

Meeting Minutes  
Village of Newburg Board of Trustees  
December 8, 2016, 7:00 P.M., Village Hall

Call of the regular meeting of the Village of Newburg Board of Trustees to order. All Board members were present. Also in attendance Administrator/Clerk Goeckner, Accountant/Deputy Clerk Brynwood, Building Inspector Grotelueschen, and Police Chief Yanke.

PLEDGE OF ALLEGIANCE

MINUTES

Approval of the minutes of the regular Village Board Meeting of November 10, 2016 and special Village Board Meeting of November 17, 2016. A motion was made by Trustee Strohmeyer, second by Trustee Juech to approve the minutes as presented. Motion passed 7-0.

PUBLIC FORUM

The Public Hearing was opened at 7:02 P.M. There were no public comments made. A motion was made by Trustee Wollner, seconded by Trustee Strohmeyer to close the public forum at 7:02 P.M. Motion carried 7-0.

BILLS

Questioned was the purchase of several pairs of gloves by DPW. A motion was made by Trustee Cording, seconded by Trustee Strohmeyer to pay the bills totaled as follows: General Fund expenses/payroll \$46,534.02 and Sanitary expenses/payroll \$13,686.29. Motion passed 7-0.

CORRESPONDENCE

Nothing.

UNFINISHED BUSINESS

1. Discussion and possible action on changing house numbers in the Village of Newburg. Presented was a list of various house numbers that need review besides those previously discussed on Main Street. The next step will have the Post Office verify those addresses on Main Street/County Highway MY that are duplicated in West Bend. Then the village will proceed to realign the numbers west of the bridge to correct the current numbering sequence problem.

NEW BUSINESS

1. Discussion and possible action reassigning duties of the Village Zoning Administrator. President asked the Board for consideration to replace the current Zoning Administrator with possibly the Village Planner from Graef as a cost saving measure. After considerable discussion and show of support for the current Zoning Administrator the Board decided to take no action.
2. Discussion and possible action in regards to authorization to proceed with the earmarked 2017 budgeted expenditures without further Board approval. This same process was approved in 2015. It will allow those items specifically budgeted for to proceed without additional Board approval. A motion was made by President Heili, seconded by Trustee Cording to authorize village staff to proceed with earmarked 2017 budgeted expenditures without further Board approval. Motion passed 7 – 0.
3. Discussion and possible action setting the dates for brush pickup as either the 4<sup>th</sup> Saturday of the month or the last Saturday of the month May through October. A motion was made by Trustee Strohmeyer, seconded by Trustee Juech to designate the last Saturday of the month as the brush pick up date. Motion passed 7 – 0.
4. Discussion and possible action approving Resolution No. 13-2016, a Resolution Approving a Proposal for Legal Services with O’Meara Law Firm, LLC. Introduced was Ian Pruit who would be the village’s lead attorney from O’Meara. O’Meara would replace Gerry Keifer who recently retired as village attorney. The legal services would be for general municipal operations and alternate counsel for any matters in which

Houseman & Fiend has a conflict. A motion was made by Trustee Cording, seconded by Trustee Strohmeyer to approve Resolution No. 13-2016. Motion passed 7 – 0.

5. Discussion and possible action approving resolution No. 14-2016, a Resolution Amending Resolution No. 10-2016 Establishing the Pay Scale for Employee Classifications. It was noted that other than the police department wages and the building custodian, the cost of living increase for all other positions is 2%. The police officers wages increase is considerably higher and based on a survey of area agency's wages. The custodian increase is 3.1% since he is able to clean the police department office which was not previously done due to confidentiality reasons. The Zoning Administrator position and pay will be inserted back into the resolution with a 2% increase. A motion was made by Trustee Cording, seconded by Trustee Wollner to approve Resolution No. 14-2016. Motion passed 7 – 0.
6. Approval of the 2017 Village Board, Committee and Commission date schedule. A motion was made by Trustee Cording, seconded by Trustee Juech to approve the 2017 as presented. Motion passed 7 – 0.

#### COMMITTEE REPORTS

Trustee Camlin – Noted that the letter to property owners noting a change in their sanitary bill has been drafted and is ready to send out.

Trustee Juech – The holiday lights are up and more are to be ordered.

Trustee Cording – Questioned whether the holiday banners are up. He noted a safety violation the DPW employees using the pay loaders bucket as a platform to install Christmas lights versus a lift bucket. The Superintendent has previously been told not to do such both verbally and in writing. Also noted is the occasional lack of wearing safety vests at all times while outside the maintenance building working. A written warning will be issued to the DPW Superintendent for the use of the pay loader bucket issue.

Trustee Baumann – Nothing.

Trustee Wollner – Nothing.

Trustee Strohmeyer – Nothing.

Accountant/Deputy Clerk Brynwood – She has completed balancing 12 out the village's 18 accounts.

Police Chief Yanke – Reviewed with the Board the ongoing issue of the lack of radio coverage in Newburg. The estimated cost to replace the police radios is \$20,000. The Chief has major concern as to the safety of his officers. Neither County has any plans to pay for, or even help pay for, replacement radios for Newburg yet there are paying for other agencies. The Chief and Goeckner will be meeting with the Ozaukee County Administrator on this matter.

Building Inspector Grotelueschen – Noted that the new beauty salon has been roughed in. He also has no way to communicate with the 2 Counties with the current radio system in an emergency. Two new radios need purchased for Emergency Management.

Administrator/Clerk Goeckner – Informed the public that election packets for Board President and Trustee positions are available, the receipt page is to be returned. Those incumbents not running need to return the non-candidacy form by 5:00 P.M. December 23<sup>rd</sup>. The Presidential Election went very well other than possible ADA compliance issues with parking and building entrance accommodations. The news media has contacted the village in regards to a discrepancy in the ballot count for Trump. This issue was a mistake on the part of Ozaukee County's canvass and has since been corrected by Ozaukee County with the State. The Village, along with all other municipalities in Wisconsin have received 2 Freedom of Information Act request in regards to the recent election. One of these could take days to comply with due to the extensive research needed.

Goeckner noted that the recount went well in both counties. Real estate tax bills are going out this Friday. The new trash collection calendar is now available. The sanitary letter noting changes in REUs for several properties are going out with the bills in 2 weeks. Goeckner is working on the ordinance changes for overnight winter parking. Requested permission to cancel the December 22 Committee of the Whole meeting. The Board agrees to cancel such due to the Christmas holiday.

President Heili – Thanked Deputy Clerk Brynwood for all her work at Village Hall while he and Goeckner were out for the election recount. Noted that the Hickory Drive and Pheasant Lane ditch and culvert work is complete.

#### LICENSE APPLICATIONS

Approve bartender operator's licenses: Diane J. Dobson and Sarah Fetzer. Both applicants passed the background check by the police department and are recommended for approval. A motion was made by Trustee Baumann, seconded by Trustee Wollner to approve the operator licenses for both applicants. Motion carried 7-0.

#### ADJOURNMENT

A motion was made by Trustee Wollner, second by Trustee Juech to adjourn the Village Board Meeting. Motion passed 7-0.

Rick Goeckner  
Administrator/Clerk