

Meeting Minutes
Village of Newburg Board of Trustees
October 13, 2016, 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. Also in attendance Administrator/Clerk Goeckner, Accountant/Deputy Clerk Brynwood, Engineer Komorowski, Building Inspector Grotelueschen, and Police Captain Foeger.

PLEDGE OF ALLEGIANCE

MINUTES

Approval of the minutes of the regular Village Board Meeting of September 8, 2016 and the Special Board Meetings of September 22 and 29, 2016. A motion was made by Trustee Wollner, second by Trustee Strohmeyer to approve the minutes as presented. Motion passed 7-0.

PUBLIC FORUM

The Public Hearing was opened at 7:03 P.M. There were no public comments made. A motion was made by Trustee Cording, seconded by Trustee Wollner to close the public forum at 7:03 P.M. Motion carried 7-0.

BILLS

A motion was made by Trustee Baumann, seconded by Trustee Strohmeyer to pay the bills totaled as follows: prepaid General Fund expenses \$27,147.01, prepaid Sanitary expenses \$3,724.47, General Fund expenses w/ payroll \$27,931.80 and Sanitary expenses \$3,722.84. Motion passed 7-0.

CORRESPONDENCE

Goeckner presented the Mid-Moraine Municipal Court Financial Summary Report for August. He also noted receipt from the Wisconsin Department of Administration the final estimate of the January 1, 2016 population for both counties which total 1261, 7 higher than the last census population estimate.

UNFINISHED BUSINESS

1. Discussion and possible action approving/disapproving Carl Kohn's request for the waiver of sanitary late fees, fines and penalties (for 1168 County Hwy A). Trustee Cording made a motion, seconded by Trustee Camlin, to reject Mr. Kohn's request for the waiver of fees, fines and penalties and to close the matter. Motion carried 7-0.
2. Discussion and possible action approving the needed repair work along Hickory Drive. Komorowski has researched and found out that the natural gas line the village was concerned with is not in the ditch but instead under the pavement. He then proceeded to review the scope of work noting 3 feet of aggregate on the west side, new rip rap stone, and extended culvert on the west side with extended culvert and new outfall as well as building up the shoulder with rip rap on the east side. The estimated cost for Washington County to do the work is \$14,000. The engineering cost is estimated at \$6,000 on the high end for high point work versus 24/7 inspection. A motion was made by Trustee Cording, seconded by Trustee Juech to move forward with the project as proposed with high point inspection by Graef. Motion carried 7-0.
3. Discussion and possible action approving the request by Riveredge for a local match funding the Community Rivers Project in Newburg. Riveredge is requesting \$2,500 in matching monies to jump start this project. Reviewed were the benefits of our participation especially when it comes time for phosphate compliance with the Wisconsin DNR. A motion was made by Trustee Camlin, seconded by Trustee Strohmeyer, to approve the local match contingent upon the Village being a strategic lead agency and the use of Sanitary funds in the amount of \$2,500. Motion carried 7-0.
4. Discussion and possible action on mow/weed letters to be sent to village property owners for failure to comply with village code. The Board review a list of recent violators of village code based on weeds and grass height. Some of the Board members were not in agreement with enforcing the code as interpreted or intended. This topic will be reviewed by the Committee of the Whole.

5. Discussion and possible action approving Resolution No. 09-2016, a Resolution Approving a Contract for Maintenance of Assessment Records with Grota Appraisals, LLC. This 3 year extension is for a total of \$11,700. A motion was made by Trustee Wollner, seconded by Trustee Juech to approve Resolution No. 09-2016. Motion carried 7-0.
6. Discussion and possible action approving Resolution No. 11-2016, a Resolution Approving an Engagement Agreement with Houseman and Feind, LLP for Legal Services. This contract is for traffic and code violations as well as special counsel, on a very limited basis if needed, provided there is no conflict with the Town of Trenton. The village is still looking for legal counsel for general village business. A motion was made by Trustee Strohmeyer, seconded by Trustee Cording to approve Resolution No. 11-2016. Motion carried 7-0.

NEW BUSINESS

1. Approval of Committee Assignments following the resignation of a Village Trustee. This list clarifies the needed changes with the resignation of John Beimborn, Sr., replaced by Bill Cording. A motion was made by Trustee Baumann, seconded by Trustee Wollner to approve the Assignment List replacing Beimborn with Cording and Cording with Linda Thies. Motion carried 7-0.
2. Discussion and possible action approving Resolution No. 10-2016, a Resolution Amending Resolution No. 11-2015 Establishing the Pay Scale for Employee Classifications. The only area changed affecting a pay rate was that for the Accountant/Deputy Clerk position. A couple of other very minor changes were made primarily in regards to typing and spacing mistakes. A motion was made by Trustee Strohmeyer, seconded by Trustee Cording to approve Resolution No.10-2016. Motion carried 7-0.
3. Discussion and possible action restricting the size of articles in the Bridges newsletter. Board members have asked for shorter articles in the newsletter to save space and costs especially some of the lengthier articles from Wellspring. Goeckner noted the small cost this time by including the Wellspring article and noted their community building and involvement in this area. He stated that he feels those articles from people or agencies for profit should be more restrictive than non-for-profit agencies and/or businesses. Further discussion will be held on this matter.
4. Review of brush pick up policy. A draft was presented for review. Trustee Cording would like to have the Board clarify the pickup date as either the fourth Saturday of the month or the last Saturday of the month. This will come back for further discussion.
5. Review of wood chip policy. A draft was presented for review. Trustee Cording would like further clarification as to where the village stores the chips for public taking inside or outside the fence at the maintenance building. This will come back for further discussion.
6. Discussion on discontinuance of village bon fire. Based on this event being on private, not village owned property, the cost of such, illegal dumping of non-approved materials, and disposal of waste (ash), the Board previously decided to not ever hold this event. They again confirmed such.
7. Discussion and possible action in regards to the bonding amount for Village Officials. Goeckner reviewed new restrictions in place since 2013 as to the bonding requirements that require a spouse on any bond in excess of \$25,000 as well as an indemnity agreement matching the value of the bond to the insured's assets. Goeckner stated that he feels that a bond is duplicate coverage that is not necessary since employee dishonesty is already covered by the village liability coverage at a much greater amount at less cost. He also noted his inability to purchase an umbrella policy now that he is back working for a municipality/government agency. President Heili has contacted area legislatures for help in changing the law. Goeckner stated that he will not accept, take oath of office, for the Treasurer's position, until the bonding requirement is either eliminated or lowered to \$1,000 for each opposition – Clerk and Deputy Clerk, and Treasurer. A motion was made by Trustee Cording, seconded Trustee Strohmeyer to pass an ordinance that will eliminate the bonding required for all village offices provided the village can acquire liability insurance coverage, with coverage similar to the bonding, in an amount of \$250,000. Motion carried 7-0.

LICENSE APPLICATIONS

1. Discussion and possible action approving a change in the premises description for the Newburg Fire Department liquor license #BL-01-16/17 located at 508 Main St. This description is now much more

restrictive and does not include the entire park or the fire house. A motion was made by Trustee Strohmeyer, seconded by Trustee Camlin to approve the requested change. Motion carried 7-0.

2. Discussion and possible action approving the request from the Newburg Fire Department for 22 temporary liquor licenses on the following dates: 10-19-16, 11-02-16, 11-16-16, 12-07-16, 12-21-16, 01-04-17, 01-18-17, 02-01-17, 02-15-17, 03-01-17, 03-15-17, 04-05-17, 04-19-17, 05-03-17, 05-17-17, 06-21-17, 07-05-17, 07-19-17, 08-02-17, 08-16-17, 09-06-17, 09-20-17. Goeckner noted that the village could only issue temporary licenses up to June 30, 2017 and that this is not uncommon in other municipalities. A motion was made by Trustee Wollner, seconded by Trustee Cording to grant 16 temporary liquor licenses to the Newburg Fire Department for bingo through June 21, 2017. Motion carried 7-0.
3. Approve bartender operator's licenses: Jamie Wendorf, Robert Banzszak, and Amanda Johnson. All three applicants plus Victoria Herbert passed the background check by the police department and are recommended for approval. It was noted that Banzszak has yet to complete his mandated state operator's course. A motion was made by Trustee Strohmeyer, seconded by Trustee Juech to approve the operator licenses with Banzszak's contingent upon his completing and passing the state operator course. Motion carried 7-0.

COMMITTEE REPORTS

Trustee Camlin – Nothing.

Trustee Juech – Parks Committee authorized the purchase of 5 holiday decorative lights for approximately \$3,000. Additional lights will be purchased after the first of the year with the unused \$2,000 when they are on sale. Two different styles will be purchased.

Trustee Cording – He has located the DPW radios, they are scheduled to be installed/programmed. He recommends the unused holiday monies be put into a non-lapsed sinking fund for carryover from year to year.

Trustee Baumann – Nothing.

Trustee Wollner – Nothing.

Trustee Strohmeyer – Nothing.

Accountant/Deputy Clerk Brynwood – Nothing.

Building Inspector Grotelueschen – Nothing.

Police Captain Foeger- Nothing.

Fire Chief Chesak – Nothing.

Administrator/Clerk Goeckner – Noted a mistake in the village code in regards to the burning of leaves. In 2 different places it states leaves cannot be burned and then later that they can be burned with certain restrictions. He will have the ordinance corrected to allow the burning of leaves.

President Heili – Nothing.

ADJOURNMENT

A motion was made by Trustee Wollner, second by Trustee Juech to adjourn the Village Board Meeting at 8:35 P.M. Motion passed 7-0.

Rick Goeckner
Administrator/Clerk