

MEETING MINUTES
Village of Newburg Board of Trustees
April 12, 2018, 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 except Trustee Camlin. Also in attendance Administrator/Clerk Goeckner, Treasurer/Deputy Clerk Brynwood, Police Chief Yanke and DPW Superintendent Waech.

PLEDGE OF ALLEGIANCE

MINUTES

Approval of the minutes of the regular Village Board Meeting of March 8, 2018. A motion was made by Trustee Sackett, second by Trustee Cording, to approve the minutes pending any additions or corrections. Motion passed 6 - 0.

PUBLIC FORUM

The Public Forum opened at 7:02 P.M. Fire Chief Chesak thanked outgoing Trustee Sackett for his service to the Village. A motion was made by Trustee Cording, seconded by Trustee Juech, to close the public forum at 7:03 P.M. Motion passed 6 - 0.

BILLS

The bills were presented as follows: General Fund payroll \$19,758.22, and accounts payable \$16,533.27; Sanitary payroll \$1,757.73 and accounts payable \$12,581.19. A motion was made by Trustee Juech, seconded by Trustee Strohmeier, to pay all bills. Motion passed 6 – 0.

CORRESPONDENCE

None.

UNFINISHED BUSINESS

1. Discussion and possible action approving Resolution No. 11-2018, a Resolution Accepting a Credit/Debit Card Service Proposal from GovPayNet. A motion was made by Trustee De Luka, seconded by Trustee Juech, to approve Resolution No. 11-2018. Motion passed 6 – 0.
2. Discussion and possible action approving Resolution No. 12-2018, a Resolution Adopting the Washington County All Hazard Mitigation Plan. A motion was made by Trustee Cording, seconded by Trustee Strohmeier, to approve Resolution No. 12-2018. Motion passed 6 – 0.
3. Discussion and possible action approving Resolution No. 13-2018, a Resolution Amending Resolution No. 07-2018 Establishing the Pay Scale for Employee Classifications (snow removal rate). A motion was made by Trustee Strohmeier, seconded by Trustee De Luke, to approve Resolution No. 13-2018. Motion passed 6 – 0.
4. Receive and File 2016 Financial Audit and Communications Records (previous distribution). A motion was made by Trustee Sackett, seconded by Trustee Cording, to receive and file the 2016 Financial Audit and Communications Records. Motion passed 6 – 0.

5. Discussion on replacement of Police Chief. Chief Yanke addressed the Board in regards to his upcoming retirement requesting their consideration to promote Captain Foeger to Chief. Foeger is the only Newburg Officer interested in the position. There were no Board objections. Yanke also noted that he has people who have expressed interest in the Captain position should Foeger be promoted. The Chief is currently hiring additional part-time staff to help cover the department since one of his officers gave his resignation. It was noted that the Village does not have a policy requiring the posting of the Police Chief position outside the department for hiring a replacement. Foeger's promotion to Chief will be brought back at the next meeting for approval effective June 1st.
6. Status update on Enge Dr building condemnation. Goeckner noted that the Village Attorney has provided the Building Inspector with a sample of the needed verbiage for a raze order. The condemnation of the building is moving forward. The Board requests the Goeckner to send a letter to the Building Inspector directing him to take immediate action on this matter.
7. Status update on Main St parking. Trustee Cording reviewed the details of a recent meeting he and staff had with the owner of NoNo's in regards to expanded parking along the south side on East Main St. In conjunction, there would be no parking allowed on the north side of East Main St. This new parking would be angled requiring the removal of several trees which are in the right-of-way. Work will start as soon as staff is available. The owner of NoNo's will install a sidewalk along the new parking area leading to his restaurant. Expressed was concern over snow removal from the new parking area until such time it is black topped since there will be a rock base in the meantime.
8. Discussion and possible action approving Resolution No. 14-2018, a Resolution Approving the Village of Newburg Employee Handbook. Goeckner noted a correction on page 3-2 in regards to the date payroll is processed. A motion was made by Trustee Sackett, seconded by Trustee Strohmeyer, to approve Resolution No. 14-2019. Motion passed 6 – 0.

NEW BUSINESS

1. Authorization for Village Administrator/Clerk to establish a Health Reimbursement Account for full-time employees. Goeckner noted his research on a method to reimburse full time employees for the health care costs since health insurance is not provided by the Village. It appears that the only manner to do such is through a HRA account. This setup will not cost the Village. The Village Attorney is reviewing the contract before the Village signs. This type of account cannot be used to reimburse disability insurance. A motion was made by President Heili, seconded by Trustee Strohmeyer, to authorize the Village Administrator to establish a Health Reimbursement Account for full-time employees. Motion passed 6 – 0.

COMMITTEE/COMMISSION/STAFF REPORTS

Trustee Juech – Nothing to report.

Trustee Cording – Nothing to report.

Trustee Strohmeyer – Nothing to report.

Trustee DeLuka – Nothing to report.

Trustee Sackett – Thanked everyone for allowing him to serve the Village.

Chief Yanke- Reviewed with the Board the need for disability/accident insurance for his officers.

DPW Superintendent Waech – He has drafted a Resident Complaint form. All complaints need to be presented to him in writing. This will allow him to better respond to issues that need addressed.

Treasurer/Deputy Clerk Brynwood – Noted her continued work on the village’s new software.

Administrator/Clerk Goeckner – Reminded the Board of the need to approve the river edge planting project with Riveredge Nature Center. Noted a recent request for a burn permit; staff will approve such. He is working on the 2020 Census – there is a problem with streets listed that are not within the village. Informed the members of the Board of Review that they are not to talk to property owners who will be filing an objection prior to the meeting. Reported on the recent election and those who were elected to the Board. They will take office on April 17th upon taking their oath. Followed up on the gap insurance he is seeking for the part-time employees.

President Heili – Thanked Trustees Sackett and Camlin for service to the Village. Congratulated Rena Chesak and Sandy Stockhausen on the election to the Board. Asked for a status update for the 2019 bridge detour through Newburg. Yanke noted that the detour will be using Main Street. Presented to list of committee assignments for the Trustees for the upcoming year.

LICENSE APPLICATIONS

Approval of Operator Licenses for Sarah Beimborn, Amy Page, Jamie Wendorf, Stephanie Renk, Patrick Micksch, Carrie Guse, Rena Chesak, Jennifer Busalacchi, and Robert Bannaszak. All were recommended for approval by the Police Chief. A motion was made by Trustee Juech, seconded by Trustee De Luka, to approve the Operator Licenses for the above listed applicants. Motion passed 6 – 0.

ADJOURNMENT

A motion was made by Trustee Sackett, seconded by Trustee Juech, to adjourn the Village Board meeting at 7:51 P.M. Motion passed 6 - 0.

Rick J Goeckner
Administrator/Clerk