

**MEETING MINUTES OF THE VILLAGE OF NEWBURG
COMMITTEE OF THE WHOLE
May 25, 2017**

The Committee of the Whole meeting of the Village of Newburg Board of Trustees on Thursday, May 25 2017, was called to order by President Heili at 7:01 P.M. Roll call was taken with all Board Members. Also in attendance: Accountant/Deputy Clerk Brynwood, Police Chief Yanke, Engineer Komorowski, DPW Superintendent Waech, Sanitary Superintendent Becker. Building Inspector Groteleuschen and Attorney Prust.

PLEDGE OF ALLEGIANCE

PUBLIC FORUM

The public forum was opened at 7:02. Trustee Cording made a motion to close the public forum at 7:02 P.M. seconded by Trustee Camlin. Motion carried 7-0.

MINUTES

A motion was made by Trustee Cording, seconded by Trustee Juech to approve the minutes of the Committee of the Whole meeting of April 27, 2017. Motion passed 7-0.

COMMITTEE REPORTS

1. Sanitary. (Trustee Baumann)
 - a. Review of Sanitary sewer rate changes (REU's) village wide. Trustee Baumann made proposed changes to 51.01 Sewerage System User Rates. Noted user classification item 7 was changed. Attorney Prust amended verbiage to state: For each manufacturing establishment, a monthly sewer charge of one REU for each 5 full time equivalent employees plus additional REU's based upon estimated water usage for manufacturing operations. President Heili noted he likes the wording in item 6, adding "classified by the County Health Department operational license guidelines for the business portion of the sewer usage." Trustee Cording moved to accept with proposed changes and send to the Board for final approval, seconded by Trustee DeLuka. Motion carried 7-0.
 - b. Update on Waste Water Treatment Plant permit renewal and inspection. Engineer Komorowski explained they were 99% completed with the samples that the DNR had requested of them. However he noted there were some samples requested that normally they never have asked for. Sanitary Superintendent Becker stated the information for the permit was transmitted to the DNR. Per the DNR upon receipt of the samples the permit should be amended and approved. Engineer Komorowski also noted that the DNR is starting a "9 Year trail plan" on how the Village can reduce the phosphorous levels.
2. Law Enforcement (Trustee Strohmeyer)
 - a. Chief Yanke presented the Board with a new quarterly report which included "officer activity" as well as the "calls for service" and the Mid Moraine revenue report. Chief Yanke noted that he would like Administrator Goeckner to address this 5% fee of the revenue that the Village is assessed by Mid-Moraine. He noted we have been assessed \$3,382.91 of which \$1601.00 has already been paid leaving a balance of \$1,781.91. He feels this will be used up by the end of the year. He would like to continue using this quarterly reporting going forward.

- b. Update on Radio system. Chief noted he would like to send a letter to invite Washington County Administration to the next Village Board meeting.
 - c. Newburg Fire Department Liquor License renewal has been granted. Attorney Prust noted the Liquor License is for the grandstand and ball fields. For the Bingo dates they will get a Picnic License. Chief Yanke also noted that he has received 60 renewals last year and this year he has only 30. Trustee Baumann noted she would like to speak with Chief Yanke on why she feels there is a decrease.
3. Public Works (Trustee Cording)
- a. DPW Superintendent Waech noted thirteen items.
 - 1. Tires have been disposed of illegally and the Village is being charged \$4 per tire to dispose of.
 - 2. The recycling of the oil is being monitored closely, but if going forward the oil tests positive for PCB's, there will be a significant increase in the bill.
 - 3. The mowing around the Village is going well.
 - 4. They are working on the tennis courts and raising the path at Doc.Weber Park.
 - 5. Trustee Cording and DPW Superintendent Waech went to Spring Rd and Steeple View and have done some work in the ditch. Trustee Cording noted that there are issues with resident with sump-pump run-off and gutters not completely down to ground.
 - 6. Garbage is being dropped off at gate at DPW, this is an issue.
 - 7. Changing the Main street signs and working with Chief Yanke with stop signs, with which need changing first.
 - 8. The electronic recycling went very well - had 18 televisions dropped off. Village residents were very pleased.
 - 9. The holiday lights are all in and housed at the garage.
 - 10. He is working on snow plow premium pay for employees.
 - 11. Looking for snow equipment for the up-coming snow season.
 - 12. This upcoming Saturday is the village wide brush pick up day.
 - 13. Working on upcoming parade.

Chief Yanke suggested the board look into closing Municipal road off after the apartments with a barricade or gate with an arm with a remote control. He suggests this to be brought to the next Village Board meeting.
 - b. Engineer Komorowski noted they rejected the bid for pavement management system. He has asked Washington County for an estimate and will re-evaluate pavement management plan.
4. Personnel and Finance
- a. Accountant Brynwood asked if anyone had any questions on the profit and loss statements. Trustee DeLuka questioned on page 2 of General Fund GL account 5822102-DPW Interest Exp. F-7500, what was it for and also what is the interest rate. Accountant Brynwood noted the name is incorrect that it should be F-550 and the interest rate is 3.5% with payment made once a year. Brynwood noted she will make the change.
5. Other Committee/Commission and Village Official's reports.
- a. Trustee Camlin – nothing to report.
 - b. Trustee Juech – Spoke with Superintendent Waech about grating at Doc Weber Park, tennis courts, the layout of Groteluechen Park with shelter and porta-potties, also the possibility of help from the Eagle Scouts with the disc golf. Working with Riveredge on activities and possible movie night at Doc Weber Park.
 - c. Trustee Cording – nothing to report.
 - d. Trustee Strohmeyer – nothing to report.
 - e. Trustee DeLuka – nothing to report

- f. Trustee Baumann - Asked Building Inspector Walt Groteluechen when was the Emergency Management System procedures last updated? He noted it needs to be updated and they will have a meeting.
- g. Building Inspector Grotelueschen - Noted the Payne's hair care business is up and running and wanted to inform Accountant Brynwood for the sanitary charges. He is working on the poly-structures on Hwy 33. President Heili noted there is another property he wants to have checked. He also noted that Tri-Par is cutting the cat-tails down and those should not be as they are a filter for the sanitary.
- h. Chief Yanke - Noted the red truck at DPW has been sold for \$650.00. He is also working with the Bureau of Transportation Safety that he feels the village will have a good chance for the second draw in late fall. The award would be for \$4,000. With the sale of the truck and this grant he would like to purchase a solarized speed panel.
- i. Sanitary Superintendent Becker - nothing to report
- j. Attorney Prust - nothing to report
- k. DPW Superintendent Waech - nothing to report
- l. Engineer Komorowski – nothing to report.
- m. President Heili – Thanked DPW and noted how well the village is looking.
- n. Accountant/Deputy Clerk - nothing to report

A motion was made by Trustee Strohmeyer, second by Trustee Juech to adjourn the meeting at 8:04 P.M. Motion passed 7- 0.

Chrissie Brynwood-Accountant/Deputy Clerk