

**MEETING MINUTES OF THE VILLAGE OF NEWBURG
COMMITTEE OF THE WHOLE
August 24, 2017**

The Committee of the Whole meeting of the Village of Newburg Board of Trustees on Thursday, August 24, 2017, was called to order by President Heili at 7:14 P.M. Roll call was taken with all current Board Members present except Trustee Cording. Also in attendance: Accountant/Deputy Clerk Brynwood, Attorney Prust, Building Inspector Grotelueschen and Sanitary Superintendent Becker.

PLEDGE OF ALLEGIANCE

MINUTES

A motion was made by Trustee Juech, seconded by Trustee Strohmeyer to approve the minutes of the Committee of the Whole meeting of July 27, 2017. Motion passed 6-0.

PUBLIC FORUM

The public forum was opened at 7:16 P.M. Kristin Casper of 321 Connie Dr. stated that they have made an offer on the 526 Franklin Dr. property, also known as the Nifty Fifties. This offer is contingent upon their ability to obtain a liquor license. Ms. Casper was told that another party was interested in the liquor license once it was available. President Heili informed her that other party interested in the liquor license has rescinded their desire. Attorney Prust noted that recent changes were made to liquor licensing stating that an establishment must be open for one hundred hours every ninety days. A motion was made by Trustee Strohmeyer, seconded by Trustee DeLuka to close the Public Forum at 7:16 P.M. Motion passed 6-0.

COMMITTEE REPORTS

1. Public Works. (Trustee Cording)
President Heili stated brush pickup is the upcoming Saturday and that the parks are looking nice, and the Ball field at Doc Weber looks very good.
2. Law Enforcement. (Trustee Strohmeyer)
President Heili noted that the Board acknowledges the Casper's intentions for the Liquor License once it becomes relinquished by current holder. Trustee Strohmeyer discussed the Law Enforcement Quarterly Report. She noted that the calls for service increased 115%. She also noted that citations processed are up 39%. President Heili noted that there will be a court date in December and that any complaints need to be put in writing.
3. Sanitary. (Trustee Baumann)
 - a. Trustee Baumann questioned the Profit and Loss Statement in regards to income; Trustee Juech mentioned that this topic will be addressed in the next section. Trustee Camlin also noted that we are in the middle of the third quarter billing. Trustee Camlin questioned the finding of the grease, Superintendent Becker said the blocks were placed the second Saturday of this month and it will take a few weeks to locate the source.
4. Personnel and Finance. (President Heili)

- a. Accountant Brynwood asked Trustee Baumann to repeat her question that she had in regards to the income. Trustee Baumann stated the income seemed low for this time. Brynwood explained that the billing in the middle of the quarter and that invoices will go out by September 15th for the third quarter.
 - b. Distributed proposed 2018 employee pay scale resolution. President Heili asked if there were questions. Trustee DeLuka asked what kind of impact this has on the budget. Trustee Camlin stated this is just the proposed in order to create the budget. Trustee Baumann questioned what this is based on. Trustee Juech stated this was based on information from other similar sized municipalities. President Heili made a motion to send to the Board meeting for further discussion, seconded by Trustee Strohmeier Motion passed (6-0).
 - c. Discussion of new financial software proposal resolution. President Heili mentioned that going with this new software will reduce auditors work because we are adopting the Wisconsin State's General Ledger account numbers. Trustee Strohmeier questioned if the auditors agreed with this and Accountant Brynwood stated yes they were pleased with going to Workhorse. Trustee Juech made a motion to send this to the Board for approval, seconded by DeLuka. Motion passed (6-0).
 - d. Discussion of possible Village of Newburg Board Member pay increase. Trustee Baumann stated she would rather have DPW employees get a raise instead of the Board. Trustee Juech made a motion to have this topic placed in the minutes, seconded by Trustee Strohmeier. Motion passed 6 - 0.
5. Other Committee/Commission and Village Official's reports.
- a. Trustee Camlin – Nothing to report.
 - b. Trustee Juech – Noted still working with Superintendent Waech on various projects.
 - c. Trustee Baumann – Noted there were 275 cars entered in the Car Show and was a huge success. She also noted that DPW did a great job making the Village look great for this event.
 - d. Trustee DeLuka – Nothing to report.
 - e. Trustee Strohmeier – Nothing to report.
 - f. Building Inspector Grotelueschen – Has been busy with state inspectors in Newburg for Werner rebuilding and with St. John's remodeling their gym and installing new air conditioners. Has had a lot of zoning questions he was dealing with. President Heili questioned when are they having an Emergency management meeting? Building Inspector Grotelueschen stated they need to set up a time with Police Chief. Trustee Bauman has been set up with the pager and is now able to operate the emergency siren. He respectfully requests that his report be moved to the beginning of the meeting in the future.
 - g. Sanitary Superintendent Becker – Noted that the sanitary permit is in the publishing phase and the Village should receive permit by September 30.
 - h. Attorney Prust- Nothing to report.
 - i. Accountant/Deputy Clerk Brynwood- Noted she attended the 1st Annual Riveredge Community Rivers event and photographer was there and shared pictures for the Bridges newsletter. She noted that the Village received an award for their participation in

- which Administrator/Clerk Goeckner accepted. She also noted that it would have been nice to see some board members there.
- j. President Heili – Read a letter that explained Administrator/Clerk Goeckner is the person in charge of Security and the only person able to have keys made. Police Chief Yanke is the designee in Administrator Goeckners absence. He also read the Oath of Office and explained that the whole board has taken and if something is wrong, in needs to be reported in writing.
 - k. Building Inspector Grotelueschen – Also commented on the board to review the pay increase for themselves because it has been a while since there was a one.

A motion was made by Trustee Juech, second by Trustee Cording, to adjourn the meeting at 7:55 P.M. Motion passed 6 - 0.

Chrissie Brynwood
Accountant/Deputy/Clerk