

Minutes
Village of Newburg Regular Board Meeting
January 14, 2016

The meeting of the Village of Newburg Board of Trustees for Thursday, January 14, 2016, was called to order by President Heili at 7:00 P.M. Roll call was taken of the Village Board with all present except Trustee Juech. Also present: Administrator/Clerk Goeckner, Treasurer/Deputy Clerk Brunner and Police Chief Buege.

PLEDGE OF ALLEGIANCE

MINUTES

A motion was made by Trustee Beimborn, seconded by Trustee Wollner, to approve the minutes of the regular board meeting of December 10, 2015 and the special board meeting of August 27, 2015. Motion passed 6-0.

PUBLIC FORUM

President Heili opened the Public Forum. Bill Sackett, 336 Hwy MY, thanked Lynda Huebner for her years of service and commitment to the Village as Trustee. A motion was made by Trustee Beimborn, seconded by Trustee Strohmeyer, to close the public forum at 7:03 P.M. Motion passed 6-0.

BILLS

Treasurer Brunner presented the bills for approval as follows: Expense total \$698,613.10 of which \$49,078.27 is Sanitary, and payroll of \$17,141.78 for General Fund and \$2,219.21 for Sanitary. It was noted that this amount is unusually large due to the distribution of taxes collected for the other taxing agencies. A motion was made by trustee Wollner, seconded by Trustee Beimborn to pay the bills as submitted. Motion passed 6-0.

CORRESPONDENCE

Goeckner noted receipt of a letter from the Lions and Lioness Club announcing the 2nd Annual Tidily Winks Tournament on January 31, inviting everyone to participate. He also received a copy of the Comprehensive Economic Development Strategy for Southeastern Wisconsin 2015 – 2020 plan available for the Board and general public review. Announced was the Mid-Moraine Municipal Association dinner meeting in Thiensville January 27th.

UNFINISHED BUSINESS

1. Discussion and possible action approving the procedures to replace the retiring Police Chief. Chief Buege noted that he has received a couple of inquiries from individuals showing interest in the position. He asked each of our officers on staff and none of them have any interest. The Chief will advertise the position with professional police organizations and two local

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newspapers. He presented the Board with a copy of the Police Chief job description asking for the review and input noting that the position is primarily administrative but does require some patrol work. President Heili recommends the interview be handled by the Chief and Village Administrator/Clerk. It was also noted that Sergeant Jilling would step in and cover the position if a new Chief is not hired prior to Buege's retirement. Buege also asked for input from the Board as to the number of hours expected and wanted worked (which currently averages 20 hours per week), and the rate of pay. There were no Board comments to make any changes. The Chief offered his services after his retirement should it be needed with pay. At this time no new patrol officers are needed to be added to the department.

2. Discussion and possible action awarding the installation of a sliding gate and electric operator at the Village of Newburg maintenance building to Munson Fence. President Heili solicited proposals in early 2015 for this work. Now that it has been budgeted he would like approval to proceed in awarding the work to Munson Fence for \$8,891. This amount is slightly higher than their original quote due to cost increases. This recommended work is to provide additional and better security for the maintenance building and more so the waste water treatment plant when the gate is not locked or left open. A motion was made by Trustee Huebner, seconded by Trustee Strohmeyer to accept the proposal from Munson Fence at \$8,891. Motion passed 6-0.
3. Discussion and possible action awarding the installation of the necessary wiring to operate the sliding gate at the Village of Newburg maintenance building to H & H Electric. Again, quotes were solicited in early 2015 for this work. H & H Electric submitted a quote in May 2015 for \$950 which they will honor this year. A motion was made by Trustee Strohmeyer, seconded by Trustee Huebner to approve the quote from H & H Electric. Motion passed 6-0.

NEW BUSINESS

1. Receive and file the bids for the new 2016 Police Vehicle. The following bids were received: Ewald Ford, Hartford \$28,090.00, Lochen's Ford, Newburg \$28,457.74, and Schmit Brothers Ford, Saukville \$29,151.74. It was noted that these bids are for the base vehicle only and does not include all the needed police equipment to be added on. A motion was made by Trustee Beimborn, seconded by Trustee Huebner to receive and file the bids as submitted. Motion passed 6-0.
2. Discussion and possible action awarding the bid to purchase a new 2016 Ford Utility Police Interceptor to Lochens Ford. The Chief is recommending the bid from Lochens even though it is \$360 higher due to the probable cost savings over the years for maintenance when the vehicle needs service and the time and distance traveled to and from the dealership. It would take the time of two officers to transport and pickup from Hartford while Lochens is one block from Village Hall. Plus, Lochens is a local business. A motion was made by Trustee Huebner, seconded by Trustee Wollner to accept the bid from Lochens Ford. Motion passed 6-0.
3. Discussion and possible action on approval of the Village of Newburg's 2016 insurance renewal quotes as submitted by RS Semler and Associates. Semlers went out for quotes this year from various insurance companies for coverages for competitive quotes. Recommended are West Bend Mutual Insurance for workers compensation and employers liability policy coverage at a premium of \$5,191 and Continental Western Insurance for property, inland

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marine, general liability, automobile and umbrella policy coverage at a premium totaling \$13,046. These are very small increases from the previous year. A motion was made by Trustee Beimborn, seconded by Trustee Huebner to approve the recommendations as submitted. Motion passed 6-0.

4. Discussion and consideration to open Village Hall additional hours during the month of December for real estate tax collection including Saturdays (resident request). Goeckner was asked by a resident to keep open Village Hall additional hours which could include evenings but more specific Saturdays for tax collection during the later part of December each year. It was noted that there was only one request for this extension. A survey was conducted of Clerks throughout Wisconsin as to how many have extended tax collection hours and the results showed 48 'do not' and 3 'do', of which 2 are small towns with a part-time Treasurer. It was noted that 8 of the 'do not' municipalities had tried extended and had either no payments or too small a number of payments made to justify the hours therefore it was discontinued. The Board responded that they have no intent for additional tax collection hours emphasizing the use of the building's night-drop box.

COMMITTEE REPORTS

1. Trustee Camlin – noted the receipt of complaints in regards to the Christmas decorations, specifically the lights out on several plus no decorations on the bridge poles; brush collection will be chip-in-place (chipper and truck on site at pickup); receipt of several complaints on snow removal primarily in the downtown area and the follow-up time to remove plowed snow from area; and request for DPW Superintendent job description which is to be in to Village Administrator/Clerk by the 15th of January.
2. Trustee Beimborn. Nothing.
4. Trustee Strohmeyer. Nothing.
5. Trustee Wollner - Nothing.
6. Trustee Huebner – Nothing.
7. Police Chief Buege asked for Board consideration to give him the authority to expend the monies needed to outfit the new police vehicle of which several items exceed the \$2,500 authority given to the Village Administrator/Clerk. If not the delivery of the vehicle could be delayed by several months waiting for Board approval. The full cost has been budgeted and approved. There were no Board objections and will come back at the February meeting for Board approval.
8. Treasurer/Deputy Clerk Brunner reviewed the status of the collection of special assessments for curb/gutters, driveway aprons and sidewalks in the Village. 2015 was the last year for several while 2016 is the last of the balance to be collected. Also reviewed were the outstanding delinquent sewer bills and how the collection process works in relation to the real estate tax bills. She is requesting the village ordinance be updated stating November 1 as the date to transfer delinquent bills on to the tax rolls. Brunner noted complaints received in regards to the past due amounts owed on sanitary bills and how the delinquent fees are calculated. She has given late payers a break by not compounding the fees as set in our ordinance not knowing such. However,

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in the future she will set the fees as required. She would also like the sanitary fee rate charged be removed from the ordinance and placed in a fee schedule.

9. Administrator/Clerk Goeckner – noted the receipt of a complaint lodged against the Village in regards to the recent installation of a street light at the intersection of Shady lane and Pheasant. A resident at that corner did not want the light installed and had spoken against it at a meeting in early 2015. The resident was informed that another area resident did ask to have the light installed for the school children getting on the early morning bus. The Village Board decided it was a safety issue and approved such. The objecting resident was informed that she could come to a meeting to voice her complaint. The Police Chief did receive a hardy thank you the first morning the light was installed by someone with their child at the bus stop at that corner.
10. President Heili – informed the Board that the police department would be enforcing the removal of snow from sidewalks as well as overnight parking; that the DPW employees would be removing the snow pile at the intersection of Municipal Drive, Main Street and County Road Y; about his recent conversation to the resident complaining about the recently installed street light with emphasis of the safety of the school children; and his upcoming meeting with Village Hall staff to see what improvements can be made to make their work easier.

LICENSE APPLICATION

None.

ADJOURNMENT

A motion was made by Trustee Wollner, seconded by Trustee Huebner to adjourn the Village Board Meeting at 7:57 P.M. Motion passed 6-0.

Rick J Goeckner, MMC
Village Administrator/Clerk