

Village of Newburg
Meeting of the Village Board of Trustees
7:00 p.m. July 11, 2019
Village Hall, 620 W. Main St. Newburg, Wisconsin

AGENDA

The Board may take action on items listed in the agenda, including those listed for discussion or in report form.

OPENING OF MEETING / CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF PAST MINUTES

Village Board Meeting – May 16, 2019
Committee of the Whole – May 23, 2019
Village Board Meeting – May 23, 2019

Village Board Meeting – June 6, 2019
Committee of the Whole – June 27, 2019
Village Board Meeting – June 27, 2019

PUBLIC FORUM

Members of the public are invited to address the Village Board regarding any topic of public concern. Those who wish to speak are asked to complete a written card to register with the clerk. The chairperson will then call on individuals to address the council from the front table in an orderly fashion for up to three minutes each.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. File 2019-08: A Resolution Creating a Community Center Committee.

The committee shall be charged with planning events, advising on maintenance needs, and general usage planning for the donated Community Center facilities. *Offered by Trustee Burkard.*

2. File 2019-09: A Resolution Establishing How Committee Members Who are Not Elected Officials Shall be Compensated.

Creating a mechanism for consistency in compensating citizen-volunteers with a stipend payment for their service; requiring a written acknowledgement of service to receive payment and allowing for an optional written refusal of payment. *Offered by Trustee Burkard.*

3. File 2019-10: A Resolution Creating Temporary Rules of the Village Board.

Incorporating formal adoption of “Roberts Rules of Order, Newly Revised” as governing procedures; establishing a system for introduction and passage of resolutions and ordinances; setting standards of decorum; temporary effect.

Offered by Interim Administrator Alexander.

4. File 2019-10: A Resolution Authorizing the Village to Consolidate Payroll Practices and Reorganize the Payroll Schedule and to Standardize Authorizations for Overtime Eligibility.

Village employees are currently paid on a quarterly, monthly, or semi-monthly basis. This is confusing for both recordkeeping and the employees being compensated. A bi-weekly payroll process with minor modifications is recommended. Also creates policy that no overtime payments shall be allowed without written approval from both the Administrator and the Village President. *Offered by Interim Administrator Alexander.*

STAFF AND COMMISSION REPORTS

5. Interim Administrator/Clerk (Admin. Alexander)

- a. Update on day-to-day activities at Village Hall including, Village finances, accounts payable.

CLOSED SESSION NOTICE: This body may entertain a motion to adjourn into Closed Session pursuant to Sec. 19.85(1)(g) and (f), Wis. Stats., Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; and considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. (Items 5b, 5c).

- b. Update on communications received, including open record requests.
- c. Conflict of interest created by an Ethics complaint received on June 13, 2019 by a member of the Ethics Commission; and report of additional discussions regarding anticipated Ethics complaints in the future. Advice on next steps.

CLOSED SESSION NOTICE: This body may entertain a motion to adjourn into Closed Session pursuant to Sec. 19.85(1)(c), Wis. Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Items 5d, 5e, 5f).

- d. Hiring for newly vacant position of DPW Superintendent / Director.

- e. Plan for end of temporary work for Ms. De Luka, based on posting and hiring for the vacant administrative / Deputy position.
 - f. Options for hiring a permanent Administrator / Clerk / Treasurer and employment negotiations for candidate appointed to the position, including a widespread recruitment effort or appointment of current Interim Administrator / Clerk.
6. Personnel and Finance (Trustee Stockhausen)
Report on any developments, questions, or concerns in this area.
 7. Law Enforcement (Chief Foeger)
Report on any developments, questions, or concerns in this area.
 8. Department of Public Works (Superintendent Neumann – excused)
Report on any developments, questions, or concerns in this area.
 9. Sanitary (Trustee De Luka)
Report on any developments, questions, or concerns in this area.
Update on state funding for the sanitary emergency.
 10. Parks (Trustee Burkard)
Report on any developments, questions, or concerns in this area.

ADJOURNMENT

ADDITIONAL NOTICES: Please know that the governmental body meeting under this notice may take action on items listed in the agenda, including items presented for discussion or in report form for informational purposes.

Please note that it is possible members of other governmental bodies may be in attendance during the meeting referenced in this notice. Although their combined presence may constitute a quorum, no official meeting nor action by any governmental body will be taken other than during its scheduled meeting time as set forth in this meeting notice.

The Village of Newburg intends to provide equal opportunity for everyone to participate in public meetings. Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities or special needs through the appropriate aids and services. To request this service, contact the Village Administrator/Clerk at (262) 675-2160.