

Village of Newburg
Committee of the Whole
June 27, 2019, 7:00p.m.
Village Hall, 620 W. Main St. Newburg, Wisconsin

MINUTES

Draft – Subject to Approval of the Board of Trustees

OPENING OF MEETING / CALL TO ORDER

ROLL CALL

Trustee	Present	Absent/Excused
Sarah Beimborn	X	
Amy Marquardt	X	
Chris Stangel		X - Excused
Lynn Burkard	X	
David DeLuka	X	
Sandy Stockhausen	X	
Rena Chesak (President)	X	
Total:	6	1

PLEDGE OF ALLEGIANCE

APPROVAL OF PAST MINUTES

No minutes were available for review.

PUBLIC FORUM

No members of the public came forward to speak.

STAFF AND COMMISSION REPORTS

1. **Personnel and Finance** (Trustee Stockhausen)
 - a. Discussion regarding administrative costs, per April 22, 2019 agenda request from Mr. Paul White. (Previously laid on the table.)

Motion by Burkard to pick the item up from the table, seconded.

Motion prevailed by a voice vote.

The topic was discussed, but no action was taken.

- b. Discussion about non-budgeted expenses including legal fees and costs associated with executing the provisions of the ethics ordinances.

2. **Law Enforcement** (Chief Foeger)

Brief updates on law enforcement statistics provided. There were a total of 195 computer aided dispatch calls through the Washington County Sheriff's department dispatch center in 2018. In 2018 NPD took 22 long form reports and had 95 calls for traffic stops and offenses.

Officer Kyle Henning also resigned on June 22nd. He had a new baby join his family. He would like to return to the NPD at some point in the future, he just couldn't put in the time at this point. He has resigned in good standing. NPD has hired a new officer, who will start in July. She is certified through the state in firearms, which is good because Newburg doesn't have the resources to send staff to firearms training. She knows small-town policing and is very good at it. She will likely start the second week of July.

3. **Department of Public Works** (Superintendent Neumann)

Reported that all current contracts have been approved and sent back to the contractors.

There were a few recent grass/weed complaints and notices were sent out. Other projects are being held up by approvals. The DPW fence and parking lot expansion are awaiting approvals. There are also park improvements DPW is waiting for. Approvals have been held up during the employee transition.

4. **Sanitary** (Trustee DeLuka)

Trustee DeLuka shared that he was still putting together the paperwork to apply for state funding for the sanitary emergency.

The CMAR Report was filed.

The DNR's last inspection of sanitary led to 13 different points of improvement for Sanitary to meet. One of those issues was obtaining a microscope and staff is working on getting a quote on obtaining the right type.

Grease has again been a big issue, and sanitary is hopeful the village can do more to help spread the message to remind people to not put grease or oils into the system.

5. **Administrator/Clerk** (Admin. Alexander)

Distributed a list of bank accounts held by the village and discussed the many types of accounts the village has. Commerce State Bank has shown goodwill by offering to pay for any insurance the village needs when holding large amounts of funds in one bank.

Shared that she has worked the Workhorse training personnel. Discovered that the former Administrator did not have access to Workhorse or any financial data. Discussed converting the Deputy Clerk position to part-time and converting village hall's full-time hours from being open 5 days per week to being open 3 days per week. Discussed whether being open on weekends would be

beneficial. Saturdays the week that sanitary payments are due were suggested, but it was then recognized that the village hall does have a drop box.

LICENSES

6. Tobacco license for Casey's General Store

Motion by DeLuka for approval of the license for Casey's General Store, seconded.

Motion prevailed by a voice vote.

ANNOUNCEMENTS AND REMARKS UNDER SPECIAL PRIVILEGE

Trustee Burkard commented that on a future agenda she would be asking the board to create a 5-7 member committee to oversee the Community Center.

Trustee Stockhausen shared some old budget reports with the new administrator.

Admin. Alexander discussed the various meetings she has held with various elected officials, residents, and staff.

ADJOURNMENT

Motion by Marquardt to adjourn, seconded.

Motion prevailed by a voice vote.

Drafted by Deanna Alexander, Clerk. Approved by the Village Board of Trustees on _____.

Deanna Alexander
Administrator / Clerk / Treasurer