



AGENDA

Board of Trustees & Committee of the Whole Meeting
7:00 PM - Thursday, February 22, 2024
Village Hall, 620 W. Main St., Newburg, Wisconsin

Page

CALL TO ORDER / ROLL CALL

- President Dave DeLuka - Trustee Bill Sackett - Trustee Mike Heili
- Trustee Mike Enright - Trustee Brooke Stangel - Trustee Kevin Kohn
- Trustee Paul Zimdars

PLEDGE OF ALLEGIANCE

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.", should be rendered by standing at attention facing the flag with the right hand over the heart. A person in uniform should instead remain silent and render the military salute. Veterans may choose either method. (4 USC Sec. 4).

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.

CORRECTION AND APPROVAL OF PAST MINUTES

1. Meeting Minutes

5 - 7

[Minutes for Board of Trustees & Committee of the Whole - January 25, 2024](#)

[Minutes for Board of Trustees & Committee of the Whole - February 08, 2024](#)

PRESENTATIONS

2. County Updates

Tony Thoma, [Washington County Supervisor - District 19](#).

NEW BUSINESS

ADMINISTRATION

Administrator Nathan Wendelborn. Including updates on items such as zoning, community center, village hall general operations, emergency management or other service areas related to village administration.

3. Department Update

9

[Admin Memo](#)

BUILDING INSPECTION

Mr. Jeff Thoma, Building Inspector

4. Department Update

LAW ENFORCEMENT

Police Chief Mike Foeger or Police Captain Justin Jilling.

5. Department Update

11

[NPD Memo](#)

DPW: PUBLIC WORKS & SANITARY SEWER

DPW Director Nate Wendelborn.

- | | | |
|----|--|---------|
| 6. | Department Update
DPW SAN Memo | 13 |
| 7. | Discussion and Possible action on Sanitary Plant Upgrade Bids
Ehlers - 2024 Financing Plan Presentation | 15 - 27 |
| 8. | Discussion and Possible action on SEH Supplemental Services Agreement for construction services
20240222 NEWBW WWTP Upgrade CCA SLA-5399 Signed | 29 - 37 |

ELECTIONS & FINANCE

Clerk /Treasurer Brandy Loveland Seelow.

- | | | |
|----|---|---------|
| 9. | Financial reports for the period ending 01/31/2024. | 39 - 49 |
|----|---|---------|

Reports provided are in final form for internal management purposes as of the date of publication. Information may be updated in subsequent periods as corrections are made in reconciliation with new information or the auditor determines appropriate adjustments to prior periods.

- **General Fund - Balance Sheet.** Shows the assets the village held, the liabilities the village owes to others, and the allocation of equity holdings remaining as of a certain date.
- **General Fund - Income Statement.** Shows actual revenue and expenses logged over a period of time (year to date) compared to the annual budget for the same. A balance of "profit" or "loss" at the bottom line indicates the resulting change that would affect equity on the Balance Sheet.
- **Sanitary Fund - Balance Sheet.** Shows the assets the SF held, the liabilities the SF owes to others, and the allocation of equity holdings remaining as of a certain date.
- **Sanitary Fund - Income Statement.** Shows the actual revenue and expenses logged over a period of time (year to date) compared to the annual budget for the same. A balance of "profit" or "loss" at the bottom line indicates the resulting change that would affect equity on the Balance Sheet.
- **All Funds - Payroll Summary.** Shows hours and dollars paid per category over a period of time (year to date) compared to the prior year. Because all payroll functions are initiated within the GF, this report also includes time for sanitary or capital project functions.
- **Capital Fund - Income Statement.** The Capital Fund is presently held as a sub-set of the General Fund data and is segregated out for this report to clearly show actual and budgeted revenue and expenses for capital projects.
- **All Funds - Summary Debt Schedule.** Provided Quarterly. Shows details of loans held, estimated future principal balances and debt service payments, and the relation to debt limit.

[20240131 Financials - Balance Sheet - GEN FUND](#)
[20240131 Financials - Income Statement - GEN FUND](#)
[20240131 Financials - Balance Sheet - SAN FUND](#)
[20240131 Financials - Income Statement - SAN FUND](#)
[Payroll Summary 01 2024](#)

- | | | |
|-----|--|----|
| 10. | File 2024-XX[04] Resolution Transferring Funds in the 2023 Budget - 2023 Budget Adjustments
File 2024-XX[04] Resolution Transferring Funds in the 2023 Budget | 51 |
| 11. | Appointment of Election Inspectors and Poll Workers for 2024 elections
File 2024-XX[03] Resolution Appointing Election Officials | 53 |

ANNOUNCEMENTS

Next BOT meeting will be March 28th, 2024 at 7:00 PM

March 23rd, 2024 1pm - 3pm Village Easter Egg Hunt

ADJOURNMENT

Village of Newburg - 620 W Main St. PO Box 50, Newburg, WI 53060 - (262) 675-2160 - Clerk@village.newburg.wi.us