



AGENDA

Board of Trustees & Committee of the Whole Meeting
7:00 PM - Thursday, January 23, 2025
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 clearly state their full name and address while standing at the podium when addressing the Village Board.

CORRECTION AND APPROVAL OF PAST MINUTES

1. Meeting Minutes 5 - 9
[Board of Trustees & Committee of the Whole - Dec 19 2024 - Minutes - Html](#)

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, or other service areas related to village administration.

3. Department Update - Verbal
4. Discussion and possible action Fire and EMS reserve funds. 11
[2025-XX\[02\] Fire and EMS Reserve Funds](#)
5. Discussion and possible action RFP for legal services. 13 - 45
[Dempsey Law Firm LLC - Village of Newburg RFP 01.07.25](#)
[Russell Law Offices, SC - Village of Newburg RFP 01.07.25](#)
[Lindner & Marsack, S.C. Rates - Village of Newburg RFP 01.07.25](#)
[LINDNER & MARSACK, S.C. - Village of Newburg RFP 01.07.25](#)
6. Discussion and possible action on Resolution 2025-01- Modifying the Handbook Health Insurance Supplement 47
[File 2025-XX\[01\] Handbook Changes](#)

BUILDING INSPECTION / ZONING / EMERGENCY MANAGEMENT

Mr. Jeff Thoma, Building Inspector

- Emergency Management updates relating to planning, preparation, training, and

emergency events.

- Building Inspection information on quantity and type of permits requested, along with approval or denial status and any notable concerns or follow-up.
- Zoning relating to any pending, upcoming or complex zoning concerns. Updates on pending or recent zoning and comprehensive plan changes in neighboring towns relating to territory within the Village of Newburg's extraterritorial review area.
 - Town of Trenton
 - Town of Saukville

7. Department Update

49

[Building Inspector Memo](#)

LAW ENFORCEMENT

Police Chief Mike Foeger or Police Captain Justin Jilling.

8. Department Update

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[NPD Memo](#)

DPW: PUBLIC WORKS & SANITARY SEWER

DPW Director Nate Wendelborn.

9. Department Update - Verbal

ELECTIONS & FINANCE

Clerk/Treasurer Brandy Loveland Seelow.

10. Financial reports for the period ending December 31,2024.

53 - 63

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.

[20241230 Financials - Balance Sheet - GEN FUND](#)

[20241230 Financials - Income Statement - GEN FUND](#)

[20241230 Financials - Balance Sheet - SAN FUND](#)

20241230 Financials - Income Statement - SAN FUND
December Payroll Summary - Hours and Dollars Compared to Prior Year

11. *Clerk related items such as elections, record retention and license and permits.*

- We received 2 open records requests for Village Office Nominees
- Noticed for the February Primary have been submitted to local newspaper

ANNOUNCEMENTS

- Next BOT/COW meeting will be February 27rd, 2025 at 7pm
- Spring Primary Election is February 18th

CLOSED SESSION NOTICE

Pursuant to wis state statue 19.85(1)(c) this board will enter in to closed session for the purposes of Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically to be discussed is the performance reviews and compensation of all employees including the administrator. Parties in attendance during closed session include the Village Board and the Village Administrator. The board may adjourn from closed session if no action is needed.

ADJOURNMENT

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



MINUTES

Board of Trustees & Committee of the Whole Meeting 7:00 PM - Thursday, December 19, 2024 Village Hall, 620 W. Main St., Newburg, Wisconsin

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

All members present, except Sackett & Heili whom were excused; a quorum was met. 5-0-2 The meeting was called to order at 7:00pm

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 clearly state their full name and address while standing at the podium when addressing the Village Board.

No one was present to speak.

CORRECTION AND APPROVAL OF PAST MINUTES

1. Meeting Minutes

Motion to adopt the meeting minutes as presented.

Moved by Zimdars; seconded by Kohn.

Motion prevailed by a voice vote 5-0-2 (Sackett & Heili)

[Board of Trustees & Committee of the Whole - Nov 21 2024 - Minutes - Html](#)

PRESENTATIONS

2. County Updates

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

Mr. Thoma was not present at this meeting.

NEW BUSINESS

ADMINISTRATION

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

3. Department Update - Verbal

Administrator Wendelborn gave a brief overview of Christmas in the Village events. DPW equipment breakdowns were discussed along with replacement if needed.

BUILDING INSPECTION / ZONING / EMERGENCY MANAGEMENT

Mr. Jeff Thoma, Building Inspector

- Emergency Management updates relating to planning, preparation, training, and emergency events.
 - Building Inspection information on quantity and type of permits requested, along with approval or denial status and any notable concerns or follow-up.
 - Zoning relating to any pending, upcoming or complex zoning concerns. Updates on pending or recent zoning and comprehensive plan changes in neighboring towns relating to territory within the Village of Newburg's extraterritorial review area.
 - Town of Trenton
 - Town of Saukville
4. Department Update:
- Occupancy Permit was issued for 258 Connie Dr.

Administrator Wendelborn gave an update on behalf of Mr. Thoma. Plans were submitted for 2 new homes on Steepleview, culvert was installed per the agreement with the builders. Sewer lateral found on Pheasant Lane and the house should be complete by April. Occupancy permit was issued for the house on Connie Dr.

LAW ENFORCEMENT

Police Chief Mike Foeger or Police Captain Justin Jilling.

5. Department Update

NPD was not able to attend but Administrator Wendelborn provided an update that Squad two has new decals.

[NPD Memo](#)

DPW: PUBLIC WORKS & SANITARY SEWER

DPW Director Nate Wendelborn.

6. Department Update - Verbal

Administrator Wendelborn gave an update previously regarding equipment.

7. Discussion and Possible Action on Pay Request #5 on Main Street Reconstruction - Final

Administrator Wendelborn explained that this pay app was discussed and adjusted with Ehlers & Kopplin. What is in the packet is what was agreed upon and will be the final payout.

Motion by Zimdars to approve Pay Request #5-Final on Main Street Reconstruction ;

seconded by Kohn. Motion prevailed by a roll call vote of 5-0-2(Sackett, Heili)
[Main Street Reconstruction Pay App #5 - FINAL](#)

8. Discussion and Possible Action on WWTP Upgrade Pay Apps #1, #2, #3 & #4

Administrator Wendelborn explained that these pay apps date back to August, the payment process was just put in place and once this board approves, the pay apps will be paid.

Motion by Zimdars to approve WWTP Upgrade Pay Requests #1, #2, #3 & #4 ;
seconded by Kohn. Motion prevailed by a roll call vote of 5-0-2(Sackett, Heili)

[WWTP Upgrade PayApp #1](#)

[WWTP Upgrade PayApp #2](#)

[WWTP Upgrade PayApp #3](#)

[WWTP Upgrade PayApp #4](#)

ELECTIONS & FINANCE

Clerk/Treasurer Brandy Loveland Seelow.

9. Financial reports for the period ending November 30, 2024.

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.
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- **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.

Trustees reviewed the financial reports provided and had few questions or discussion.

President DeLuka and Treasurer Loveland continue to review and balance books on a weekly basis in preparation for end of year and transition over to Workhorse.

Motion by Kohn to approve financials as presented seconded by Enright. Motion prevailed by a roll call vote of 5-0-2(Sackett, Heili)

[20241130 Financials - Balance Sheet - GEN FUND](#)

[20241130 Financials - Income Statement - GEN FUND](#)

[20241130 Financials - Balance Sheet - SAN FUND](#)

[20241130 Financials - Income Statement - SAN FUND](#)

[November Payroll Summary - Hours and Dollars Compared to Prior Year](#)

10. Clerk related items such as elections, record retention and license and permits.
 - Spring 2025 Election will be on April 1st, three Trustees are up for reelection as well as Village President. Candidacy papers can be pulled beginning December 1st and must be returned no later than January 7th at 5pm to the Village Clerk. Non-Candidacy paperwork is due no later than December 27th at 5pm to the Village Clerk.

COMMUNITY EVENTS COMMITTEE UPDATE

11. Christmas in the Village
 1. Parade winners were announced.
 - a. 1st Place - West Bend Kettle Trailblazers Snowmobile Club, Polar Express
 - b. 2nd Place - Central United Corp. - National Lampoons Christmas Vacation
 - c. 3rd Place - St. John's Lutheran Church - "Home Alone" - Don't spend Christmas Home Alone
 2. Children's Coloring Contest Judging

Trustee Zimdars read the winners of the parade and Trustees decided that each coloring contest participant would receive Dairy Queen gift certificate of \$5 each as there were only 11 entries this year.

ANNOUNCEMENTS

- Next BOT/COW meeting will be January 23rd, 2025 at 7pm
- Village Hall will be closed for the holidays on December 24th & 25th and a half day on December 31st & full day on January 1st, 2025.

Merry Christmas & A Happy New Year to all.

CLOSED SESSION NOTICE

12. Pursuant to wis state statue 19.85(1)(c) this board will enter in to closed session for the purposes of Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically to be discussed is the performance reviews and compensation of all employees including the administrator. Parties in attendance during closed session include the Village Board and the Village Administrator. The board may adjourn from closed session if no action is needed.

ADJOURNMENT

Motion by Zimdars to adjourn; seconded by Kohn. Motion prevailed by a voice vote of 5-0-2

(Sackett, Enright)

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

Village of Newburg, Wisconsin
Resolution 2025- XX[02]
Resolution Reserving Excess County Sales Tax Dollars for Future Uses

WHEREAS, the village may receive payments of Sales Tax dollars from the county for various uses but more specifically for Fire and EMS services; And

WHEREAS, when those uses are not specifically designated by the county and the money is paid to the Village;

BE IT RESOLVED, that Village will allocate the funds as necessary by board approval and will place any excess funds in a reserve for Fire and EMS services.

Passed and adopted by the Village Board of the Village of Newburg, Washington and Ozaukee Counties, Wisconsin, this 23rd day of January 2025.

David DeLuka, Village President

Brandy Loveland Seelow, Clerk



January 3, 2025

VIA EMAIL & USPS

Village of Newburg
Attn: Nate Wendelborn
620 W. Main Street
P.O. Box 38
Newburg, WI 53060
nwendelborn@village.newburg.wi.us

RE: Dempsey Law Firm, LLP Proposal for General Legal Services

Dear Administrator Wendelborn and Village Trustees:

On behalf of Dempsey Law Firm, LLP, I am pleased to submit this proposal in response to the Village of Newburg's request for proposals for general legal services posted November 25, 2024.

Dempsey Law Firm is a midsize law firm with six offices that has been serving Wisconsin for over 175 years. The firm is home to a robust municipal law practice that is now in its third generation. Our current municipal law group consists of five attorneys who have a combined 90 years of municipal law experience. We serve as general counsel to several dozen municipalities around Wisconsin and also serve as special counsel or defense counsel to many others.

Our municipal attorneys provide a full range of municipal law services from bread-and-butter topics like public records and open meetings to complex utility matters, development agreements, boundary agreements, and tax incremental financing projects – and everything in between. Our attorneys serve as board members on State Bar sections, including the Administrative and Local Government Section and the Construction and Public Contract Section. They regularly present on various municipal law topics to municipal organizations and provide training to public officials.

Our municipal clients find that the depth and breadth of our experience means that they receive prompt and cost-effective legal services from us. Our level of involvement in different municipal activities often depends on the experience of staff members and elected officials and the difficulty of the task at hand or, at times, the environment. Due to those factors the level of effort can vary over time, and we adjust as necessary. We have municipal clients who we hear from a few times a year and those that we work with almost daily. We pride ourselves on being responsive to your needs, and enjoy whatever arrangement works best for the Village. It is our philosophy that the village attorney's role is to advise municipal officials, share their experiences, and execute tasks. It is not to set municipal policy.

While I would serve as the Village's day-to-day attorney, we view our practice group as a complete municipal law team, and all our attorneys may assist from time to time depending on factors such as schedules and subject matter specializations. In addition to a core group of municipal attorneys, our firm also has attorneys with complementary expertise in areas such as real estate and litigation so that we can handle all types of municipal needs.

We are pleased to offer you this proposal for village attorney services. We can supply clarifications and/or more information as desired and are happy to meet with the Board if that would aid in your evaluation of our firm.

Thank you for your consideration and for this opportunity to be of service to the Village.

Sincerely,

DEMPSEY LAW FIRM, LLP

Samuel W. Jack

Samuel W. Jack

Enclosures

DEMPSEY LAW FIRM, LLP**VILLAGE OF NEWBURG – GENERAL LEGAL SERVICES PROPOSAL**

We are pleased to submit the following information for the Village's consideration in selecting its next village attorney. The following responds to the checklist provided in Section 4 of the RFP. Please let us know if you have any questions or if any additional information would be helpful in allowing the Village to review our submission.

- (1) **(A) Profile and History of Firm:** As noted in the cover letter, Dempsey has been a main provider of municipal legal services in east-central and central Wisconsin for several decades. We have expanded our original footprint with our team of attorneys practicing municipal law, while our other attorneys practice in many other subject areas. We have experience with both urban and rural areas, including several communities in Washington County, Dodge County, Fond du Lac County, and Sheboygan County.

Our municipal attorneys have worked with all aspects of municipal law, as they primarily act as municipal attorneys for communities that are not large enough to employ a full-time attorney in house. For example, we have reviewed and drafted entire codes of ordinances, assisted with Public Records and Open Meetings matters, worked on countless zoning and land use issues, drafted numerous development agreements, handled annexations both on the side of the incorporated municipality and on the side of the town, drafted and litigated boundary agreements, worked with all types of municipal utilities, litigated complex municipal matters, handled employment matters for both public and private employers, and dealt with environmental issues.

Notably for purposes of the Village, our firm serves as primary counsel to Washington County on the development of the County's Next Generation Housing Initiative and have assisted in drafting development agreements and real estate documents for several municipalities that have participated in this program.

(B) Attorney Profiles: If selected, Attorney Samuel Jack would be the primary Village contact, with Attorney Matthew Parmentier serving in an oversight/support role.

Attorney Jack joined Dempsey Law Firm's municipal law team in 2022 after practicing for 14 years in Washington, D.C., where he worked in private practice and for the federal government, primarily on matters related to government law. He has extensive experience with government contracts and grants, open records laws, litigation, and contract negotiations. Since joining Dempsey, he has handled a wide variety of municipal law matters, including negotiating housing development agreements, dealing with municipal employee misconduct matters, and defending a Fair Labor Standards Act class action lawsuit in federal court. His article on *Engaging Towns and Villages in Solar Developments* was recently published in the WISCONSIN LAWYER and he currently serves on the board of directors of the State Bar of Wisconsin's Construction and Public Contract Law Section. Attorney Jack lives in the Town of Cedarburg, where he is active in the community as an ice hockey coach, school commission member, and volunteer.

Attorney Parmentier is one of the foremost municipal law practitioners in the state and is Dempsey Law Firm's municipal practice group leader. He is a former president of the Administrative and Local Government Section of the State Bar of Wisconsin. Attorney Parmentier regularly presents on municipal law topics, including presentations at the Wisconsin Towns Association's Town Law Conference and at various unit meetings. He

serves as municipal attorney and special counsel for several dozen municipalities throughout Wisconsin.

The resumes of Attorneys Jack and Parmentier are available upon request. In addition to Attorneys Jack and Parmentier, Dempsey offers three additional municipal law attorneys, who are available as needed and to support larger or more complex projects. A full list of our attorneys, including principals, is available on our firm website:

<https://www.dempseylaw.com/>.

(2) **Local Government Clients:** Please see enclosed a partial list of our current municipal clients, which includes several municipalities in Washington County. Given the large number of clients, it is not feasible to individually list the name and telephone number of each client contact; however, specific contact information and references are available upon request.

(3) **Current Fee Schedule:** Provided below are Dempsey Law Firm's municipal attorneys' current hourly rates for municipal legal services. Rates vary by personnel, and we charge an hourly rate to the 1/10th of an hour. Rates are reviewed at the end of each year and are subject to adjustment.

Attorney	Position	Hourly Rate
Samuel W. Jack	Of Counsel	\$260.00
Matthew B. Parmentier	Partner	\$300.00
Lee D. Turonie	Senior Associate	\$270.00
Alex R. Ackerman	Associate	\$265.00
John St. Peter	Senior Partner	\$300.00

We also have a dedicated municipal law legal assistant with 20+ years of experience supporting the municipal practice group (drafting legal notices, recordable documents, meeting agendas, etc.) Her current rate is \$125/hr. Dempsey Law Firm has several other legal assistants and paralegals who are available as needed.

We are capable of attending and hosting virtual meetings. Our nearest office is located in Fond du Lac, but we also have offices in Waupun, Oshkosh, De Pere, Wausau, and Black River Falls. Attorney Jack is available to travel to Newburg from his home in the Town of Cedarburg or the Firm's Fond du Lac office on an as-needed basis and will not charge the Village for time traveling to/from routine meetings.



CURRENT MUNICIPAL CLIENTS

Towns

1. Town of Hartford
2. Town of Polk
3. Town of Morrison
4. Town of Neenah
5. Town of Fond du Lac
6. Town of Oshkosh
7. Town of Winneconne.
8. Town of Black Wolf
9. Town of Nekimi
10. Town of Forest
11. Town of Trenton
12. Town of Waupaca
13. Town of Empire
14. Town of Eden
15. Town of Rosendale
16. Town of Lomira
17. Town of Ashford
18. Town of Osceola
19. Town of LeRoy
20. Town of Alto
21. Town of Lamartine
22. Town of Angelica
23. Town of Taycheedah
24. Town of Eldorado
25. Town of Oakfield
26. Town of Springvale
27. Town of Waupun
28. Town of Friendship
29. Town of Wilson
30. Town of Auburn
31. Town of Brothertown
32. Town of Byron
33. Town of Metomen
34. Town of Marshfield
35. Town of Sheboygan Falls

Fond du Lac
10 Forest Avenue, Ste 200
Fond du Lac, WI 54935
(p)920-922-0470
(f)920-922-9091

De Pere
2079 Lawrence Drive
De Pere, WI 54115
(p)920-235-7300
(f)920-235-2011

Dempsey & Buchholz
95 S Harris Avenue
Waupun, WI 53963
(p)920-324-9736
(f)920-235-2011

Byrne & Dempsey
115 Forest St
Wausau, WI 54403
(p)715-848-2966
(f)715-842-5189

Oshkosh
210 North Main St
Oshkosh, WI 53903
(p)920-235-7300
(f)920-235-2011

36. Town of Nepeuskun
37. Town of Green Bay
38. Town of Hortonia
39. Town of Humboldt
40. Town of Green Valley
41. Town of Holland

Town Sanitary Districts

1. Town of Fond du Lac Sanitary District No. 2
2. Town of Fond du Lac Sanitary District No. 3
3. Town of Fond du Lac Sanitary District No. 4
4. Town of Fond du Lac Sanitary District No. 6
5. Town of Calumet Sanitary District No. 1
6. Town of Neenah Sanitary District No. 2
7. Town of Friendship Sanitary District No. 1
8. Town of Empire Sanitary District No. 1
9. Town of Empire Sanitary District No. 3
10. Town of Taycheedah Sanitary District No. 3
11. Mary Lane Area Sanitary District
12. Fish Creek Sanitary District
13. Algoma Sanitary District

Villages

1. Village of Jackson
2. Village of Howards Grove
3. Village of Theresa
4. Village of Mt. Calvary
5. Village of Howards Grove
6. Village of Elkhart Lake
7. Village of Kekoskee
8. Village of St. Cloud
9. Village of Campbellsport
10. Village of Eden

Other Municipal/Governmental Clients

1. Mid-Moraine Municipal Court
2. Fond du Lac Area Outlying Sewer Group
3. Fond du Lac School District
4. Mayville School District
5. Moraine Park Technical College
6. Neenah-Menasha Sewerage Commission



Russell Law Offices, SC

Attorney Nathan Russell
234 South Main Street
Jefferson, WI 53549
Phone: 608.448.3680

Respond to the Sender Directly:
nrussell@russelllawwi.com

January 5, 2025

Mr. Nate Wendelborn, Village Administrator
Village of Newburg
620 W. Main Street
PO Box 38
Newburg, WI 5360

SENT VIA EMAIL ONLY:
nwendelborn@village.newburg.wi.us

Re: Village Legal Counsel

Dear Mr. Wendelborn:

I hope this letter finds you well. As Owner and Managing Partner of Russell Law Offices, SC, I, Nathan Russell, am pleased to submit our proposal to serve as the Village of Newburg's Corporation Counsel.

Since our establishment in 2009, Russell Law Offices, SC ("RLO") has grown into a network of law firms serving communities throughout Southern Wisconsin and Northwest Illinois. With twelve current locations and plans to expand into Dodge, Washington, and Waukesha Counties in the near future, our firm combines the personalized service of local practitioners with the breadth of resources found in larger firms. Our near-term growth trajectory includes adding 2-3 new offices annually for the foreseeable future.

Our team of eleven attorneys, anticipated to grow to over sixteen by the end of 2025, has dedicated the past 15 years to serving clients across Southern Wisconsin. We have significant experience in municipal law, as demonstrated by our role as Corporation Counsel for Lafayette County for more than a decade, as well as our representation of over fifteen townships, five villages and cities, and multiple emergency and fire districts. Our experience spans governance, zoning, real estate transactions, administrative representation, union contract negotiations, intergovernmental agreements, and civil litigation. Notably, we have litigated open meetings law violations and federal cases on behalf of our municipal clients.



Russell Law Offices, SC

Attorney Nathan Russell
234 South Main Street
Jefferson, WI 53549
Phone: 608.448.3680

If selected, your primary legal team would include Attorney Tim Brovold, Attorney Maciej Czerlonko, and myself. Attorney Brovold brings extensive municipal experience including handling zone and prosecution matters. Attorney Czerlonko has quickly integrated municipal law into his practice. Municipal law has been a large focus of my practice since 2009 and I have experience dealing with a wide array of municipal issues. Our firm's structure ensures access to a broad network of specialists as needed, including Attorney Laine Carver, who has significant experience in civil litigation and would assist with large or complex cases.

Our experience aligns with the areas outlined in your RFP:

- RLO attorneys have drafted and amended numerous ordinances and prosecuted a wide variety of zoning violations.
- Our attorneys regularly attend monthly and bi-weekly meetings of our municipal clients either in person or virtually depending on the needs of the client.
- We have experience working with insurance claims and coordination with various insurance carriers.
- The firm also has extensive experience with real estate transactions of all kinds.

By partnering with Russell Law Offices, SC, the Village of Newburg will have access to an experienced, versatile legal team capable of addressing your legal needs comprehensively. Additional details about our services and attorneys can be found at russelllawwi.com.

Compensation and Fee Structure

- **Hourly Rate:** \$225 per hour for municipal services, a discounted rate from our standard fee. We guarantee this rate for a minimum of 24 months.
- **Travel Time:** Billed at half the hourly rate, with mileage reimbursed at the IRS standard rate. Travel will originate from our Jefferson or Waukesha/Washington County office (once opened), whichever is closer. RLO is open to attending meetings in person or virtually depending on your needs. Based on our current Jefferson office location, the cost for us to attend a meeting in person would be roughly \$400 in travel costs.
- **Other Expenses:** Charges for copies (\$0.15/page), postage, and authorized professional services (e.g., surveyors for legal descriptions) will be billed as incurred.

Flat Fees for Real Estate Services

- **Deeds:** \$150 (includes transfer return).
- **Easements:** \$250.



Russell Law Offices, SC

Attorney Nathan Russell
234 South Main Street
Jefferson, WI 53549
Phone: 608.448.3680

For larger volumes or specific projects, we are happy to discuss customized pricing.

Paralegal Rates: \$125 per hour, billed in six-minute increments.

Billing Transparency: Detailed, itemized invoices with the ability to allocate costs to specific City departments if requested.

Based on our current review, we have identified no potential conflicts of interest with our existing clients and the Village of Newburg. A list of a few of our current municipal clients for reference is attached to this document. A complete list is not available as we are not allowed to disclose clients without their approval.

We are excited about the opportunity to serve the Village of Newburg as Corporation Counsel and to support your continued growth and success. Should you desire to speak with us, have any questions or require additional information about this proposal, our services, or our qualifications, please do not hesitate to contact us.

Thank you for your time and consideration.

Sincerely,

Attorney Nathan Russell
Russell Law Offices, SC

Enclosure



Russell Law Offices, SC

Attorney Nathan Russell
234 South Main Street
Jefferson, WI 53549
Phone: 608.448.3680

Sample Client References

1. County of Lafayette
Jack Sauer, Chairman – 608-574-2520
2. City of Shullsburg – Lafayette County
Janelle Schumacher, Clerk – 608-965-4424
3. Town of Decatur – Green County
Allen Schneider, Chairperson – 608-201-3906
4. Town of Buena Vista – Richland County
Floyd Bartow, Jr., Chairman – 608-215-2268
5. Village of Rockdale – Dane County
Alicia Hynes, President – 608-225-8687

This is not a complete list of our municipal clients as we are only able to reference clients who have authorized us to indicate our representation of them.

TO: Nate Wendelborn, Village Administrator
 Village of Newburg
 FROM: Daniel J. Finerty
 RE: Village of Newburg Legal Service Rates
 DATE: January 7, 2025

Below is an outline of our current rates for the services outlined in the Lindner & Marsack, S.C. Submission to the Village of Newburg:

Name	Legal Education	Firm Position	Experience	Hourly Rate
Daniel Finerty	<i>Marquette, 1998</i>	Shareholder; Member, Board of Directors	Employment Law Compliance/Employment Litigation; Labor Relations/Collective Bargaining	\$275.00
Oyvind Wistrom	<i>Marquette, 1995</i>	Shareholder; President, Board of Directors	Employment Law; Litigation	\$285.00
Sean Lees	<i>Marquette, 2015</i>	Associate	Labor and Employment	\$245.00
Alexandra Chepov	<i>Marquette, 2022</i>	Associate	Labor and Employment	\$235.00

Professional fees are billed in increments of tenths of an hour (0.1). Our Firm does not charge for in-house copying, facsimile transmissions, long distance telephone calls, regular U.S. postage, and similar charges, which we consider part of our Firm's overhead costs. Travel time is billed at regular hourly rates plus mileage.

Finally, we are happy to negotiate these rates if doing so leads the Village to enter into a longer-term engagement with the Firm. Frankly, we are more interested in reaching an agreeable rate that will lead to a long-term relationship than the rate itself.



**LINDNER & MARSACK, S.C. SUBMISSION TO
THE VILLAGE OF NEWBURG**

Areas of Law Covered by Submission:

***Labor & Employment Counseling; Labor & Employment Litigation
(as described more fully herein)***

January 7, 2025



Submitted to:

Village of Newburg
Attn: Nate Wendelborn
620 W. Main St.
P.O. Box 50
Newburg, WI 53060
E-Mail: nwendelborn@village.newburg.wi.us

Submitted by:

Daniel Finerty, Shareholder
Lindner & Marsack, S.C.
411 East Wisconsin Avenue, Suite 1800
Milwaukee, WI 53202-4498
Direct: (414) 226-4807
Fax: (414) 273-0522
E-Mail: dfinerty@lindner-marsack.com

1. STATEMENT OF PURPOSE.

Lindner & Marsack, S.C. (“Firm”) is pleased to provide this submission to the Village of Newburg (“Village”). Although the position described in the Request for Proposals for Village Attorney due January 7, 2025, is broader in scope, the Firm’s response is limited to labor and employment-related legal services as outlined below. The Firm is here as a resource for the Village and its representatives when the need arises to consult outside counsel in these areas:

Employment Law Compliance

Supervisor Training to Mitigate Risks of Costly Workplace Disputes

Discipline/Termination Counseling

Americans with Disabilities Act Accommodation

Family and Medical Leave Act Compliance

Return to Work Issues following Worker’s Compensation & Other Protected Leave

Employment Litigation and Dispute Resolution

Public Sector Labor Relations and Collective Bargaining

Daniel Finerty, *Marquette University Law School*, 1998, Shareholder and Member of the Firm’s Board of Directors, will be the Village’s main point of contact and will always either handle or supervise work being performed. The Village will have Finerty’s e-mail, direct office line, and mobile phone should the need for discussions arise after hours. Finerty’s current and active clients include the Wisconsin Economic Development Corporation, the County of Outagamie, the County of Kenosha, and the City of Milwaukee. In the past, Finerty has handled matters of substance for Jefferson County, Grant County, the Green Bay Area Public School District, and the City of Marinette.

Should additional high-level assistance be required, or if Finerty is not able to assist in a timely manner, Oyvind Wistrom, *Marquette University Law School*, 1995, will be available for consultation and advice. Wistrom has handled public sector matters for the Firm’s main clients, the Wisconsin Counties Mutual Insurance Company and the Community Insurance Company, for more than 20 years and, in that time, maintains a perfect record of wins in matters taken to the U.S. Court of Appeals for the Seventh Circuit.

Should assistance be necessary and provide an opportunity to reduce costs while still providing excellent work product, Sean Lees, *Marquette University Law School*, 2015, or Alexandra (Sasha) Chepov, *Marquette University Law School*, 2022, may be asked to assist.

A few examples of the matters Finerty has handled for clients above include:

1. Addressing performance issues. A client's employee, during a discussion of performance-related failures, related that she had an appointment to see a doctor for a learning disability in one case and depression in another. Finerty worked with legal and in-house human resource personnel to assist them in carrying out justified discipline while attempting to provide accommodation and engage in the interactive process at the same time.
2. Addressing failure to provide reasonable accommodation allegations. In one matter, a former temporary employee filed an Equal Rights Division (ERD) complaint against the County and the provider of temporary personnel, a matter which eventually went to federal court. After the employee's termination-based claim was dismissed because the employee failed to exhaust administrative remedies, Finerty defended the client from the employee's claim that the client failed to reasonably engage in the interactive process due to the delay it took the client to interact with other levels of government to verify software coordination, a process which took about 4 weeks and was reasonable. In another matter, a former corrections officer filed an ERD claim against a client claiming that the employee's termination because the employee could no longer fulfill the job-related duties of the position due to inability to climb the stairs in the client's jail facility was discriminatory based upon a disability and reflective of the client's failure to engage in the interactive process. Finerty engaged in the mediation process with county officials and successfully resolved the claim in the early stages of litigation, thus saving defense costs. Finally, Finerty worked with legal and human resource personnel to navigate the termination of employee who was unable to return to work from leave for cancer treatment because, after several requests for a return-to-work date, the employee's doctors would not provide a return-to-work date or even predict when a return to work might be possible in the next several months. After termination, the employee filed an ERD complaint, which was dropped after the Division found no probable cause to believe disability discrimination or failure to accommodate a disability had occurred. No federal court litigation was initiated.
3. Family and Medical Leave Act compliance. Finerty assisted a client switching from a rolling year system to a calendar year system for administration of their FMLA leave benefits. The transition went smoothly, even with two employees then currently on leave, and no claims were filed related to the successful transition.
4. Harassment. After an employee who had previously claimed harassment leading to a supervisor's termination again claimed harassment in terms of advancement and an alleged hostile work environment, Finerty assisted human resource personnel, in cooperation with

legal, in investigating the allegations. After the allegations were not substantiated and the result was shared with the employee and counsel to the employee, the employee was offered and accepted an offer to return to work.

5. Discrimination. After a job offer was made to an applicant, criminal charges against the applicant were revealed through a third-party source. After the charges were verified as pending, the application revealed that the charges had been pending when the employee applied and failed to disclose the pending charges, which the application requested. After determining the failure to disclose amounted to falsification, the applicant was advised the job offer was rescinded.

The matters Finerty has handled for public sector and private sector clients range from federal court litigation matters relating to the Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, the Family and Medical Leave Act, the Fair Labor Standards Act and other laws to ERD matters relating to alleged age discrimination, race discrimination, disability discrimination and other matters including worker's compensation unreasonable refuse to rehire claims under WIS. STAT. § 102.35(3). More specifically, Finerty and Wistrom regularly defend employment litigation claims in the Western District of Wisconsin federal district court (Walworth and Jefferson Counties are within the Western District), the Eastern District of Wisconsin, the U.S. Court of Appeals for the Seventh Circuit, the Wisconsin Supreme Court, the Wisconsin Courts of Appeal, tribal courts, circuit courts and other federal and state courts across the United States. The two also represent clients before various administrative tribunals throughout Wisconsin in labor, employment and worker's compensation defense matters, including litigating on clients' behalf before the Department of Workforce Development agencies, the U.S. Equal Employment Opportunity Commission, the U.S. Department of Labor, and in state, federal, and tribal courts across Wisconsin and the nation.

On a day-to-day basis, Finerty and Wistrom counsel both clients with regard to state, federal and local compliance issues such as the development of employment policies and handbooks, employee discipline and discharge, development and evaluation of wage and hour practices/Fair Labor Standards Act compliance, negotiation of employment agreements and severance agreements, design and implementation of effective drug testing programs, affirmative action plans, management of employee leaves of absence/FMLA and ADA compliance (often in conjunction with worker's compensation leave), investigation of and/or guidance on proper investigation of employee complaints, provide disciplinary and pre-termination counseling, litigation avoidance strategies and employee and supervisory training on sexual harassment and leadership-related topics.

Aside from litigation, both Finerty and Wistrom take the time to discuss litigation matters with their public sector and other clients to keep them informed at each stage, to ensure that they can decide what options are preferable for their relative constituencies, to create a general outline and “game plan” targeted at what success looks like for them, and to execute that plan towards successful resolution. That “game plan” is always subject to change as conditions change for any reason determined by the client.

That said, prior to an actual dispute being filed in a formal setting, Finerty and Wistrom, as a rule (not an exception), regularly engage in negotiation of employment disputes with current and former employees whether an employee appears *pro se* or by counsel. These negotiations generally entail the development of an effective, persuasive story that speaks directly to the dispute and any circumstances that may be dispositive of the employee’s alleged dispute as well as an attempt to find common ground in order to obtain a beneficial resolution. The goal of these early negotiations – resolution of a dispute and securing an early release of claims – is generally more cost-effective under the circumstances than allowing a dispute to proceed through the system where it may drain essential financial resources that can be attributed to other key areas of concern. In addition, Finerty and Wistrom know and understand that strong negotiations from a place of strength that lead to an effective release of claims allows the Firm’s quasi-public and public sector clients to get back to their core mission.

Other examples of recent employment litigation matters Finerty and Wistrom have handled for public sector and quasi-public sector entities include the following:

Public: *Opalescent v. Manpower US Inc. and the County of Outagamie.*, Case No. 22-C-1118 (E.D. Wis. Apr. 16, 2024) (denying the Plaintiff’s second motion for extension of time for discovery and for protective order, granting the County’s motion to compel Plaintiff’s deposition, granting motion to deem Plaintiff’s failure to respond to requests for admission to be facts deemed admitted, granting the County’s motion for attorney’s fees and costs, and warning Plaintiff that if the conduct continued the case would be dismissed); *Opalescent v. Manpower US Inc. and the County of Outagamie.*, Case No. 22-C-1118 (E.D. Wis. Feb. 15, 2024) (ordering Plaintiff to respond to the County’s outstanding discovery requests within ten days of the date of the order); *Opalescent v. Manpower US Inc. and the County of Outagamie.*, Case No. 22-C-1118 (E.D. Wis. Mar. 30, 2023) (decision and order dismissing Plaintiff’s constructive discharge claim against Defendants because ERD complaint only presented facts consistent with allegations that Defendants failed to reasonably accommodate her disability but did not contain any allegations that she was constructively discharged); [*Henderson v. City of Madison*](#), 2024 U.S. Dist. LEXIS 20565, 2024 WL 418737 (W.D. Wis. Feb. 5, 2024) (granting the City’s Rule 12(b)(6) motion to dismiss after former officer was issued a *Brady* letter after resigning his employment based on the

City's determination that the officer was dishonest in connection with his law enforcement duties because defamation, even if shown, is not enough to invoke the procedural safeguards of the Fourteenth Amendment and because it was impossible for the plaintiff to show that he were deprived of a constitutionally protected liberty interest due to his resignation); [*Kressin v. Jokala*](#), 2024 U.S. Dist. LEXIS 14534, 2024 WL 307490 (W.D. Wis. Jan. 24, 2024) (granting the City's Rule 12(b)(6) motion to dismiss on the same basis as in *Henderson*); [*Oconomowoc Area School District v. Gregory L. Cota*](#), 2024 WI App 8, App. No. 2022AP001158 (Ct. App.) (pending review) (holding the District's termination of the complainants based upon civil, municipal charge information it received did not constitute unlawful employment discrimination in violation of the "arrest record" provision of the Wisconsin Fair Employment Act, which reversed the circuit court and ordered remand to LIRC to dismiss on the merits); *Ho-Chunk Nation Legislature v. Gerald Cleveland, Sr.*, Case No. SU 19-06 (Ho-Chunk Nation Supreme Court Case, Mar. 29, 2021) (reversing Trial Court holding that declaratory relief was proper, finding that the appellee Legislature had not presented a justiciable controversy for adjudication and did not have standing to sue the client former Chair of the 2017 Ho-Chunk Nation General Council Meeting for alleged procedural errors committed during the meeting); [*Robles v. Green Bay Area Public School District*](#), Case No. 12-C-1172 (E.D. Wis. Apr. 15, 2014) (dismissing race discrimination claim by former teacher on summary judgment as employee submitted no admissible evidence that would undermine the Defendant's assertion that she was not meeting its legitimate expectations and could not meet *prima facie* burden) *aff'd* [*Robles v. Green Bay Area Public School District*](#), App. No. 12-C-1172 (7th Cir. Apr. 14, 2015) (unpublished) (per curiam); *Robles v. Green Bay Area Public School District*, Case No. 12-C-1172 (E.D. Wis. Oct. 17, 2013) (granting Rule 37 sanctions and reimbursing in part defendant's costs of appearing at a deposition skipped by plaintiff's counsel who took a last minute vacation to Wisconsin Dells); *Madison City Attorneys Association (MCAA) Local 4562, AFT-W, AFL-CIO v. The City of Madison*, Case AP M-075 (Arb. Marvin Hill Dec. 31, 2012) (prevailed on the City's behalf in two cases that reaffirmed the rights of a public sector employer to implement economically motivated layoffs for budgetary reasons under the Wisconsin Supreme Court's *City of Brookfield* decision); *Wisconsin Council, AFSCME, AFL-CIO, and its affiliated locals 2085, Richland County Courthouse Employees and 2085-C, Richland County Professional Employees v. Richland County*, [*Dec. No. 33079-A*](#) (Nielsen, Aug. 1, 2011) (Furloughs) *aff'd* [*Dec. No. 33079-B*](#) (WERC Aug. 30, 2011) (affirming County's right to impose economically-necessary layoffs upon bargaining units in the face of unprecedented economic challenges in line with the *City of Brookfield* decision).

Quasi-Public: *McGee v. Oshkosh Defense, LLC et al.*, W.D. Wis. Case No. 18-cv-705-wmc (Oct. 28, 2019 (opinion and order dismissing Plaintiff's complaint that the Wisconsin Economic Development Corporation (WEDC) violated the Americans with Disabilities Act ("ADA") when it failed to hire him, in failing to hire him and violated his federal and state law

Lindner & Marsack, S.C. Submission

rights by conspiring to steal his innovations and inventions, sexually assaulting him, threatening him, retaliating against him, and defaming him because he failed to file a Notice of Claim against WEDC as a “political corporation” as required by WIS. STAT. § 893.80(1d) and because his allegations also fail to state a claim for an ADA violation due to his failure to file an EEOC charge against WEDC in the first instance); *Hauser-Wallace v. Wisconsin Economic Development Corp.*, ERD Case No. CR201800146 (ERD, Sept. 28, 2019) (complainant withdrew claims that WEDC refused to reasonably accommodate a disability, discriminated against her in compensation because of disability, discriminated against the Complainant in terms or conditions of employment because of disability, and terminated her employment because of disability filed after the Complainant was unable to return to work, unable to provide a return-to-work date, or obtain any medical release or estimation of when such release may be issued).

Additional examples are available upon request.

Worker’s Compensation Defense.

Finerty and Wistrom regularly represent employers defending WIS. STAT. § 102.35(3) claims filed by employees who have either been terminated, lost hours, experienced a wage decrease or other job change following return to work from a workplace injury. These claims are not insurable through the Village’s worker’s compensation carrier and must be defended by the Village.

Should the Village wish to extend this relationship to provide legal advice, counsel, or representation in underlying worker’s compensation matters, we are happy to discuss such an arrangement.

2. GENERAL INFORMATION.

For over 100 years, the Firm has been engaged by large and small public sector entities at all levels to provide winning strategies to solve our clients’ most pressing legal challenges within its sole area of expertise, Labor and Employment law, its singular focus. Among the recognition that the Firm has received for its work with the clients that have entrusted us to handle their legal challenges include:

- Six Lindner & Marsack, S.C. attorneys rated *AV Preeminent* by [Martindale-Hubbell](#).
- For 2024, Finerty was rated a Martindale-Hubbell *Client Champion*.
- Lindner & Marsack, S.C. has been recognized among the [Best Law Firms](#) with a National Ranking in *Appellate Practice* and a Regional Ranking in *Appellate Practice, Employment Law–Management, Labor Law–Management, Workers' Compensation Law–Employers* and *Litigation–Labor & Employment*.

Lindner & Marsack, S.C. Submission

- Six Lindner & Marsack, S.C. attorneys recognized as [Best Lawyers](#) in the noted practice areas.
- Lindner & Marsack, S.C. attorneys are regularly recognized as *SuperLawyers* or *Rising Stars* by [SuperLawyers Magazine](#).
- Lindner & Marsack, S.C. has been recognized by [Chambers and Partners](#) for more than 14 years as a “[s]trong labor and employment boutique” and its strong “capabilities in employment disputes, regularly acting on behalf of public sector clients” in addition to Chambers’ specific recognition of Wistrom for the last 6 years.

These accolades stand testament to the strength of the Firm’s client relationships and the laudable results the Firm achieves for its clients achieve every day. Government entities, businesses and organizations need, and rightly expect a legal partner who can achieve results efficiently and cost-effectively. The Firm approaches every labor and employment law matter and every client with this simple premise by regularly providing viable alternatives, considering the business and legal support for each, and not hesitating to provide a “gut” feeling on the options, from best to least, in an unbiased manner in order to guide decision-making while realizing it is not our role to be the decision-maker. In this way, the Firm commits to its clients, and to the Village, that it will:

- ☒ Provide a road map of solutions to the Village’s most pressing challenges in each individual matter in order to define the route, assess the costs and risks, and assist the Village in deciding on a course of action and, in the end, reaching their goal(s), whether early resolution or an ultimate victory.
- ☒ Save money for the Village through a proactive, preventive approach. While the Firm is proud of the numerous court victories its attorneys have achieved, it is the millions of dollars saved by the Firm’s clients through appropriate training, planning and pre-termination assessment that makes litigation unnecessary. That proactive approach drives the Firm’s attorneys every day.
- ☒ Provide a team of labor and employment law attorneys who are superb communicators and know when to speak as well as when to listen.
- ☒ Work with the Village’s insurance partners and other professional advisors, always keeping in mind that the central focus must be providing cost-effective, timely, and coordinated advice.
- ☒ For those cases that cannot be resolved, the Firm commits to aggressively litigate to win while taking advantage of strategic opportunities to seek cost-effective resolutions when it is to the Village’s advantage.

Lindner & Marsack, S.C. Submission



When providing these legal services, we are happy to work with internal personnel employed by the Village or, as necessary, insurance adjusters for claims arising under any insurance coverage available to the Village, such as Employment Practice Liability Insurance coverage, if applicable.

3. SERVICES TO BE PROVIDED.

The Firm is well-equipped to provide all the labor and employment-related legal services with regard to the specific practice areas outlined above, including the coordination with any insurance carriers as may be necessary throughout our work, something we do virtually every day for our other public sector clients.

If the Firm cannot handle an employment-related litigation matter or any other work, for some unknown or unanticipated reason, we commit that we will ensure the names of at least three (3) experienced, qualified attorneys (not firms) with public sector experience and legal expertise to assist are provided. The Firm is happy to modify the attorneys who are included in this response to accommodate, as necessary.

4. RESPONSIBLE ATTORNEY, MUNICIPAL CLIENTS, AND FEE SCHEDULE.

A. Responsible Attorney. Daniel Finerty will be the responsible attorney and single point of contact for the Village, including assignment of legal work, billing issues and/or other issues that may arise during the course of our relationship. Daniel, a Shareholder and Member of the Board of Directors with Lindner & Marsack, S.C., with almost 26 years of experience, has been with the Firm since 2012:

Daniel Finerty
Lindner & Marsack, S.C.
411 E. Wisconsin Ave., Suite 1800
Milwaukee, WI 53202-4498
Direct: (414) 226-4807
Mobile: (414) 232-7992
E-Mail: DFinerty@lindner-marsack.com

Authorized officials for the Village will be provided with direct phone lines, e-mail addresses and mobile phones for all the attorneys included in this Response. Background and biographical information for all four attorneys are attached to this Response, all of whom are duly licensed to practice law in Wisconsin.

Mr. Finerty will communicate regarding potential costs and the attorney who would be most effective at timely and cost-efficient completion of any assigned work. He may ask other attorneys to get involved due to a defined need for a particular area of expertise, an hourly rate that is comparatively lower to accomplish some defined task or set of tasks that may be more time-consuming but require comparatively less experience or an additional attorney or attorneys to handle an increased workload and/or a particular project. These attorneys include Oyvind Wistrom, Sean Lees, and Alexandra Chepov. A copy of biographical sketches for the referenced attorneys and our firm resume is attached for your convenience.

B. Current Municipal Governmental Clients. We represent and have represented many municipal clients from cities and villages to counties and large school districts.

i. **Wisconsin Economic Development Corporation**. The Firm has provided employment litigation defense and other employment law counseling and advice to this quasi-governmental body since it was selected in an RFP process in 2016 and re-selected in 2019 over 4 other competing firms for Employment Law. Contact: Jennifer Campbell, Chief Legal Officer, (608) 210-6811. E-mail: Jennifer.campbell@wedc.org

ii. **Wisconsin Municipal Mutual Insurance Company (WMMIC)**. The Firm has been engaged as defense counsel in litigation of various employment litigation claims for Jefferson County, Kenosha County, La Crosse County, Outagamie County, and St. Croix County since 2015. Contact: Jackie Kaul, AINS, AIC, CCP, Senior Liability Claim Representative. Phone: (608) 229-6819. Email: jkaul@wmmic.com.

iii. **Wisconsin Counties Mutual Insurance Company/Community Insurance Company (WCMIC/CIC)**. These entities provide insurance for 52 of the 72 counties in Wisconsin and numerous municipalities and school districts throughout the state. Our Firm has provided pre-loss claim support and defense litigation of all labor and employment related claims for the majority of their insureds. The Firm has provided legal services to both WCMIC and CIC for 20+ years. Contact: Dave Bisek, Senior Vice President Claims & Litigation Management, Aegis Corporation. Phone: 262-781-7020. Email: dave@aegis-wi.com.

iv. **Kenosha County**. The Firm provides employment compliance counseling and support for the County since 2019 in addition to providing employment litigation defense through its insurance carrier, WMMIC. Contact: Jennifer Kopp, First Assistant Corporation Counsel, Kenosha County Corporation Counsel's Office. Phone: (262) 925-8021. Email: jennifer.kopp@kenoshacounty.org.

v. **Outagamie County.** The Firm has provided the County with employment litigation defense through its insurance carrier, WMMIC, in a number of matters since 2016. Contact: Kyle Sargent, Corporation Counsel, Outagamie County. Phone: (920) 832-1522. Email: kyle.sargent@outagamie.org.

vi. **City of Milwaukee.** The Firm was retained to handle an ERD matter filed against the Office of the City Attorney by the Judiciary and Legislation Committee, a matter which was successfully resolved. Contact: Robin Pederson, Deputy City Attorney, City of Milwaukee. Phone: (414) 286-2676. Email: rpederson@milwaukee.gov.

Over time, the Firm also represented the following public sector employers in labor and employment matters:

- | | |
|--|---|
| ☒ Clark County | ☒ City of Lodi |
| ☒ Calumet County | ☒ City of Milwaukee |
| ☒ Jefferson County | ☒ City of Sheboygan |
| ☒ Manitowoc County | ☒ City of Waukesha |
| ☒ Marinette County | ☒ Village of Bayside |
| ☒ Milwaukee County | ☒ Village of Brownsville |
| ☒ Polk County | ☒ Village of Fox Point |
| ☒ St. Croix County | ☒ Village of Menomonee Falls |
| ☒ City of Beaver Dam | ☒ Orfordville Fire District |
| ☒ City of Milwaukee | ☒ Town of Beloit |
| ☒ City of Horicon | ☒ Beloit Fire Department |
| ☒ City of Hurley | ☒ North Shore Fire Department |

If necessary, contacts can be provided for these limited engagements.

C. Fee Schedule. A fee schedule is provided along with this submission. Should the Village wish to extend our engagement to include Worker's Compensation defense or include any other attorneys within the Firm into this engagement, we are happy to provide additional information upon request and/or modify this engagement as necessary. Further if the Firm can differentiate itself by negotiating these hourly rates, we are happy to discuss and try to reach an accommodation that works for the Village.

The proposed rates are based on the traditional hourly arrangement where work is done, billed the following month and paid as agreed. We are willing to extend a percentage discount for payment within 30 days to be discussed. Should the Village wish to provide a retainer against

services to be billed, we may agree to a further rate reduction dependent upon the amount of the retainer that would be deposited into the Lindner & Marsack, S.C. Client Trust Account.

Regardless, work would be performed and billed as normal. The Village then would have 5 days from receipt of an invoice to review any invoiced amounts and, if a dispute arose regarding certain charges, we would not deduct those charges from the retainer until a dispute was resolved. However, if no dispute arose, which we expect, we would have the right to deduct the invoiced amounts. Any retainer paid to the Firm would be credited toward services to be performed – we don't need a retainer to hold the Village's place in our system and ensure that we can respond in a timely fashion.

5. ADDITIONAL INFORMATION

A. Scope and Cost of Services. For clarity and budget predictability, Lindner & Marsack, S.C. offers the following in addition to the foregoing outline of its services:

i. *Regular E-Alerts*. The Firm regularly issues E-Alerts on breaking Labor, Employment and Worker's Compensation related topics including, more recently, the Pregnant Workers Fairness Act, the Department of Labor changes to the annual salary threshold for Executive, Administrative, and Professional employees as well as Highly Compensated Employees and the Federal Trade Commission's attempt to outlaw non-competition agreements in employment. This webinar was on Thursday, May 23, 2024. We would be happy to specifically tailor any presentation for the Village, complimentary, and present a second time at the site of your choosing for a sponsored breakfast meeting or a "brown bag" lunch session.

ii. *Training*. To add value, if the Village needs training for employees on sexual harassment prevention, training for management personnel on how to properly conduct performance reviews or other labor or employment-related topics, we are happy to work with the Village in order to ensure that we are able to do so in an efficient and cost-effective way.

iii. *Alternative fee arrangements*. We are happy to discuss mutually advantageous flat fee arrangements to handle regular, predictable work within the scope of this response in order to ensure the Village obtains an acceptable level of budgetary predictability that is essential in the public sector while also ensuring the work is completed by its trusted outside partner.

iv. *Rate reductions*. If selected, and the Firm is able to lock in these rates for a period of two to three years, we may offer a percentage reduction off our regular hourly rates for fees in a calendar year once work that is billed and paid above an agreed threshold or, alternatively,



provide a credit for outstanding invoices paid inside a 30-day window.

6. TERMS AND CONDITIONS.

All attorneys that will perform work assigned by the Village will be licensed by the State Bar of Wisconsin and have not been the subject of any disciplinary proceedings by the Office of Lawyer Regulation or any other regulatory body.

The Firm maintains the following insurance policies: Lawyers Errors & Omissions (QBE Insurance Corporation, 07/1/2024-07/1/2025); General Liability/Auto: Travelers Property Casualty Company of America (10/1/2024-10/1/2025); Workers Compensation (Employers, 10/1/2024-10/1/2025); and Cyber Insurance (Cowbell, 08/11/2024-08/11/2025). Declaration pages for these policies can be provided upon request.

The Firm agrees that, in connection with the performance of work under this contract, it will not discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, as required by federal and Wisconsin law.

Conclusion

In the preparation of this response, the Firm made a specific decision *not* to include numerous attorney biographies and Firm marketing materials that will likely make other firms' submission to the RFP much heavier. Our submission is solely targeted to provide specific responses with regard to labor and employment-related areas. We respect our clients' time – it is how we practice each day.

We thank you in advance for consideration of this proposal. If you have any questions regarding this submission, please contact Daniel Finerty via e-mail at dfinerty@lindner-marsack.com or by phone at (414) 226-4807.



Daniel Finerty is a Shareholder with the Firm who concentrates his legal practice on representing and counseling private and public sector clients in labor and employment law and compliance matters in front of administrative agencies, federal and state courts and in labor arbitration. Daniel has represented Wisconsin counties and cities as well as private sector employers in long-term care, healthcare, hospitality, transportation, construction, manufacturing, the service sector and other industries. As an Employment Attorney, he has handled litigation matters involving Title VII, the Fair Labor Standards Act, the Age Discrimination in Employment Act, the Family and Medical Leave Act, the Occupational Safety

and Health Act, the Wisconsin Fair Employment Act, as well as other federal, state, local law and tribal ordinances.

He regularly works with, or at the request of, his clients' Employment Practice Liability Insurance carriers with whom he has positive working relationships, achieving the best outcomes possible in a cost-effective manner while stressing the high client service ideals of his EPLI carrier partners. He has also represented several agencies of various Tribal Nations, their business entities and Employment Practice Liability Insurance carriers in employment disputes arising under tribal ordinances, in constitutional disputes and related litigation in tribal court and other disputes arising under tribal law.

Daniel prides himself on achieving his clients' most important goals through his strong written and verbal advocacy as well as his skilled negotiation to cost-effectively resolve claims. He recognizes that clients see value in both a complete "win" against a litigious employee as well as a successful, cost-effective resolution of a contentious matter.

**BAR ADMISSIONS - STATE AND
FEDERAL COURTS:**

- Wisconsin, 1998
- Illinois, 2023
- U.S. District Court, Eastern District of Wisconsin, 1998
- U.S. District Court, Western District of Wisconsin, 1998
- U.S. Court of Appeals for the Seventh Circuit, 1999
- U.S. District Court, Northern District of Illinois (Trial Bar), 2013
- U.S. District Court, Central District of Illinois, 2022

EDUCATION:

- Marquette University, J.D., 1998
- University of Wisconsin – Madison, B.A., 1994.
Major: Political Science and Spanish

MEMBERSHIPS:

- Defense Research Institute – Employment and Labor Law Committee and Native Nations Law Task Force
- Wisconsin Defense Counsel
- State Bar of Wisconsin – Labor and Employment and Indian Law Sections
- Metropolitan Milwaukee Society for Human Resource Management (MMSHRM).
- SRKA - SHRM Racine/Kenosha Area Chapter

RECOGNITIONS/AWARDS:

- Wisconsin Defense Counsel 2023 Publication Award for Defending Native American Clients and Their Carrier Partners – The Impact of Wisconsin’s Tribal Gaming Compacts, *Wisconsin Civil Trial Journal*, Vol. 20, No. 2 (Summer 2022)
- Rated *AV Preeminent* by Martindale Hubbell
- Recognized among the *Best Lawyers in America* in Appellate Practice every year since 2010
- Recognized as a *Super Lawyer* five times by Wisconsin *Super Lawyers Magazine*
- Recognized as a *Rising Star* five times by Wisconsin *Super Lawyers Magazine*



Oyvind Wistrom, a Shareholder and President of the Firm's Board of Directors, has practiced his entire legal career in the field of labor and employment law with the Firm. His current practice is focused primarily on the litigation of employment claims, equal employment matters, and the development and oversight of personnel policies and procedures.

Mr. Wistrom also devotes a significant portion of his law practice to counseling private companies and municipal corporations in various employment matters, including discharge and discipline issues, employment contract matters, wage & hour disputes, reductions in force/severance matters, discrimination/retaliation, harassment, family and medical leave (FMLA) issues, as well as individual rights and responsibilities in the workplace.

Mr. Wistrom has successfully litigated innumerable discrimination and other alleged unlawful employment claims before various

state and federal courts, as well as numerous administrative agencies. He has served as first chair in several state and federal civil trials, but seeks to avoid trial when possible. To that end, he has obtained summary judgment for defendants in more than 30 employment discrimination/civil rights lawsuits and has defended appeals of those favorable employment decisions before the Seventh and Eleventh U.S. Circuit Courts of Appeal. He has also prosecuted and defended restrictive covenant matters in Wisconsin and across the United States involving non-competition agreements, non-solicitation agreements and confidentiality/non-disclosure agreements. With his extensive background in labor and employment law, Mr. Wistrom is a frequent speaker on various employment related topics and is actively engaged with numerous local human resource organizations and charitable organizations.

BAR ADMISSIONS:

- Wisconsin, 1995
- U.S. Court of Appeals for the Seventh Circuit, 1995
- U.S. Court of Appeals for the Eleventh Circuit, 2013
- U.S. District Court for the Eastern District of Wisconsin, 1995
- U.S. District Court for the Western District of Wisconsin, 1995
- U.S. District Court for the Northern District of Illinois, 2003
- Various other pro hac vice admissions

EDUCATION:

- Marquette University Law School, J.D., 1995
Cum laude
- U.W. Madison – Madison, B.S., 1992
Major: Political Science and Behavioral Science & Law
Certificate in Behavioral Science & Law

MEMBERSHIPS:

- State Bar of Wisconsin
- American Bar Association
- Kenosha Area Business Alliance (KABA)
- Human Resource Management Association of Southeast Wisconsin, Inc.
- Eastern District of Wisconsin Bar Association
- SHRM, including the Milwaukee based MMSHRM
- Serjeant's Inn

RECOGNITIONS/AWARDS:

- Chambers USA
- AV rated by Martindale Hubbell
- SuperLawyer by Milwaukee Magazine/Law & Politics (2009-present)
- "Rising Star" by SuperLawyers (2006-2008)



Sean E. Lees is an associate at Lindner & Marsack, S.C., who strives to protect his clients' interests by providing practical legal advice in labor and employment matters. His practice covers a broad range of issues, including employment discrimination

defense, collective bargaining, and labor arbitration. Prior to joining Lindner & Marsack, Mr. Lees focused primarily on labor and employment law in his work representing public sector unions throughout Wisconsin. In addition to his labor work, Mr. Lees gained significant experience litigating civil cases at the circuit court level and successfully represented clients in cases before the Wisconsin Supreme Court. Mr. Lees now focuses on helping management assess risk and navigate complex legal issues to make the best decision possible in each situation.

Prior to attending law school, Mr. Lees played Division I college football at Wofford College in Spartanburg, South Carolina. This experience taught him valuable lessons about teamwork and dedication that he uses to help his clients when challenging situations arise.



BAR ADMISSIONS:

- Wisconsin, 2015
- U.S. District Court for Eastern District of Wisconsin, 2015
- U.S. District Court for Western District of Wisconsin, 2015

EDUCATION:

- Marquette University Law School, J.D., 2015 (cum laude)
- Wofford College – Spartanburg, SC
Major: Government (B.A.)
NCAA Division I Football



Alexandra S. Chepov is an attorney at Lindner & Marsack, S.C. whose practice is dedicated to providing employers with comprehensive legal advice and rigorous representation in labor and employment matters. Ms. Chepov represents and defends employers in a wide variety of labor and employment issues, including: wage and hour (FLSA), employment discrimination, harassment and retaliation (Title VII, ADA, ADEA), family and medical leave (FMLA), restrictive covenant agreements (non-competition, non-solicitation, confidentiality), severance agreements, business immigration and general labor relations disputes.

Coming from a family of business owners, Ms. Chepov understands the value of implementing state-of-the-art employment policies and maintaining proper employment practices to avoid litigation. Aside from navigating employers through the complexities of litigation, a fundamental component of Ms. Chepov's practice is working proactively with employers of all sizes to customize employment practices and policies that best promote their business interests and objectives.

Prior to joining Lindner & Marsack, S.C., Ms. Chepov gained valuable experience as a law clerk, particularly with respect to general litigation and labor union representation. Ms. Chepov received her Bachelor of Arts in Political Science from the Indiana University – Bloomington. Ms. Chepov received her Juris Doctor from Marquette University Law School. While in law school, Ms. Chepov served as the President of the Moot Court Executive Board, participated in the honor's moot court competition, and competed in the national labor and employment moot court competition.

BAR ADMISSIONS:

- Wisconsin, 2022
- U.S. District Court for the Eastern District of Wisconsin, 2022

EDUCATION:

- Marquette University Law School, J.D., 2022
 - Dean's List (2021 and 2022)
 - Thomas More Law Scholarship Recipient
 - Moot Court Executive Board
 - Jewish Law Student Association
 - Marquette Trial Lawyers Association
- Indiana University – Bloomington, B.A.,
Major: Political Science
Minor: Slavic Language and Literature
 - Dean's List (2018)
 - Pi Sigma Alpha (National Political Science Honor Society)
 - Zeta Tau Alpha Fraternity

MEMBERSHIPS AND ACTIVITIES:

- State Bar of Wisconsin
- Eastern District of Wisconsin Bar Association

Village of Newburg, Wisconsin

Resolution 2025- XX[01]

Resolution Modifying the Employee Handbook Health Insurance Stipend

WHEREAS, the village handbook outlines the policies and procedures for employment with the village, and

WHEREAS, the current handbook allows for health insurance premiums to be supplemented by the village for current full time employees or other cases based on board discretion, and

WHEREAS, the rate of premiums change annually which makes it difficult to budget which can be simplified by putting a limit on the payments, THEREFORE

BE IT RESOLVED, that beginning January 1st 2025, the handbook include the following verbiage in the Health Insurance section:

“Health Insurance Supplement payments are to be limited to a total of \$7200/ year for individual coverage to be paid at equal bi-monthly intervals of \$300. The rate for a family coverage will follow the previously outlined formula. Payments are eligible for HSA tax free implications up until their respective limits, at which time the remaining balance will be subject to employment and income taxes. This policy will remain in effect until such time that the Village of Newburg begins offering Health Insurance to full time employees.”

Passed and adopted by the Village Board of the Village of Newburg, Washington and Ozaukee Counties, Wisconsin, this 23rd day of January 2025.

David DeLuka, Village President

Brandy Loveland Seelow, Clerk



To: Board of Trustees
From: Jeff Thoma
Date: 01/16/2024
Re: Departmental updates

Building Inspector

- Last year (2024) 58 permits issued with 5 new housing starts.
 - Two of them have been occupied and 3 under construction.
 - The house on pheasant lane is all framed up and they are staring with the roughs inside (plumbing, electrical, HVAC).
 - The two houses on steeple only at the foundation stages.
- This year (2025) 2 permits have been issued.
- I am currently working on revising all the permit forms and an update fee scheduled.

Thank you,
Jeff



To: Board of Trustees
From: Chief Michael Foeger
Date: January 16, 2025
Re: Departmental Update for January 23, 2025 BOT Meeting

1. Two officers responded to the incident with the truck driving through the cemetery on January 10
2. Newburg Police Department Activity Report

**NEWBURG POLICE DEPARTMENT ACTIVITY
DECEMBER 2024**

Incident Type	Total
Ambulance Request	2
Assistance - All Others	2
Municipal Ordinance Violation	1
Property Check	50
Public Relations	1
Sexual Assault	1
Traffic Enforcement	15
Traffic Stops	11
TOTAL	83

Village of Newburg
Balance Sheet
As of December 31, 2024

Dec 31, 24

ASSETS

Current Assets

Checking/Savings

11000 · Cash & Marketable Securities XX

11110 · Checking-Operating-SBN #104766 35,686

11111 · Checking-Payroll-SCU #1857 12,539

11112 · Checking-Taxes-SCU #5676 295,930

11113 · Checking-Main St Revit-SBN#5696 21,131

11121 · Savings-SCU #5896 353,735

11124 · Savings - SCU - Main St #7067 130,579

11800 · Petty Cash 180

Total 11000 · Cash & Marketable Securities XX 849,780

11330 · LGIP - WWTP Upgrade 866161-04 400,019

Total Checking/Savings 1,249,799

Accounts Receivable 3,330

Other Current Assets

15000 · Due From (To) Sanitary Fund 67,538

Total Other Current Assets 67,538

Total Current Assets 1,320,667

Fixed Assets

18000 · Fixed Assets 3,218,137

Total Fixed Assets 3,218,137

TOTAL ASSETS 4,538,804

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable 22,574

Credit Cards

21215 · Chase Business - 2912 2,018

21220 · Casey's Business Card 972

Total Credit Cards 2,990

Other Current Liabilities

21500 · Payroll Deductions Payable 6,236

23400 · Advanced Tax Collections

23425 · December

23426 · Washington County 238,139

23427 · Ozaukee County 66,423

Total 23425 · December 304,562

Total 23400 · Advanced Tax Collections 304,562

24000 · Due to Other Governments

24300 · Due to Counties (416)

Total 24000 · Due to Other Governments (416)

Total Other Current Liabilities 310,382

Village of Newburg
Balance Sheet
As of December 31, 2024

	Dec 31, 24
Total Current Liabilities	<u>335,946</u>
Total Liabilities	<u>335,946</u>
Equity	
32000 · Investment in Gen. Fixed Assets	3,218,137
34000 · Fund Balances	
34100 · Fund Balances - Reserved	
34110 · Reserve - Transportation Fund	131,280
34120 · Assigned - Com Ctr Grants	<u>2,595</u>
Total 34100 · Fund Balances - Reserved	<u>133,875</u>
34200 · Fund Balances - Mgmt Designated	420,688
34300 · Fund Balances - Nonreserved	<u>120,573</u>
Total 34000 · Fund Balances	675,136
34999 · Unrestricted Net Assets	(82,992)
Net Income	<u>392,579</u>
Total Equity	<u>4,202,860</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,538,806</u></u>

Village of Newburg
Income Statement
January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41110 · Tax Levy Revenue				
41111 · Tax Levy for Debt Service	207,391	249,190	(41,799)	83%
41112 · Tax Levy for Operations	393,483	439,703	(46,220)	89%
41110 · Tax Levy Revenue - Other	0	0	0	0%
Total 41110 · Tax Levy Revenue	600,874	688,893	(88,019)	87%
41800 · Interest and Penalties on Taxes	0	768	(768)	0%
42000 · Special Assessments				
42500 · *Special Assmt - Delinq. Bills	5,476	1,000	4,476	548%
Total 42000 · Special Assessments	5,476	1,000	4,476	548%
43000 · Intergovernmental Revenues				
43410 · State Shared Revenue	265,096	129,648	135,448	204%
43420 · Fire Dues	4,930	4,304	626	115%
43431 · Computer Aid	744	744	0	100%
43432 · Personal Property Aid	1,920	1,554	366	124%
43433 · Video Service Provider Aid	3,953	2,727	1,226	145%
43510 · State Expend. Restraint Grant	0	13,414	(13,414)	0%
43520 · State Public Safety Grant	196	0	196	100%
43530 · State Transportation Aids	55,530	55,530	0	100%
43540 · State Recycling Grant	3,144	3,139	5	100%
43590 · Other State Grants	240			
43650 · State Pmt - Managed Forest Land	3	3	0	100%
43700 · Grants from Local Governments				
43710 · Fire EMS Grant	9,000			
43700 · Grants from Local Governments - Other	3,582			
Total 43700 · Grants from Local Governments	12,582			
Total 43000 · Intergovernmental Revenues	348,338	211,063	137,275	165%
44000 · Licenses and Permits				
44100 · Business & Occup. License	7,555	4,900	2,655	154%
44200 · Nonbusiness Licenses	1,659	950	709	175%
44300 · Building Permits & Inspection	22,298	4,500	17,798	496%
44400 · Plan Commission / Zoning Fees	1,500	1,500	0	100%
44900 · Other Regulatory Permits & Fees	3,315	4,339	(1,024)	76%
Total 44000 · Licenses and Permits	36,327	16,189	20,138	224%
45000 · Fines, Forfeits and Penalties	2,749	1,375	1,374	200%
46110 · Clerks Fees - RE Letters	405	320	85	127%
46420 · Recycling Fees on Sani Bills	24,530	23,816	714	103%
46743 · Community Center Income	4,404	3,771	633	117%
47340 · Admin. Fees from Sanitary Fund	69,000	69,000	0	100%
48100 · Investment Interest Received	67,226	1,100	66,126	6,111%
48400 · Insurance Recoveries	1,685			
48500 · Donations from Private Entities	329	500	(171)	66%
49100 · Proceeds from Long-Term Debt	2,076,129			
49200 · Capital Projects Fund Revenue				
49204 · CF-2021-04R Main St E Revitaliz				
49204a · CF-2021-04R GO Debt Revenue	0	2,155,000	(2,155,000)	0%
49204 · CF-2021-04R Main St E Revitaliz - Other	0	88,440	(88,440)	0%
Total 49204 · CF-2021-04R Main St E Revitaliz	0	2,243,440	(2,243,440)	0%

Village of Newburg
Income Statement
January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
49211 · CF-2022-06R NPD Police SUV	2,808			
49213 · CF-2023-02R NPD Body Cameras	1,000			
Total 49200 · Capital Projects Fund Revenue	3,808	2,243,440	(2,239,632)	0%
49410 · Sales of Small Eqpt / Supplies	372	191	181	195%
49900 · NFD LOSA Revenue (Flowthrough)	0	10	(10)	0%
49990 · Miscellaneous Revenue	1,141			
Total Income	3,242,793	3,261,436	(18,643)	99%
Gross Profit	3,242,793	3,261,436	(18,643)	99%
Expense				
50500 · HSA Contributions	17,650	19,750	(2,100)	89%
51000 · General Government / Admin				
51100 · Legislative				
51110 · Board - Trustee Payroll	16,163	16,365	(202)	99%
51113 · Board Education / Dues	805	1,320	(515)	61%
51114 · Board Travel	921	1,060	(139)	87%
51120 · Plan Comm./ Zoning Expenses	0	2,000	(2,000)	0%
Total 51100 · Legislative	17,889	20,745	(2,856)	86%
51300 · Legal	0	7,200	(7,200)	0%
51400 · Administrative				
51420 · Hall - Payroll - VH Staff				
51421 · Hall - Admin Staff Wages	138,395	131,920	6,475	105%
51425 · Hall - Health Ins Suppl	0	0	0	0%
51426 · Hall - PR Taxes ER	11,054	11,345	(291)	97%
51427 · Hall - WRS ER Expense	9,595	8,850	745	108%
Total 51420 · Hall - Payroll - VH Staff	159,044	152,115	6,929	105%
51440 · Elections				
51441 · Election Payroll	2,517	2,300	217	109%
51445 · Election Expenses	2,664	3,680	(1,016)	72%
51440 · Elections - Other	0	0	0	0%
Total 51440 · Elections	5,181	5,980	(799)	87%
51450 · IT Support & Software - Hall	32,958	12,000	20,958	275%
51510 · Audit & Accounting - Hall	16,650	10,000	6,650	167%
51520 · Bank Fees	690	1,500	(810)	46%
51530 · Assessment of Property	4,392	4,350	42	101%
51540 · Insurance - Hall	6,128	2,575	3,553	238%
51560 · Supplies & Services - Hall	15,514	14,500	1,014	107%
51580 · Education/Travel/Dues - Hall	3,892	4,300	(408)	91%
51590 · Background Checks - Hall	0			
Total 51400 · Administrative	244,449	207,320	37,129	118%
51600 · General Buildings & Improvmt				
51610 · Bldg Maint & Utilities - Hall	9,755	11,000	(1,245)	89%
51620 · Hall-Engineering/Projects	411	3,000	(2,589)	14%
Total 51600 · General Buildings & Improvmt	10,166	14,000	(3,834)	73%
Total 51000 · General Government / Admin	272,504	249,265	23,239	109%
52000 · Public Safety				
52100 · NPD Law Enforcement				
52110 · NPD - Law Enforcement Wages	66,861	65,100	1,761	103%
52120 · NPD - Education/Travel/Dues	2,026	2,000	26	101%
52128 · NPD - Vehicle Maintenance/Fuel	4,386	2,400	1,986	183%

Village of Newburg
Income Statement
January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
52130 · NPD - Legal & Court Fees	1,040	1,100	(60)	95%
52140 · NPD - Insurance	8,226	7,600	626	108%
52150 · NPD - IT / Computer	5,214	6,500	(1,286)	80%
52160 · NPD - Supplies/Postage/SvcFees	1,489	2,300	(811)	65%
52161 · NPD - Uniforms	3,276	1,900	1,376	172%
52170 · NPD - Phone Expense	2,139	2,100	39	102%
52171 · NPD - Radio / Communications	154	2,000	(1,846)	8%
52199 · NPD - Other Expenses	29			
52100 · NPD Law Enforcement - Other	52			
Total 52100 · NPD Law Enforcement	94,892	93,000	1,892	102%
52200 · NFD - Fire Protection Services	48,594	48,220	374	101%
52400 · Building Inspection / Zoning	6,563	7,000	(437)	94%
52500 · Emergency Government	168	1,500	(1,332)	11%
Total 52000 · Public Safety	150,217	149,720	497	100%
53000 · Public Works				
53010 · DPW Wages & Payroll Expense	98,087	72,500	25,587	135%
53020 · DPW - Education, Travel, Dues	0	500	(500)	0%
53021 · DPW - Insurance	6,923	7,828	(905)	88%
53022 · DPW - Legal Fees & IT Support	54	1,200	(1,146)	5%
53030 · DPW - Supplies & Gen. Svcs				
53031 · DPW - Fuel	6,411			
53032 · DPW - Road Salt	8,554			
53033 · DPW - Park Supplies / Svcs	3,393			
53034 · DPW - General Supplies / Svcs	7,016			
53030 · DPW - Supplies & Gen. Svcs - Other	0	27,200	(27,200)	0%
Total 53030 · DPW - Supplies & Gen. Svcs	25,374	27,200	(1,826)	93%
53040 · DPW - Engineering	0	1,500	(1,500)	0%
53050 · DPW - Utilities & Phone	3,111	5,580	(2,469)	56%
53060 · DPW - Building & Equipment R&M	9,351	9,000	351	104%
53300 · DPW - Street Maintenance	14,936	3,750	11,186	398%
53420 · DPW - Street Lights	35,309	38,123	(2,814)	93%
53440 · DPW - Stormwater Maint/Control	272	5,000	(4,728)	5%
53620 · DPW - Garbage Collection Svc	60,218	59,959	259	100%
53621 · DPW - Recycling Collection Svc	32,092	32,931	(839)	97%
Total 53000 · Public Works	285,727	265,071	20,656	108%
53900 · Sanitary - Flow Through to Fund	(157)			
54000 · Health & Human Services	1,000	1,000	0	100%
55000 · Culture, Recreation & Education				
55140 · Community Center				
55141 · CC - Facility	7,621	11,463	(3,842)	66%
55142 · CCC - Commission / Programming	2,794			
Total 55140 · Community Center	10,415	11,463	(1,048)	91%
55300 · Flags & Holiday Decorations	0	1,200	(1,200)	0%
Total 55000 · Culture, Recreation & Education	10,415	12,663	(2,248)	82%
56100 · Misc Expense	0	100	(100)	0%
57000 · Capital Outlay				
57800 · Capital Projects Fund				
57804 · CF-2021-04 Main St E Revitalize	1,834,229			
57806 · CF-2022-01 Plow Truck-Internat	350			

Village of Newburg
Income Statement
January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
57813 · CF-2023-02 NPD Body Cams	392			
57814 · CF-2024-01 Park Pavillions	6,305	8,000	(1,695)	79%
57815 · CF-2024-02 Emerg Siren Upgrade	12,219	12,500	(281)	98%
57816 · CF-2024-01 Automotive Lift DPW	7,660	8,500	(840)	90%
Total 57800 · Capital Projects Fund	1,861,155	29,000	1,832,155	6,418%
57000 · Capital Outlay - Other	0	29,000	(29,000)	0%
Total 57000 · Capital Outlay	1,861,155	58,000	1,803,155	3,209%
58000 · Debt Service				
58010 · Bonding 2011 & 2012	151,105	150,255	850	101%
58120 · Loan 504 - VH Garage Building	15,612	15,612	0	100%
58121 · Loan 505 - Main St. W.	10,590	10,590	0	100%
58122 · Loan 507 - DPW Truck Dodge Ram	8,287	10,590	(2,303)	78%
58123 · Loan 508 - 2022 Capitol Proj	57,361	57,361	0	100%
58124 · GO Note - Main St Revital	125,142			
Total 58000 · Debt Service	368,097	244,408	123,689	151%
59000 · Other Financing Uses	0	1,154	(1,154)	0%
59910 · Contingency	0	35,945	(35,945)	0%
66000 · Payroll Taxes	0			
66900 · Reconciliation Discrepancies	230			
Total Expense	2,966,838	1,037,076	1,929,762	286%
Net Ordinary Income	275,955	2,224,360	(1,948,405)	12%
Net Income	275,955	2,224,360	(1,948,405)	12%

Newburg Sanitary Sewer Fund
Balance Sheet

As of December 31, 2024

Dec 31, 24

ASSETS

Current Assets

Checking/Savings

10004 · Checking-WWTP Upgrade- SBN-8425 2,614

10000 · Checking-Sanitary-SBN-0126 321,350

Total Checking/Savings 323,964

Other Current Assets

13100 · A/R-Workhorse Sewer/Recy Bills 128,751

13119 · Receivables on Tax Bills 9,732

15000 · Due From (To) General Fund (112,847)

Total Other Current Assets 25,636

Total Current Assets 349,600

Fixed Assets

18000 · Fixed Assets 789,463

Total Fixed Assets 789,463

Other Assets

19000 · Pension Asset 4,974

Total Other Assets 4,974

TOTAL ASSETS 1,144,037

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable 4,717

Other Current Liabilities

22000 · Payable from Restricted Assets 2,693

25000 · Due To (From) General Fund (10,787)

Total Other Current Liabilities (8,094)

Total Current Liabilities (3,377)

Total Liabilities (3,377)

Equity

32000 · Net Investment in Fixed Assets 715,026

33300 · Restricted - Net Pension Asset 10,252

34000 · Fund Balances 737,796

35000 · Prior Year Equity to Allocate 14,605

Net Income (330,265)

Total Equity 1,147,414

TOTAL LIABILITIES & EQUITY 1,144,037

Newburg Sanitary Sewer Fund
Income Statement - YTD vs. Budget
January through December 2024

	<u>Jan - Dec 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
44000 · Sanitary Permit / Fee Revenue	5,640			
46410 · Sanitary Bill Revenue-Current	425,978	425,818	160	100%
48000 · Miscellaneous Revenue	7,207	2,000	5,207	360%
49000 · Other Financing Sources	20,000	2,080,476	(2,060,476)	1%
Total Income	<u>458,825</u>	<u>2,508,294</u>	<u>(2,049,469)</u>	<u>18%</u>
Expense				
53600 · Wages & Payroll Expense	58,838	69,700	(10,862)	84%
53610 · Admin. Exp. to Village Hall	69,000	69,000	0	100%
53611 · Accounting & Audit Fees	66	10,375	(10,309)	1%
53613 · IT Eqpt, Support, Software	7,705	2,875	4,830	268%
53614 · Insurance	9,050	6,075	2,975	149%
53616 · Education, Travel & Dues	481	2,500	(2,019)	19%
53620 · Utilities	19,911	25,000	(5,089)	80%
53631 · Engineering	0	6,000	(6,000)	0%
53632 · Sludge Hauling	18,645	26,500	(7,855)	70%
53633 · Lab & Testing Services	22,499	27,600	(5,101)	82%
53634 · Phosphorus Compliance - Alum	5,677	9,000	(3,323)	63%
53640 · Vehicle	3,309	1,012	2,297	327%
53650 · Supplies & General Svcs	3,846	5,000	(1,154)	77%
53660 · System Maintenance & Repairs	18,796	48,750	(29,954)	39%
53670 · WI DNR Fees	996	1,300	(304)	77%
53671 · Community-RiversEdgeNatureCtr	2,750	2,750	0	100%
53690 · Other Misc Expenses	0	50	(50)	0%
54000 · Capital Projects				
54005 · 54005-CF-2024-01 Plant Upgrade	547,520	1,500,000	(952,480)	37%
Total 54000 · Capital Projects	<u>547,520</u>	<u>1,500,000</u>	<u>(952,480)</u>	<u>37%</u>
Total Expense	<u>789,089</u>	<u>1,813,487</u>	<u>(1,024,398)</u>	<u>44%</u>
Net Ordinary Income	<u>(330,264)</u>	<u>694,807</u>	<u>(1,025,071)</u>	<u>(48%)</u>
Net Income	<u><u>(330,264)</u></u>	<u><u>694,807</u></u>	<u><u>(1,025,071)</u></u>	<u><u>(48%)</u></u>

Village of Newburg
Payroll Summary - Hours and Dollars Compared to Prior Year
January through December 2024

	<u>Hours</u>	<u>Jan - Dec 24</u>	<u>Hours</u>	<u>Jan - Dec 23</u>	<u>% Change</u>
Employee Wages, Taxes and Adjustments					
Gross Pay					
Board Salary	28	15,200	20	10,581	44%
BUILDING Insp Wages		219		2,767	(92%)
DPW - Work at Community Center	73	1,496	94	2,238	(33%)
DPW-Bereavement Leave	40	1,000			100%
DPW-Holiday	106	2,356	69	1,605	47%
DPW-Recycle	357	7,330	296	6,532	12%
DPW-Regular	2,263	66,619	1,875	52,143	28%
DPW-Snow Removal	237	6,162	169	4,381	41%
DPW-Vacation	81	2,022	108	2,614	(23%)
HSA nontaxable - Bernard, Duane		7,200			100%
ELECTION Wages	179	2,339	185	2,205	6%
EMERGENCY-EM Director				500	(100%)
EMERGENCY-EM Director - Deputy		125		375	(67%)
HALL-Salary	960	96,187	2,585	106,131	(9%)
HALL-Hourly Holiday	92	2,270	53	1,427	59%
HALL-Hourly Wages	1,866	39,833	2,149	54,689	(27%)
HALL Hourly - Vacation	5	105			100%
HSA nontaxable-Loveland, Brandy		7,200			100%
HSA nontaxable-Wellman, Heather		4,150			100%
NPD-Chief Hourly	608	18,134	643	18,652	(3%)
NPD-Holiday	41	1,118	46	1,206	(7%)
NPD-Patrol Wages Hourly	1,413	36,684	1,443	36,606	0%
NPD-Police Admin	183	3,849	206	4,034	(5%)
SAN-Holiday			22	562	(100%)
SAN-Regular	1,395	51,965	1,586	50,919	2%
ZONING Wages		300		1,025	(71%)
Total Gross Pay	9,927	373,863	11,549	361,192	4%
Deductions from Gross Pay		(21,445)		(22,821)	6%
Adjusted Gross Pay	9,927	352,418	11,549	338,371	4%
Taxes Withheld		(69,169)		(59,191)	(17%)
Additions to Net Pay		467		551	(15%)
Net Pay	9,927	283,716	11,549	279,731	1%
Employer Taxes and Contributions					
Z-Federal Unemployment				81	(100%)
Z-Medicare Company		5,122		5,375	(5%)
Z-Social Security Company		21,901		22,983	(5%)
ADMIN-WRS ER		9,782		11,591	(16%)
DPW-WRS ER		5,834		4,986	17%
NPD-WRS ER		2,647		2,516	5%
SAN-WRS ER		2,973		2,999	(1%)
Total Employer Taxes and Contributions		48,259		50,531	(4%)