

MEETING MINUTES

Village of Newburg Board of Trustees
November 8, 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: President Strohmeier, Trustees Burkard, DeLuka, Stockhausen, Cording, Marquardt and Chesak. Also in attendance Village Administrator/Clerk Goeckner, Treasurer/Deputy Clerk Brynwood and Village Auditor Tara Bast with Johnson & Block.

PLEDGE OF ALLEGIANCE

MINUTES

Approval of the minutes of the regular Village Board Meeting of October 11, 2018. A motion was made by President Strohmeier, seconded by Trustee Marquardt, to approve the minutes with noted corrections by Trustee Stockhausen. Motion passed 7 – 0.

PUBLIC FORUM

There were no public present for the public forum. A motion was made by Trustee Cording to close the public forum at 7:03, seconded by Trustee DeLuka. Motion passed 7 – 0.

BILLS

The bills were presented as follows: General Fund payroll \$18,415.51 and accounts payable \$26,333.15; Sanitary payroll \$5,612.97 and accounts payable \$9,201.89. A motion was made by Trustee Cording, seconded by Trustee DeLuka, to approve payment of all bills as presented. Motion passed 7 – 0.

CORRESPONDENCE

Nothing.

UNFINISHED BUSINESS

President Strohmeier requested a motion to move line item #2 from unfinished business to now. Trustee Marquardt made a motion to move line item #2 from unfinished business to now, seconded by Trustee DeLuka. Motion passed 7-0. Administrator Goeckner stated the parties involved would like this item be placed on the December 13, 2018 Board Meeting Agenda due to the uncertainty of agreement by the parties involved. Trustee Cording made a motion to delay this until December, seconded by President Strohmeier. Motion passed 7-0.

NEW BUSINESS

1. Receive and file Village of Newburg Financial Statements with Independent Auditor's Report for the Year ended December 31, 2017. Motion made by trustee DeLuka to receive and file Village of Newburg Financial Statements with Independent Auditor's Report for the Year ended December 31, 2017, seconded by Trustee Cording. Motion passed 7-0.

2. Review of 2017 Financial Audit presented by Johnson Block, CPAs. Auditor Tara Bast introduced herself and reviewed the report to the Village Board. She spoke on the contents of the audit, review and confirmed that all board members received the communications letters. Presented a summary report of the audit. Gave additional disclosures on financial reporting and segregation of duties. Administrator Goeckner explained that there are more than two people looking at the bills before they are even paid. Ms. Bast discussed the deficit of the ending balance in the general fund of 2017. Her recommendation is to build the General Fund Balance up to 25% of budgeting expenditures, roughly three months of reserves to cover operating costs. It was recommended by the Auditor the Village issue debt to provide enough revenues to meet operating expenses.
3. Consideration and possible approval of the installation 'Deaf Person' signs on W. Main Street west of the bridge. Trustee Marquardt made a recommendation to approve the installation of two 'Deaf Person' signs on W. Main Street, seconded by Trustee Chesak. Motion passed 7-0.

UNFINISHED BUSINESS

1. Approval of continued participation in the Community River Program (CRP) as requested by Riveredge Nature Center. Goeckner explained that per the Department of Revenue we need to fill out a CMOM report for the Sanitary Department. The CRP is community outreach program to help keep the Village in compliance with State regulations. A motion was made Trustee DeLuka to approve the continued participation in the Community River Program with Riveredge, seconded by Trustee Marquardt. Motion passed 7-0.
2. Approval of request by Curtis and Nancy Scheunemann for the proposed Termination of Declaration of Land Use Restrictions relating to parcel #001700A located north of Terry Jak Drive. This item was moved to the beginning of the meeting's agenda.
3. Approval of Sanitary Plant Operator Courtney Steger's request for 5 additional vacation days for 2019. A motion was made to approve the Sanitary Plant Operator's 5 additional days for 2019 by Trustee Cording, seconded by Trustee DeLuka. Motion passed 7-0.
4. Approval of the West Bend Trailblazers Snowmobile Club request to run thru Newburg streets and Wayside Park. Trustee Marquardt made a motion to approve the request to run through the Village but not thru Fritz Falkner Park, seconded by Trustee Chesak. Motion passed 7-0.
5. Acceptance of a donation of the former Midwest Iconic building. Administrator Goeckner stated that the donating party has expressed the intention of this donation to the village be solely used as a community center for the Village of Newburg. A motion was made by Trustee Marquardt to accept the donation of the former Midwest Iconic building, seconded by Trustee DeLuka. Motion passed 7-0.

6. Discussion of the proposed 2019 Budget and Tax Levy. Administrator Goeckner stated if the Board had questions to ask now, the public hearing for approval is next week. Trustee Chesak stated that we need to cut the budget across the board. She also questioned the amount of the police department budget cuts. Administrator Goeckner informed her that the Police Department decreased their budget by over \$5,000. Also questioned was the increase in police wages. It was noted that the Village has increased its code enforcement and has an additional officer on duty which account for the majority of this increase. There was considerable discussion on this matter. Goeckner reviewed the proposed new capital expenditures for 2019, primarily an addition to the maintenance building, that is estimated to cost the average homeowners approximately \$51 or 1.5% per year. He recommends this as a minimum increase separate from any operating increase. He also reviewed with the Board the fact that the operating portion of the tax levy partially subsidizes capital expenditures. Administrator Goeckner noted the removal of the donation of the \$500 to the Fire Department for the little league program. This money has been moved to the Newburg Parks Department in order to start our own programs. He also pointed out the decrease in the fire contract by over \$5000 to balance the budget. Goeckner handed out a draft of the capital expense allocation and explained the listed items. He also noted there can be changes made to the budget as proposed however a decision needs made as soon as possible in order for the tax bills to be processed and mailed by the State's deadline. Trustee DeLuka calculated that the tax increase, based on 2%, would be \$68 for the average homeowner. Goeckner recommended a 3% increase to comply with the auditor's recommendation for significant cash to help pay bills and create reserves. There was additional discussion of various increase amounts. The Board directed Goeckner to inform Police Chief Foeger that Asst. Chief Yanke's services are longer needed after December 31st due to budget cuts. Trustee Marquardt felt that the IT expense for Police Department could be cut an additional \$5,000. Trustee Marquardt recommends the increase of an additional 2% on the tax roll and that recycling collection be placed on each homeowner sanitary bills. President Strohmeyer made a motion for the 2% increase and a cut of \$5,000 from the Police Department IT budget, seconded by Trustee Cording. Motion passed 7 - 0.

COMMITTEE/COMMISSION/STAFF REPORT

DPW employee – requested a new snow blower to help with clearing the bridge sidewalk.

Trustee Chesak- Nothing to report.

Trustee Marquardt- Nothing to report.

Trustee Cording- Nothing to report.

Treasurer/Deputy Clerk Brynwood - Nothing to report.

Administrator Goeckner- Nothing to report.

Trustee Stockhausen- Nothing to report.

Trustee DeLuka- Reminded Administrator Goeckner of meeting on Tuesday morning.

Trustee Burkard- Nothing to report.

President Strohmeyer- Passed out a community questionnaire to the Trustees and asked for their participation and to return at the next Board Meeting.

REMINDER

Administrator Goeckner reminded the board of the Special Village Board meeting for the budget/tax levy public hearing and approval on November 15th at 7:00 P.M.

LICENSE APPLICATION

Approval/denial of Operator Licenses for Thomas Gutzwiller, Julie Friess, Victoria Herbert, Ashley Beimborn, Jennifer Truett and Lisa Swanke. President Strohmeyer presented to the Board a letter from Police Chief Foeger recommending the approval of 2018/2019 Operator Licenses for Gutzwiller, Friess, Herbert, Beimborn and Swanke. Trustee Marquardt made a motion to approve the 2018/2019 Operators Licenses for Thomas Gutzwiller, Julie Friess, Victoria Herbert, Ashley Beimborn and Lisa Swanke, seconded by Trustee DeLuka. Motion passed 7 - 0.

President Strohmeyer presented to the Board a letter from Police Chief Foeger recommending the denial of an Operator's License to Jennifer Truett. Trustee Marquardt made a motion to deny Jennifer Truett's a 2018/2019 Operators License, seconded by Trustee DeLuka. Motion passed 7 - 0.

Approval of Temporary Class "B"/"Class B" Retailer's License for the Newburg Firemen's Picnic on May 31, June 1 and June 2, 2019. President Strohmeyer presented the Board with a letter from Police Chief Foeger recommending approval for the Temporary Class "B"/ "Class B" Retailer's License for the 2019 Newburg Fire Department Picnic. Trustee Cording made a motion to approve the Temporary Class "B"/"Class B" Retailer's License for the Newburg Fire Department Picnic, seconded by Trustee DeLuka. Motion passed 7 - 0.

Approval of Temporary Class "B"/"Class B" Retailer's Licenses for the Newburg Fire Department Bingo on January 16, February 6, February 20, March 6, March 20, April 3, April 17, May 1, May 15 and June 19, 2019. President Strohmeyer presented to the Board a letter from Police Chief Foeger recommending approval for the Temporary Class "B"/ "Class B" Retailer's License for the 2019 Newburg Fire Department Bingo dates as noted. Trustee DeLuka made a motion to approve the Temporary Class "B"/"Class B" Retailer's License for the Newburg Fire Departments Bingo on January 16, February 6, February 20, March 6, March 20, April 3, April 17, May 1, May 15 and June 19, 2019, seconded by Trustee Cording. Motion passed 7 - 0.

ADJOURNMENT

A motion was made by Trustee Marquardt, seconded by Trustee Chesak, to adjourn the Village Board meeting at 9:15 P.M. Motion passed 7 – 0.

Chrissie Brynwood

Treasurer/Deputy Clerk