to close the Public Forum. Motion passed 6-0.

- a) September 2015 Law Enforcement Report: reviewed were the total hours worked as well as the type of calls handled.
- b) Discussion and possible recommendation to Village Board for action on proposed changes to Village Code Sec. 5.08 – Required Access to Fire Apparatus. It was noted that the property owner is required to pay for the signage as well as maintenance. Reviewed was the proposed language. A motion was made by Trustee Strohmeyer, seconded by President Sackett, to recommend the Village Board approve the proposed changes. Motion passed 6-0.
- c) Discussion and possible recommendation to Village Board for action on proposed changes to Village Code Sec. 7.07(4) – Vehicles Not to Block Private Drive, Alley, or Fire Lane. (Clerk note: there was an error in this item’s description – 7.07(4) should have been 7.07(5)). Police Chief noted to the Board that the current 2 foot setback as marked is not in compliance with state statute. State statute mandates a 4 foot setback to the entrance to a private road, alley or driveway. Village Attorney Kiefer and Administrator/Clerk Goeckner emphasized the need for compliance to protect the Village against being named in a possible lawsuit should the Village not enforce the 4 feet versus the current 2 feet. A motion was made by Trustee Heili, seconded by Trustee Strohmeyer to make the discussed changes to the ordinance making sure it is in compliance with State Statutes. Motion passed 6-0.

2. Public Works Trustee Heili Chair

Public Forum – no comments. A motion was made by Trustee Wollner, seconded by President Sackett to close the Public Forum. Motion passed 6-0.

- a) Status update on drainage issue in front of Midwest Iconic parking lot. Graef is looking into what needs to be done to not only fix the drainage problem but also fix possible damage to the manhole concrete block on which the inlet lid sits.
- b) Status update on repair to failed sanitary line on Congress Drive. This item was moved from the Sanitary section of the agenda since it was supposed to be listed as ‘storm line’ versus ‘sanitary line’. A Washington County work crew has been working on this along with village staff. It should now be fixed.

Meeting Minutes
Committee of the Whole
October 22, 2015

3. Sanitary – in the absence of Trustee Huebner as Chair, President Sackett served as Chair
Public Forum - no comments. A motion was made by Trustee Heili, seconded by Trustee Juech to close the Public Forum. Motion passed 6-0.
 - a) WWTP Superintendent Becker has come up with a possible solution and will discuss further with representatives from Graef.

4. Personnel and Finance – President Sackett Chair
Public Forum – no comments. A motion was made by Trustee Beimborn, seconded by Trustee Wollner to close the Public Forum. Motion passed 6-0.
 - a) Proposed final 2016 General and Sanitary Fund budgets for review and possible recommendation to the Village Board for approval action. Goeckner review with the Board his proposed final budget highlighting several changes as follows: his previous draft budget contained a mistake not showing a General Fund account of \$113,000 in reserves; the addition of \$50,000 for Project Financing and Development for the possibility of a new manufacturer moving to Newburg (a major portion of this cost should be reimbursable; the subtraction of \$10,000 from the DPW equipment line item since new tires for the pay loader have already been purchased; an addition of \$5,000 for possible parks programming through the YMCA; the purchase of radios and a gate for the DPW without financing. Goeckner also noted the possible need to amend the budget to include the replacement of approximately 70% of the village's street lights with LED fixtures. The projected upfront cost could be as high as \$20,000, however, the payback period should be less than 3 years. With the above noted changes the General Fund budget should reflect a 2016 year-end balance of \$62,900, the first budget with a projected increase in reserves in 5 years. As to the Sanitary budget, Goeckner reminded the Board of the need to update the amount needed annually to fund the WWTP replacement account. The current formula used was set in 1997 and should be reviewed and updated every 5 years at minimum. The Sanitary fund should also be placing aside monies to repair the collection system as it breaks down. Even though there a projected decrease in operating reserves for 2016 and 2017, Goeckner noted he is not concerned since a debt payment of over \$95,000 per year will end in 2017. In 20128 those monies will stay in the operating account. Consideration will need to be made at that time whether to lower the sanitary fee or as just suggested, fund a collection system replacement account. A motion was made by Trustee Heili, seconded by Trustee Strohmeyer to recommend Board approval of the proposed 2016 budget as presented. Motion passed 6-0.
 - b) Review of Profit and Loss Statement. This item was not available for distribution since it has not been completed due to work needed on the budget.
 - c) Review and possible action on 2016 property tax levy. A presented in the budget, Goeckner is recommending the same levy amount a 2015, therefore no increase or change. A motion was made by Trustee Beimborn, seconded by Trustee Juech to recommend Board approval of the proposed 2016 tax levy as presented with no change in the total amount of \$575,121.

Meeting Minutes
Committee of the Whole
October 22, 2015

5. Other Committee/Commission and Village Official's Reports.
- a) Update on park survey in regards to lot-line issues at Doc Weber and Grotelueschen President's Parks. It was noted that the village had a surveyor set additional stakes in those areas with issues.
 - b) Update on public/private property signage at Doc Weber and Grotelueschen President's Parks. Signage will be placed in those areas upon receipt (they are on order) noting public and private property.
 - c) Update on Easement with Midwest Iconic including possible parking restrictions. Graef is working on this item and will be completed in near future.
 - d) Update on dam removal invoice from Ozaukee County. County is refusing to pay the Newburg Fire Department for the dry-hydrant repair. The Village is refusing to pay Ozaukee County for their recent invoice received three years after the work was completed.

Trustee Heili updated the Board on the grading work to Steepleview by Washington County work crews. Village Treasurer/Deputy Clerk Brunner requested RSVPs from Village Officials in regards to the upcoming Mid-Moraine Municipal Association dinner meeting in Newburg.

Village Administrator/Clerk Goeckner informed the Board that new election equipment has been purchased by both counties and will be available for use at the February 2016 election. He also gave an update at to the village providing snow removal for the Fire Department based on the opinions for the village's insurance provider and Village Attorney. The renewal contract as presented by the fire department is acceptable provided the only area plowed is in front of the truck bays and access to the hydrants. As stated by the attorney, this removal is not to include their parking area.

President Sackett reminded everyone that this is his last Board meeting. He noted his appreciation and thanked those he has served and worked with over his 20 plus years with the village board. President Sackett was given a standing ovation by the Board and those in attendance.

ADJOURNMENT

A motion was made by Trustee Heili, seconded by Trustee Wollner to adjourn the Committee of the Whole meeting at 8:10 P.M. Motion passed 6-0.

Rick Goeckner, Village Administrator/Clerk