

**MEETING MINUTES OF THE VILLAGE OF NEWBURG
COMMITTEE OF THE WHOLE
September 28, 2017**

The Committee of the Whole meeting of the Village of Newburg Board of Trustees on Thursday, September 28, 2017, was called to order by President Heili at 7:00 P.M. Roll call was taken with all current Board Members present except Trustees Strohmeier and Baumann. Also in attendance: Administrator/Clerk Goeckner, Treasurer/Deputy Clerk Brynwood, Attorney Prust, Building Inspector Grotelueschen, Engineer Komorowski and DPW Superintendent Waech.

PLEDGE OF ALLEGIANCE

MINUTES

A motion was made by Trustee Juech, seconded by Trustee De Luka to approve the minutes of the Committee of the Whole meeting of August 24, 2017. Motion passed 5 - 0.

PUBLIC FORUM

The public forum was opened at 7:02 P.M. There were no public comments. A motion was made by Trustee Juech, seconded by Trustee Cording to close Public Forum at 7:02 P.M. Motion passed 5 - 0.

COMMITTEE REPORTS

1. Public Works. (Trustee Cording)

Discussion on Main Street reconstruction. Village Engineer Komorowski reviewed the status and initial cost estimates for the reconstruction of the urban and rural areas of Main St. Also noted were the benefits and differences of asphalt versus concrete pavement and the need to decide if bike lanes will be included. He and Goeckner updated the Board on the previous days LRIP meeting informing the Board that the Village will not be applying for those funds for 2019/2020 since the Village does not yet have jurisdictional control over Main Street. That transfer will need to come from the County. Also noted was an issue with getting an estimate from AT&T at a cost. Goeckner will set an upper limit for such at \$5,000. It is estimated that the earliest construction could start on Main St would be 2020.

2. Law Enforcement. (Trustee Strohmeier)

Discussion on abatement/control of weeds in village. Goeckner noted that he, Police Chief Yanke and Attorney Prust are reviewing various properties in the Village for compliance to Village Code. Prust informed the Board that the current code is questionable as to requiring property owners to maintain the right of ways. Prust was directed to amend the code requiring the property owners to maintain such.

3. Sanitary. (Trustee Baumann)

Discussion on hiring waste water treatment plant personnel. Goeckner and President Heili recently met with plant operator Groleau in regards to the staffing needs at the plant. They feel Mr. Groleau is qualified to be Sanitary Superintendent and would like to pursue the hiring of him for that position. Goeckner is working with Groleau in hiring a

backup operator for him. Goeckner also appointed Groleau as Operator-in-Charge for the plant for the DNR records (note: he is currently not certified in D: disinfection) required by the DNR however he will be taking the needed course in November). There were no Committee objections.

4. Personnel and Finance. (President Heili)
 - a. Review of monthly Profit and Loss Statement. Goeckner noted that the budgeted amount for special assessments was not correct.
 - b. Update on status of 2018 budget. Goeckner noted that he had planned on making the initial draft of the budget available tonight but due to the recent issue in the Sanitary department and continued interruptions at Village Hall he was unable to complete. It will be presented at the Board meeting in 2 weeks.
 - c. Update on 2016 audit. The auditors were in this past week completing their field work. They are pleased to see the Village is purchasing new account and utility billing software. The audit will hopefully be completed by the end of November.
 - d. Discussion on replacement of Village Hall copier. Staff received quotes from 2 different vendors and is recommending a Sharp color copier from Office Copying Equipment. The color copier will have a monthly rental cost less than the current black and white copier. There were no Board objections.
5. Other Committee/Commission and Village Official's reports.
 - a. Trustee De Luka – Nothing to report.
 - b. Trustee Camlin – Nothing to report.
 - c. Trustee Juech – Nothing to report.
 - d. Trustee Cording – Noted a very good article in the local newspaper by Attorney Prust.
 - e. Attorney Prust – Nothing to report.
 - f. Building Inspector Grotelueschen – Nothing to report.
 - g. DPW Superintendent Waech – Gave a brief update on the completion of the roof at Village Hall, the gutters at the maintenance building, working with WE Energies on tree removal, Doc Weber park parking resurface and electrical, street painting and staff training.
 - h. Treasurer/Deputy Clerk Brynwood - Nothing to report.
 - i. Administrator/Clerk Goeckner – Noted a request by a vendor to purchase an old unused siren at the corner of Salisbury and Division. A breach in the new security system recently installed. He directed everyone to not share their passcodes nor request the passcodes from other employees. He also noted that he is working with the Village Attorney to do a complete rewrite of the village's personnel policy. There are no major changes, primarily the addition of section per the auditors and for federal law compliance.
 - j. Engineer Komorowski – Nothing to report.
 - k. President Heili – Thank DPW for the removal of the tree at Holy Trinity.

A motion was made by Trustee Juech, second by Trustee Cording, to adjourn the meeting at 8:12 P.M. Motion passed 5 - 0.

Rick J Goeckner
Administrator/Clerk