



**MINUTES**  
**Village of Newburg**  
**Village Board of Trustees &**  
**Committee of the Whole Meeting**  
**Thursday, January 22, 2026 – 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 was scheduled for Thursday, January 22, 2026, at 7:00 p.m. at Village Hall, 620 W. Main Street.

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

All members present except Trustee Beimborn, who was excused. A quorum was met. The meeting was called to order at 7:00pm.

II. Pledge of Allegiance.

III. Correction and Approval of minutes from December 18, 2025 (possible action), minutes attached (1)

Motion to adopt the meeting minutes as presented was moved by Trustee Heili and seconded by Trustee Kohn. Motion prevailed by a voice vote 6-0-1.

IV. Public Hearing: None

V. Public Forum

Motion to open public forum was moved by Trustee Probelski and seconded by Trustee Kohn. No members of the public spoke. Motion to close public forum was moved by Trustee Heili and seconded by Trustee Enright. Motion prevailed by a voice vote 6-0-1.

VI. Presentations:

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

Mr. Thoma was not in attendance.

b. Newburg Fire Department Updates

No one from the fire department was in attendance.

VII. Report of Department Heads

a. Village Administrator – Nathan Wendelborn, Memo Attached (2)

Administrator Wendelborn reported that work on the developer's agreement with Emmer is continuing with the attorney. Village office staff will be working on the last five years of documents to begin codifying and updating them online. There are upcoming meetings to discuss the future of EMS in the county.

b. Clerk – Brandy Loveland Seelow, Memo Attached (3)

Clerk Loveland Seelow reported that there is no February primary for either county but was working on getting things prepped for the April election, and stated her last day is Thursday, January 29.

c. Treasurer – Financial Reports, Memo Attached (4)

Treasurer Loveland reported that taxes have been collected and the January settlement has been completed. She will come back to get February settlements completed.

d. Police Chief – Justin Jilling, Memo Attached (5)

Chief Jilling reported on number of hours worked and advised he went to New Chiefs' school January 12-16, and advised that Officer Boisvert was in a high-speed pursuit but lost the vehicle in Saukville.

e. Building Inspection – Jeff Thoma, Memo Attached (6)

Jeff Thoma was not in attendance so Administrator Wendelborn reported on number of permits issued in 2025, estimated value added to the Village, and number of 2026 permits issued so far.

f. Public Works, Nathan Wendelborn, Memo Attached (7)

Public Works Director Wendelborn reported that there is a salt shortage, there were some minor repairs done at Village Hall, they are cleaning at DPW, and there's a large crack in the road by the lift station on Carmody Court.

g. Sanitary Director – Nathan Wendelborn, Memo Attached (8)

Sanitary Director Wendelborn reported there was damage done to a manhole on Hwy 33, the plant upgrade is moving towards completion, and repairs were done to the Carmody Court lift station.

#### VIII. Committee Reports

a. Community Events Committee Update – Brooke Stangel

Trustee Stangel reported there are no events. Administrator Wendelborn reported that Sheepshead players were upset by the price increase and haven't been playing and wanted to negotiate. Since none were present, the price increase stands.

#### IX. New Business

a. Discussion and Possible Action on WWTP Change Order, Dan Schaefer to present (9)

Dan reported on the impact of the change order and stated that the substantial completion date would need to be moved. Motion to approve the change order was moved by President DeLuka and seconded by Trustee Heili. Motion prevailed by a roll call vote of 6-0-1.

b. Discussion and Possible Action on Recruitment proposal from IPA (10)

Discussion regarding possibly hiring recruiters to fill Clerk/Treasurer's position. It was decided to table for now and readdress if needed.

c. Discussion and Possible Action on Appointment of Election Workers for the term of January 1, 2026 through December 31, 2027 – **File 2026-xx[01] Resolution Appointing Election Officials** (11)

An election official's name was inadvertently left off the list in December. Motion to approve was moved by Trustee Stangel and seconded by Trustee Probelski. Motion prevailed by a roll call vote of 6-0-1.

d. Discussion and Possible Action on WWTP Upgrade Pay App #16 – Documents Attached. (12)

Motion to approve was moved by Trustee Probelski and seconded by Trustee Kohn. Motion prevailed by a roll call vote of 6-0-1.

e. Discussion and Possible Action on employee health insurance plans. (13)

After some discussion, Trustee Heili made a motion to table to February, which was seconded by Trustee Probelski. Motion prevailed by a voice vote 6-0-1.

f. Discussion and Possible Action on correction to **File 2026-xx[02] – Resolution Remedying Scrivener's Error in the Village Floodplain Ordinance.** (14)

Motion to approve was moved by Trustee Heili and seconded by Trustee Probelski. Motion prevailed with a roll call vote 6-0-1.

g. Discussion and Possible Action on Fire EMS Updates

Administrator Wendelborn reported there are upcoming meetings regarding EMS. No action taken.

#### X. Announcements

c. Next BOT/COW Meeting will be February 26, 2026 @ 7:00 PM

d. Plan Commission Meeting – February 5, 2026, at 6:30 pm, if required

e. Community Events Meeting February 12, 2026, at 5:30PM

#### XI. 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 and compensation. Present in closed session are village board and village administrator.*

Motion to convene into Closed Session was moved by Trustee Heili and seconded by Trustee Kohn. Motion prevailed by a roll call vote of 6-0-1. Motion to reconvene to Open Session was moved by Trustee Heili and seconded by Trustee Stangel. Motion to award Nate Wendelborn a \$5,000 one-time lump sum payment for his contributions above and beyond his normal duties for the 2025 year. Moved by President DeLuka and seconded by Trustee Heili. Motion prevailed by a roll call vote 6-0-1.

## XII. Adjourn

Heather Wellman  
Clerk / Deputy 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.

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 20<sup>th</sup> day of January 2026.