



AGENDA
Village of Newburg
Village Board of Trustees &
Committee of the Whole Meeting
Thursday, December 18, 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, December 18, 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 Kohn, who were excused, a quorum was met. 6-0-1 The meeting was called to order at 7:00pm

II. Pledge of Allegiance.

III. Correction and Approval of minutes from November 20, 2025 (possible action), minutes attached (1)

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

IV. Public Hearing: None

V. Public Forum: None

VI. Report of Department Heads

a. Village Administrator – Nathan Wendelborn, verbal report

Administrator Wendelborn reports that this year's Christmas event went well, other than that the Village is running smoothly.

b. Clerk – Brandy Loveland Seelow, verbal report

Clerk Loveland reported non-candidacy papers were filed by both Trustee Kohn & Stangel and 1 community member has pulled nomination papers.

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

Treasurer Loveland provided updates on the levy limit worksheet and answers some questions regarding the financial statements provided.

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

Chief Jilling reported on department activities, including holiday season hours, and taser training. Chief Jilling is also looking for historical information about the Newburg Police Department for an archive project.

e. Building Inspection – Jeff Thoma

Jeff Thoma reports on building inspection activities, noting a decrease in permits this year compared to last year. He noted a new house within the village being occupied and a commercial building with ongoing construction.

f. Public Works, Nathan Wendelborn, verbal report

Public Works director Wendelborn discusses public works activities, including leaf collection delays due to warranty issues on a truck and increased salt usage due to early snowfall. He further explained the challenges of snow removal in downtown areas with bump outs.

g. Sanitary Director – Nathan Wendelborn, verbal report

Sanitary Director Wendelborn reports on sanitary sewer construction, noting delays in meeting DNR permit requirements for phosphorus. The issue is attributed to inaccurate telemetry and the need for proper chemical dosing. He also mentioned the possibility of liquidated damages if the permit is not met by the end of the month.

VII. Unfinished Business:

a. Community Center Rental Rates, Documents Attached (4)

Treasurer Loveland presented financial reports for the community center, showing a significant deficit due to high expenses and low rental income. The discussion included the possibility of increasing rental rates to cover costs. The board considers charging for non-profit events and increasing fees for weekend and weekday rentals. The board also discussed the need for better cleaning and maintenance by renters, particularly for the Sheep's Head group.

Motion to increase the community center rental rate on weekends from \$145 to \$175 for non-residents and from \$95 – 110 for residents and weekdays from \$115 to \$125 for non-residents and from \$65 to \$75 for residents, effective January 1st, 2026. And to increase the Sheep's Head fee to \$5 per person. Moved by Heili; seconded by Stangel. Motion prevailed by a voice vote 6-0-1.

VIII. New Business

- a. Discussion and Possible Action on Ozaukee County Tourism Membership (5)

Treasurer Loveland presented information on the Ozaukee County Tourism membership, noting the lack of representation for Newburg in their promotional materials. After a brief discussion it was determined not to renew.

- b. Discussion and Possible Action on Employee Pay Ranges for 2026 – 27, **File 2025-xx[19] Resolution Employee Pay Ranges for 2026-27** (6)

Administrator Wendelborn explained the need to adjust employee pay rates to keep them within acceptable ranges.

Motion to adopt **File 2025-xx[19] Resolution Employee Pay Ranges for 2026-27**. Moved by DeLuka; seconded by Stangel. Motion prevailed by a roll call vote 6-0-1.

- c. Discussion and Possible Action on Appointment of Election Workers for the term of January 1, 2026 through December 31, 2027 – **File 2025-xx[20] Resolution Appointing Election Officials** (7)

Motion to adopt **File 2025-xx[20] Resolution Appointing Election Officials**. Moved by Beimborn; seconded by Enright. Motion prevailed by a roll call vote 6-0-1.

- d. Discussion and Possible Action on WWTP Upgrade Pay App #15 – Documents Attached. (8)

Motion to approve WWTP Upgrade Pay App #15. Moved by Probelski; seconded by Bweimborn. Motion prevailed by a roll call vote 6-0-1.

- e. Discussion and Possible Action on **Newburg Fire Department Contract – File 2025-xx[21] Resolution** (9)

Motion to approve **Newburg Fire Department Contract – File 2025-xx[21] Resolution**. Moved by Beimborn; seconded by Heili. Motion prevailed by a roll call vote 5-0-1-1.

- f. Discussion and Possible Action on Resolution Authorizing the Creation of a Washington County Countywide Emergency Medical Services (EMS) System, **File 2025-xx [22] Resolution Authorizing the Creation of a Washington County Countywide EMS System** (10)

The board discussed a resolution to authorize the creation of a countywide EMS service system. The resolution aims to explore the possibility of the county taking on the leveling ability for EMS service, potentially reducing local services. The board expresses concern about the county's ability to manage costs and the potential impact on local control and taxes.

Motion to approve **File 2025-xx [22] Resolution Authorizing the Creation of a Washington County Countywide EMS System Resolution**. Moved by Stangel; seconded by Heili. Motion prevailed by a roll call vote 6-0-1.

IX. Announcements

- a. Merry Christmas – Village Hall will be closed December 24th & 25th
b. Happy New Year – Village Hall will be closed a ½ day on December 31st & a full day on January 1st
c. Next BOT/COW Meeting will be January 22, 2026 @ 7:00 PM
d. Plan Commission Meeting – January 8, 2026, at 6:30 pm, if required
e. Community Events Meeting January 8, 2026, at 5:30PM, if required

- X. Motion to convene into Closed Session as follows (roll call vote required):
- a. *Pursuant to Sec. 19.85(1) (c) 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 Administrator performance. Present in closed session are village board and village administrator.*

Motion to convene into Closed Session. Moved by Enright; seconded by Beimborn. Motion prevailed by a roll call vote 5-1-1.

- XI. Adjourn

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.

Persons 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 11th day of December 2025.