



**MINUTES**  
**Village of Newburg**  
**Special Meeting of Village Board of Trustees**  
**Thursday, February 5th – 6:00 P.M.**

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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, February 5th, at 6:00 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 Stangel and Trustee Beimborn, who were excused, and Trustee Kohn arrived late. A quorum was met and the meeting was called to order at 6:00pm.

- II. Pledge of Allegiance.
- III. Correction and Approval of minutes **None**
- IV. Public Hearing: **None**
- V. Public Forum
- VI. The opening of Sealed Bids: **None**
- VII. Presentations: **None**
- VIII. Report of Department Heads
- IX. Committee Reports
- X. New Business:
  - a. Discussion and possible action on lift station repair.

Administrator Wendelborn advised the lift station required repairs again and provided a quote from Sabel Mechanical for supplying and installing two new 3-phase pumps for \$12,314.30. A motion to approve the repairs was moved by Trustee Heili and seconded by Trustee Enright. Motion prevailed by a roll call vote of 4-0-3.

- XI. Motion to convene in to Closed Session
  - 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 Clerk/Treasurer role and applicants. Present in closed session will be the Village Board, Village Administrator, and Deputy Clerk/Deputy Treasurer.*

A motion was made by Trustee Enright to go into closed session and was seconded by President DeLuka. Motion passed by a voice vote of 4-0-3. A motion to reconvene to open session was moved by Trustee Enright and seconded by Trustee Probelski. Motion prevailed by a voice vote 5-0-2.

- XII. Unfinished Business:
  - a. Discussion and possible action on items discussed in closed session.

A motion was moved by Trustee Probelski and seconded by Trustee Enright to adopt the organizational chart. Motion prevailed by roll call vote of 5-0-2.

A motion was moved by Trustee Heili and seconded by Trustee Kohn to approve the job descriptions as presented. Motion prevailed by a voice vote 5-0-2.

A motion was moved by Trustee Enright and seconded by Trustee Probelski to appoint Heather to the position of Clerk/Deputy Treasurer and increase pay for that position to \$30/hour with a review in six months. Motion prevailed by voice vote of 5-0-2.

XIII. Announcements

a. Next Board of Trustees meeting is February 26.

XIV. Adjourn

Heather Wellman  
Clerk

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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 4<sup>th</sup> day of February 2026.