



AGENDA

Board of Trustees & Committee of the Whole Meeting
7:00 PM - Thursday, February 27, 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 - Jan 23 2025 - Minutes - Html](#)

PRESENTATIONS

2. County Updates

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

Newburg Fire Department Updates

Brad Karnitz, Newburg Fire Chief

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 on authority for towing vehicles that are in violation of parking restrictions OR allowing Village Administrator / DPW Director direct authority to issue citations.

5. Discussion and Possible Action on **Resolution 2025- XX[03] - Resolution: Accept Funds from the Washington County Emergency Medical Service (EMS) & Fire Grant Program**
[File 2025-XX\[03\] EMS & Fire Grant](#)

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6. Website Reveal

7. Discussion and Possible Action on **Resolution 2025- XX[04] - Resolution: Accept Funds from the Washington County Roadway Shared Services Grant Program**
[File 2025-XX\[04\] Roadway Shared Services Grant Program](#)

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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
8. Discussion and Possible Action on Ordinance 90.04 (H)(1) - Nuisances 15 - 16
Affecting Peace and Safety
[90.04 \(H\)\(1\) - NUISANCES AFFECTING PEACE AND SAFETY](#)

LAW ENFORCEMENT

Police Chief Mike Foeger or Police Captain Justin Jilling.

9. Department Update 17
[NPD Memo](#)

DPW: PUBLIC WORKS & SANITARY SEWER

DPW Director Nate Wendelborn.

10. Department Update - Verbal
11. Discussion and Possible Action on WWTP Upgrade PayApp #5 19 - 28
[WWTP Upgrade PayApp #5](#)
12. Discussion and Possible Action on Sanitary Truck Upfit Quote 29
[NEWBURG VILLAGE SERVICE BODY Quote](#)

ELECTIONS & FINANCE

Clerk/Treasurer Brandy Loveland Seelow.

13. Financial reports for the period ending January 31, 2025.

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.*

Not available at the time of publication. Will be updated once completed.

14. Discussion and Possible Action for a Special Assessment module from Workhorse 31 - 32

[Special Assessment Module Quote - Workhorse](#)

15. Clerk related items such as elections, record retention and license and permits.
- February 18th, 2025 Primary was slow and we were able to work with a small staff to save on the budget.
 - Next election is April 1st, 2025, Spring Election

ANNOUNCEMENTS

- Next BOT/COW Meeting will be March 27, 2025 @ 7:00 PM
- Cookout Employee on June 13th, 2025 @ Doc Weber Park

ADJOURNMENT

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