



**MINUTES**  
**Village of Newburg**  
**Village Board of Trustees &**  
**Committee of the Whole Meeting**  
**Thursday, November 20, 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, November 20, 2025, at 7:00 p.m. at Village Hall, 620 W. Main St.

I. Call to order and roll call. (I certify that a quorum is present, and the agenda was properly noticed.)

All members present at the beginning of the meeting except Trustee Heili, Trustee Stangel & Trustee Beimborn who were excused, a quorum was met. 4-0-3 The meeting was called to order at 7:00pm

II. Pledge of Allegiance.

III. Correction and Approval of minutes from November 6, 2025 (possible action), minutes attached (1)

Motion to adopt the meeting minutes as presented. Moved by Probelski; seconded by Kohn. Motion prevailed by a voice vote 4-0-3.

IV. Public Hearing: Flood Plain Zoning for FEMA

Motion to open the public hearing. Moved by Probelski; seconded by Kohn. Motion prevailed by a voice vote 4-0-3.

President DeLuka called 3 times for anyone in attendance that would like to speak regarding the proposed 2026 budget. No member of the public were in attendance wanting to speak in the public hearing.

Motion to close the public hearing. Moved by Kohn; seconded by Probelski. Motion prevailed by a voice vote 4-0-3.

V. Public Forum

VI. Presentations:

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

Not present

b. Newburg Fire Department Updates

Chief Brad Karnitz gave the BOT an update on activities at the Newburg Fire Department's firefighter certifications, EMT Training and radio issues. The department has been busy with structure fires, car accidents, and rescue calls with November shaping up to be a busy month.

VII. Report of Department Heads

a. Village Administrator – Nathan Wendelborn, verbal report

Administrator Wendelborn reported on his conversation with Dave Seeger from the county regarding his attendance at the county level fire meetings.

b. Clerk – Brandy Loveland Seelow, verbal report

Clerk Loveland discussed upcoming election timelines and forms that need to be completed.

c. Treasurer – Financial Reports, Memo attached. (2)

Treasurer Loveland discussed the special assessments that were submitted to the tax roll and preparations for the 2025 audits. President DeLuka asked if there were any questions on the financial reports.

d. Police Chief – Justin Jilling, Memo (3)

Chief Jilling reported on October's activities, including participation in the Newburg Fire Department Open House, drug take-back and new body cameras per the original contract.

e. Building Inspection – Jeff Thoma

Building Inspector reports that permits are down this year compared to last year, but there are more new homes this year.

f. Public Works, verbal report

Administrator Wendelborn provided an update on leaf collection, electric work in park, and water heater issues at the Community Center.

- g. Sanitary Director – Nathan Wendelborn, verbal report

Administrator Wendelborn gave an update on the Sanitary plant operations and WWTP Upgrade project. He also mentioned installation of sewer lines in the new Emmers Development and upcoming pressure test for that system.

#### VIII. Committee Reports

- a. Community Events Committee Update – Brooke Stangel

Clerk Loveland recapped the Fall Fest and discussed plans for the upcoming Christmas in the Village event.

#### IX. Unfinished Business:

#### X. New Business

- a. Discussion and possible action on amending **File No. 2025-02 - FLOODPLAIN ORDINANCE FOR VILLAGE OF NEWBURG** (4)

Motion to pass **File No. 2025-02 - FLOODPLAIN ORDINANCE FOR VILLAGE OF NEWBURG**. Moved by Kohn, seconded by Enright. Motion prevailed by a roll call vote of 4-0-3.

- b. Discussion and possible action on Building Permit Fee Schedule. **File No. 2025-xx[18] – An Ordinance to repeal and recreate section 3604 of the municipal code of Newburg establishing fee for certain licenses/permits/services**(5)

Motion to pass **File No. 2025-xx[18] – An Ordinance to repeal and recreate section 36.04 of the municipal code of Newburg establishing fees for certain licenses/permits/services**. Moved by DeLuka, seconded by Probelski. Motion prevailed by a roll call vote of 4-0-3.

- c. Discussion and possible action on Community Center Rates. (6)

After some discussion it was determined to table this issue until the next meeting where more detailed income and expenses will be presented. Motion to table, moved by Enright, seconded by Kohn. Motion prevailed by a roll call vote of 4-0-3.

- d. Discussion and possible action on 2026 Recycling Rates. **File No. 2025-xx[17] – A Resolution Setting Rates for 2026 Recycling Services** (7)

Motion to pass **File No. 2025-xx[17] – A Resolution Setting Rates for 2026 Recycling Services**. Moved by Kohn, seconded by DeLuka. Motion prevailed by a roll call vote of 4-0-3.

- e. Discussion and possible action on changing the time at which BOT/COW meetings.

Trustee Probelski proposed starting the board meetings at 6pm instead of 7pm, but the board decided to table until there were more members at the meeting to make this decision. Motion to table, moved by Probelski, seconded by DeLuka. Motion prevailed by a roll call vote of 4-0-3.

- f. Discussion and Possible Action on WWTP Upgrade Pay App #14 – Documents Attached. (8)

Motion to approve WWTP Upgrade Pay App #14. Moved by Kohn; seconded by Enright. Motion prevailed by a roll call vote 4-0-3.

- g. Motion to add **Agreement for the operation of the Mid Moraine Municipal Court** moved by Kohn, seconded by DeLuka. Motion Prevailed by a voice vote 4-0-3.

Administrator Wendelborn presented the agreement for the operation of the Mid Moraine Municipal Court, which now includes Sheboygan Falls.

Motion to approve **Agreement for the operation of the Mid Moraine Municipal Court** moved by Enright, seconded by Kohn. Motion Prevailed by a voice vote 4-0-3

#### XI. Motion to convene into Closed Session as follows (roll call vote required):

- a. Pursuant to Sec. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, to be discussed is the Negotiation on NFD contract for 2026-present in closed session are village board, village clerk, village administrator and Fire Department

Motion to convene into Closed Session. Moved by DeLuka; seconded by Probelski. Motion prevailed

by a roll call vote 4-0-3.

XII. Announcements

- a. Happy Thanksgiving, November 27<sup>th</sup>, 2025 – Village Hall Closed November 27<sup>th</sup> & 28<sup>th</sup>.
- b. Plan Commission Meeting – December 4, 2025, at 6:30 pm, if required
- c. Christmas in the Village – December 7<sup>th</sup>, see our webpage for details.
- d. Community Events Meeting December 14, 2025 @ 5:30PM, if required.
- e. Next BOT/COW Meeting will be December 18, 2025 @ 7:00 PM

XIII. Adjourn      Brandy Loveland Seelow, Clerk / Treasurer

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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 2<sup>nd</sup> 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 as required by statute, in the office of the Village Clerk and on the Village website on the 13<sup>th</sup> day of November 2025