



MINUTES
Village of Newburg
Village Board of Trustees &
Committee of the Whole Meeting
Thursday, June 26, 2025 – 7:00 P.M.

NOTICE IS HEREBY GIVEN that the next meeting of the Newburg Village Board & Committee of the Whole, Washington & Ozaukee Counties, Wisconsin is scheduled for Thursday, June 26, 2025, at 7:00 p.m. at Village Hall, 620 W. Main St.

I. Call to order and roll call.

All members present, except Enright who was excused, a quorum was met. 6-0-1 The meeting was called to order at 7:00pm. Trustee Enright arrived at 7:53pm.

Motion to amend the agenda to correct Notice paragraph meeting date to June 26, 2025, and item III. to May 22, 2025. Moved by Heili; seconded by Beimborn. Motion prevailed by a voice vote 6-0-1.

II. Pledge of Allegiance.

III. Correction and Approval of minutes from May 22, 2025 (possible action), minutes attached (1)

Motion to adopt the meeting minutes as presented. Moved by Beimborn; seconded by Heili. Motion prevailed by a voice vote 6-0-1.

IV. Public Hearing:

Motion to open the public hearing. Moved by Heili; seconded by Probelski. Motion prevailed by a roll call vote 6-0-1.

- a. A public hearing on Alcohol Beverage License Applications commencing on July 1, 2025 and ending on June 30, 2026 for Class “A” Retail Fermented Malt Beverage License, for combination Class “A” Fermented Malt Beverage and “Class A” Intoxicating Liquor Licenses, for combination Class “B” Fermented Malt Beverage and “Class B” Intoxicating Liquor Licenses (close public hearing, roll call)

President DeLuka called three time for anyone interested in speaking in the public hearing. Bill Sackett asked if the Old-Fashioned Supper Club’s license was approved for 2025-26. Clerk Loveland stated that this would be determined by the BOT later in the meeting under item XI(d).

Motion to close the public hearing. Moved by Beimborn; seconded by Kohn. Motion prevailed by a roll call vote 6-0-1.

V. Public Forum – No one from the public was here to speak.

VI. The opening of Sealed Bids: **None**

VII. Presentations:

- a. County Updates – *Tony Thoma*, [Washington County Supervisor - District 19](#).

Mr. Thoma was not in attendance.

- b. Newburg Fire Department Updates

Chief Karnitz was in attendance and began by thanking Newburg Police and DPW for the support during the Newburg Fire Departments annual picnic. It was noted that the Fire Department has recently hired and trained several new EMTs and Firemen. Chief Karnitz also invited the BOT & Village staff to attend an open house on August 25th at 6:30pm, which is the NFD training date.

VIII. Report of Department Heads

a. Village Administrator – Nathan Wendelborn, verbal report

Administrator Wendelborn stated there is nothing significant going on at this time.

b. Clerk – Brandy Loveland Seelow, Memo Attached. (2)

Clerk Loveland updated the board on activities and procedural improvements. She also informed them of the upcoming Clerks & Treasurers Institute on July 14th – 18th. Working on annual deadline calendar for Heather and herself to better keep track of what is due and what it is coming due to assist in better preparation.

c. Treasurer – Financial Reports, Memo attached. (3)

Treasurer Loveland presented the financials to the board and answered several questions. A cost savings of approximately \$1500 annually on Sanitary bills has been found through ABTMail.com, which is used by other municipalities, and will begin using them with the next quarters bills. She also informed them of upcoming Municipal Treasurer Association of Wisconsin Fall Conference, which will include Tax Roll & Budget training on September 18th & 19th.

d. Police Chief – Mike Foeger, Memo (4)

Chief Foeger reviewed his activity report with the board and stated the Newburg Fireman's picnic went well with no disturbances and plenty of staff. He also announced that Captain Jilling will be taking over as Chief effective June 30th, 2025, he will be stepping down to patrol. He thanked the board for the opportunity to service the Village of Newburg as the Police Chief for the past 7 yrs. They will be looking to fill the captain's position in the near future.

e. Building Inspection – Jeff Thoma (5)

Mr. Thomas was not in attendance, but Administrator Wendelborn updated the board about ongoing builds and noted there has been nothing new with the Emmer's development at this time. The road off Steeple View that has the 2 new homes on it is now named Penny Lane and will become the Village's property as of 1/1/26. Several letters have been sent out to residents in accordance with 90.04 (H)(1) - Nuisances Affecting Peace and Safety. Nothing new on Emmer's development currently.

f. Public Works, verbal report

Brush chipping is continuing to go well. Administrator Wendelborn is working with a local nursery to obtain a pine tree for Falkner Park and working on setting up electricity to the park for the tree lighting during the Christmas in the Village event.

g. Sanitary Director – Nathan Wendelborn, verbal report

Continuing to work on the WWTP upgrade, a temporary clarifier is on site and will begin to be installed next week. There is a pump that is not working as it should and may require a new well be drilled. This could cost between 30-40,000.00. There is a contingency on this project that should cover this cost if it found to be necessary.

IX. Committee Reports

a. Community Events Committee – Brooke Stangel

Christmas in the Village date is Sunday, December 7th, more details to come. Fall Fest will be October 25th, 2025 starting at 1pm.

X. Unfinished Business:

- a. Discussion and possible action on Professional Services Agreement between Village of Newburg and Washington County for the purpose of allowing the County's Community Development Department to provide services. (6)

Motion to approve the Professional Service Agreement between Village of Newburg and Washington County for the purpose of allowing the County's Community Development Department to provide services. Moved by Kohn; seconded by Stangel. Motion prevailed by a roll call vote 6-0-1.

- b. Discussion and Possible Action Committee Assignments from President DeLuka
Committee Assignment appointments by President DeLuka:
Community Events Committee – Co-Chairs, Trustee Probelski & Trustee Kohn
Police Commission – 2yr appointment, Tom Zajdel, 1 yr. appointment, Bill Sackett, third person has been contacted but not confirmed as of yet

Motion to approve Committee Assignments appointed by President DeLuka. Moved by Stangel; seconded by DeLuka. Motion prevailed by a voice vote 6-0-1.

XI. New Business

- a. Discussion and possible action on NFD Compensation – Resolution Attached (7)
File 2025-xx[11] – Authorizing Compensation to NFD for increased Staffed Services

It was recommended by Administrator Wendelborn to table this item until such time that the Village of Newburg and Newburg Fire Department can discuss the Special Assessments that were recently imposed.

- b. Discussion and Possible Action on WWTP Upgrade PayApp #9 – Documents Attached. (8)

Motion to approve WWTP Upgrade Pay App #9. Moved by Probelski; seconded by Heili. Motion prevailed by a voice vote 6-0-1.

- c. Discussion and Possible Action on CMAR reporting.
File No. 2025-xx[14] - A Resolution Complying with the Department of Natural Resources (DNR) Annual Maintenance Reporting (CMAR) Requirements. (9)

Motion to approve **File No. 2025-xx[14] - A Resolution Complying with the Department of Natural Resources (DNR) Annual Maintenance Reporting (CMAR) Requirements.** Moved by Heili; seconded by Stangel. Motion prevailed by a voice vote 6-0-1.

- d. Discussion and possible action on approving applications commencing on July 1, 2025 and ending June 30, 2026 for Class "A" Retail Fermented Malt Beverage License, for combination Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor Licenses, for combination Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor Licenses (possible action)
File 2025-xx[10] – Resolution on Bar License Renewals 2025-2026 (10)

Motion to approve **File No. 2025-xx[10] - Resolution on Bar License Renewals 2025-2026.** Moved by Beimborn; seconded by Stangel. Motion prevailed by a voice vote 6-0-1.

- e. Discussion and possible action on Employee Life Insurance through ETF.
File 2025-xx[12] – Resolution for Inclusion Under Group Life Insurance (11)
File 2025-xx[13] – Employer Resolution to Pay Entire Premium (11)

Motion to amend **File 2025-xx[13] – Employer Resolution to Pay Entire Premium,** to change the elect to pay the entire premium beginning, to "On the first of the next month following the effective date of my resolution". Moved by DeLuka; seconded by Heili. Motion prevailed by a voice vote 7-0.

Motion to approve **File 2025-xx[12] – Resolution for Inclusion Under Group Life Insurance** & **File 2025-xx[13] – Employer Resolution to Pay Entire Premium**. Moved by Heili; seconded by Probelski. Motion prevailed by a voice vote 7-0.

XII. Announcements

- a. Next BOT/COW Meeting will be July 24, 2025 @ 7:00 PM
- b. Plan Commission Meeting – has been moved to July 10th at 6:30 pm, if necessary.
- c. Happy 4th of July!
- d. Community Events Meeting July 10, 2025 @ 5:30PM

XIII. Adjourn

Meeting adjourned at 8:00PM

Brandy Loveland Seelow
Clerk / Treasurer

It is possible that individual members of other governmental bodies of the Village may attend the above meeting. Pursuant to State ex.rel. vs. Greendale Village Board, 173 West 20 533,494 NW 2nd 408 (1993), such attendance may be considered a meeting of the respective governmental body. This notice is given so that members of other governmental bodies of the village may attend the meeting without violating the open meeting law.

Person with disabilities requiring special accommodations for attendance at the meeting should contact the Municipal Building at (262) 675-2160 at least one (1) day prior to the meeting.

AFFIDAVIT OF POSTING This agenda was posted in the office of the Village Clerk on the 23rd day of June 2025.