



AGENDA
Village of Newburg
Village Board of Trustees &
Committee of the Whole Meeting
Thursday, March 26, 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 is scheduled for Thursday, March 26, 2026, at 7:00 p.m. at Village Hall, 620 W. Main Street.

1. Call to order and roll call (I certify that a quorum is present and the agenda was properly noticed.)
2. Pledge of Allegiance.
3. Approval of minutes from February 26, 2026 (possible action), minutes attached (1) pages 3-5
4. Public Hearing: None
5. Public Forum
6. Presentations:
 - a. County Updates – *Tony Thoma, [Washington County Supervisor - District 19](#)*.
 - b. Newburg Fire Department Updates
7. Department Heads Reports
 - a. Village Administrator – Nathan Wendelborn (2) page 7
 - b. Clerk – Heather Wellman, Memo Attached (3) page 9
 - c. Deputy Treasurer – Heather Wellman, Financial Reports (4) pages 11-20
 - d. Police Chief – Justin Jilling, Memo Attached (5) page 21
 - e. Building Inspection – Jeff Thoma, Memo Attached (6) page 23
 - f. Public Works, Nathan Wendelborn, Memo Attached (7) page 25
 - g. Sanitary Director – Nathan Wendelborn, Memo Attached (7) page 25
8. Committee Reports
 - a. Community Events Committee Update / Easter Egg Hunt Recap: Trustee Brooke Stangel
9. New Business
 - a. Discussion and possible action to update 2026 Fee Schedule, (8) page 27
 - b. Discussion and possible action on modification to handbook (9) page 31
 - c. Discussion and possible action on IPA Recruitment (10) pages 33-40
 - d. Discussion and possible action on sanitary sewer extension from Carmody Court lift Station (11) page 41
 - e. Discussion and possible action on Pay App 18 (12) pages 43-49
10. Announcements
 - a. BOT/COW Meeting will be April 23, 2026 @ 7:00 PM
 - b. Plan Commission Meeting – April 2, 2026, at 6:30 PM, if required
 - c. Next Community Events Meeting June 11, 2026, at 5:30 PM
11. Motion to convene into Closed Session as follows (roll call vote required):
12. Adjourn
Heather Wellman
Clerk / Deputy 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 24th day of March 2026.



MINUTES
Village of Newburg
Village Board of Trustees &
Committee of the Whole Meeting
Thursday, February 26, 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, February 26, 2026, at 7:00 p.m. at Village Hall, 620 W. Main Street.

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

All members present, except for Trustee Enright, who arrived later. A quorum was met. The meeting was called to order at 7:00pm.

- 2 Pledge of Allegiance.
- 3 Approval of minutes from January 22, 2026 (possible action), minutes attached (1), and from Special Meeting from February 5, 2026 (possible action), minutes attached (2).

Motion to adopt the minutes from January 22 was moved by Trustee Heili and seconded by Trustee Probelski. Motion prevailed by a voice vote 6-0. Motion to adopt the minutes from Special Meeting from February 5 was made by Trustee Probelski and seconded by Trustee Kohn. Motion prevailed by a voice vote 6-0.

- 4 Public Hearing: None
- 5 Public Forum

Motion to open public forum was made by Trustee Beimborn and seconded by Trustee Probelski. Motion prevailed by voice vote 6-0. Vern Stockfish of 6871 Diane Drive spoke regarding the Sheepshead price increase. A motion was moved by Trustee Heili to close public forum and was seconded by Trustee Beimborn. Motion prevailed by voice vote 6-0.

- 6 Presentations:

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

Mr. Thoma was not in attendance.

- b. Newburg Fire Department Updates

Chief Karnitz advised the annual report will be coming out soon. Five EMTs passed class, two passed Firefighter I, and four members are attending motor pump class. There were 491 calls NFD handled in 2025; 422 EMS and 69 fire calls. The picnic will be June 5-7. Bingo is being held until mid-May. There were recent promotions, they are trying to recruit new personnel, and they got their new radios in December but were missing ten.

- c. Swearing in of Clerk Wellman

Clerk Wellman was sworn in by President DeLuka.

- 7 Department Heads Reports

- a. Village Administrator – Nathan Wendelborn

Administrator Wendelborn advised he hasn't received any new applications for Treasurer; the EMS meetings with the county continue, and Gary Klink submitted the first set of plans for the Emmer development and still working on Developer's Agreement.

- b. Clerk – Heather Wellman, Memo Attached (3)
Clerk Wellman reported that she was working on getting WisVote access and getting training done before the election and was meeting with Barb and Tom Wednesday, March 4 to discuss poll worker training and other election items.
- c. Deputy Treasurer – Heather Wellman, Financial Reports (4)
Deputy Treasurer Wellman advised we are still working on ending 2025 numbers, so those financials aren't included since they would be probably incorrect, but all checks written are listed.
- d. Police Chief – Justin Jilling, Memo Attached (5)
Chief Jilling reviewed the memo he provided and advised the weather was partly the reason for low activity. Chief Jilling also stated he was going to the Town of Saukville board meeting on March 17 to introduce himself to the board.
- e. Building Inspection – Jeff Thoma, Memo Attached (6)
Administrator Wendelborn reviewed the memo that Jeff Thoma provided and advised that Rocketmen Investments dropped off a building permit for 6910 Shady Lane on February 23.
- f. Public Works, Nathan Wendelborn, Memo Attached (7)
DPW Director Wendelborn reviewed the memo he provided.
- g. Sanitary Director – Nathan Wendelborn, Memo Attached (7)
Sanitary Superintendent Wendelborn reviewed the memo he provided.

8 Committee Reports

- a. Community Events Committee Update – Brooke Stangel
We held a special meeting right before Board meeting to finalize Easter Egg Hunt details for March 21.

9 New Business

- a. Motion moved by Trustee Beimborn and seconded by Trustee Kohn to modify the agenda to discuss the Community Center. Motion prevailed by a voice vote 7-0. After some discussion, stipulations were made that DPW would not be cleaning up after Sheepshead and the first time excessive cleaning is needed, the cost would go up or there would be no more Sheepshead meetings, and the Village would not provide any snacks or beverages going forward. Nate recommended the fee to go to \$3. Trustee Heili made a motion to charge \$3 per person for Sheepshead with the stipulation that they clean up after themselves and if there are problems, it will come back to the board, and it will be on the honor system. Trustee Kohn seconded the motion. Motion prevailed by a voice vote 7-0.
- b. Discussion and Possible Action on File No. 2026-xx [03] Resolution to Accept Funds from the Washington County Emergency Medical Service (EMS) & Fire Grant Program (8)
Motion moved by Trustee Probelski to accept the funds and was seconded by Trustee Kohn. Motion prevailed by a roll call vote of 7-0.
- c. Discussion and Possible Action on File No. 2026-xx [04] Resolution to Accept Funds from the Washington County Roadway Shared Services Grant Program (9)
Administrator Wendelborn advised the money could go to the purchase of Badger Books. Motion moved by Trustee Beimborn to accept the funds and was seconded by Trustee Enright. Motion prevailed by a roll call vote 7-0.
- d. Discussion and Possible Action on WWTP Upgrade Pay App #17 – Documents Attached. (10)
Motion moved by Trustee Stangel and was seconded by Trustee Kohn. Motion prevailed by a

roll call vote of 7-0.

- e. Discussion and Possible Action on employee health insurance plans, Memo attached (11)
After some discussion, President DeLuka made a motion to accept Option 1 where the employer pays 80% of employee costs and 50% of any dependent costs for health insurance. Trustee Heili seconded the motion. Motion prevailed by a roll call vote 7-0.

10 Announcements

- a. BOT/COW Meeting will be March 26, 2026 @ 7:00 PM
- b. Plan Commission Meeting – March 5, 2026, at 6:30 PM
- c. Next Community Events Meeting March 12, 2026, at 5:30 PM
- d. The Easter Egg Hunt will be held March 21, 2026 at Doc Weber Park at 10:30 AM

11 Motion to convene into Closed Session as follows (roll call vote required):

No closed session occurred.

12 Adjourn

Heather Wellman
Clerk / Deputy 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 23rd day of February 2026.



To: Board of Trustees
From: Nate Wendelborn Village Administrator
Date: 3/19/26
Re: Departmental updates

Administration-

A working draft of the Emmer Agreement has been sent over by the attorney. We are still waiting for Klink and Emmer to provide the missing documents to complete the agreement for negotiations.

Fire/EMS work group is progressing slowly, but we are struggling to complete the numbers due to missing information from several entities including NFD. Once we get the information, then we can begin looking at what the path forward to a plan is.

The recruitment for a treasurer has not progressed. I have reached out to the Town of Trenton Treasurer to see if there is interest in working together to have one full-time treasurer. I have not heard back from them yet.



To: Board of Trustees
From: Clerk Heather Wellman
Date: 3/19/26
Re: Departmental Update for March 26, 2026, BOT Meeting

Memo to the Board of Trustees

I got access to WisVote and 21 absentee ballots went out on March 17, and one additional went out March 19. We are going to a meeting at the Town of Trenton on Monday, 3/23 for their Badger Books training so we can see how it works before we buy it. In-Person Absentee Voting begins Tuesday, March 24. Election training for poll workers will be on Wednesday, March 25 at 3pm.

Respectfully,

Heather Wellman
Village of Newburg Clerk

CHECKING - GENERAL FUND - SBN 4766

ALL Checks

Posted From: 2/01/2026 From Account:
Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/05/2026	Great America Financial Services (ACH) Invoice 41016354	203.07
Prev YR Exp/Manual Check			
ACH	2/02/2026	Summit Credit Union - Loan 504 (ACH) JANUARY 2026	1,301.02
Manual Check			
ACH	2/02/2026	Summit Credit Union - Loan 505 (ACH) JANUARY 2026	882.50
Manual Check			
ACH	2/02/2026	Summit Credit Union - Loan 507 (ACH) JANUARY 2026	690.59
Manual Check			
ACH	2/02/2026	Summit Credit Union - Loan 509 (ACH) JANUARY 2026	2,673.79
Manual Check			
ACH	2/06/2026	AT&T - 0378 (ACH) FEBRUARY 2026	130.00
Manual Check			
ACH	2/03/2026	WI Dept of Justice - CIB WORCS (ACH) DECEMBER 2025	14.00
Prev YR Exp/Manual Check			
ACH	2/17/2026	Charter Communications - 5401 (ACH) CORRECTED POST DATE	200.00
Manual Check			
ACH	2/17/2026	Charter Communications - 7801 (ACH) CORRECTED POST DATE	149.31
Manual Check			
ACH	2/10/2026	Harter's Lakeside Disposal (ACH) January 2026 - Trash Service	8,157.12
Manual Check			
ACH	2/19/2026	T-Mobile (ACH) CORRECT POST DATE	210.10
Manual Check			
ACH	2/20/2026	WE Energies - 04 DPW Garage (GF) (ACH) January 2026	607.91
Manual Check			
ACH	2/20/2026	WE Energies - 05 Village Hall (GF) (ACH) January 2026	733.62
Manual Check			
ACH	2/20/2026	WE Energies - 08 DPW Garage (GF) (ACH) January 2026	144.50
Manual Check			
ACH	2/20/2026	WE Energies - 11 LED Street Lights (GF) (ACH) January 2026	1,164.68
Manual Check			
ACH	2/20/2026	WE Energies - 12 Community Center (GF) (ACH) January 2026	341.82
Manual Check			
ACH	2/20/2026	WE Energies - 20 Doc Weber Park (GF) (ACH) January 2026	15.23
Manual Check			
ACH	2/18/2026	Chase 2912 Credit Card (ACH) January 2026	2,216.78
Manual Check			
ACH	2/25/2026	Summit Credit Union - Loan 508 (ACH) February 2026	4,780.10
Manual Check			

CHECKING - GENERAL FUND - SBN 4766

ALL Checks

Posted From: 2/01/2026 From Account:
Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
24558	2/03/2026	Catalis Tax & CAMA, Inc. Invoice INV308368257	1,100.00
24559	2/03/2026	Conley Media, LLC - Classified Invoice 1660140126-2	18.00
24560	2/03/2026	Joshua Strohmeyer Q1 2026 Bridges Delivery	100.00
24561	2/10/2026	Conley Media, LLC - Classified Invoice 1660141125-2	85.20
		Previous Year Expense	
24562	2/10/2026	Dempsey Law Firm, LLP Invoice 6	369.00
24563	2/10/2026	Houseman & Feind LLP Invoice 94570	280.00
24564	2/10/2026	Municipal Property Insurance Company Property Insurance 2/1/26-2/1/27	7,794.00
24565	2/10/2026	R&R Insurance Services, Inc. Worker's Comp & Cyber Liability	21,591.00
24566	2/10/2026	The Police and Sheriffs Press Invoice 130389	20.00
24567	2/10/2026	Washington County Highway Department Invoice 10133 December 2025 11/27-12/31	2,762.75
		Previous Year Expense	
24568	2/24/2026	John Beimborn Adjustment	8.40
24569	2/24/2026	Washington County Highway Department Invoice 10140	4,076.47
CC CREDIT	2/24/2026	Chase 2912 Credit Card (ACH) Manual Check Apply Credit	-5.58
CC CREDIT	2/24/2026	Chase 2912 Credit Card (ACH) Manual Check Apply Credit	-103.92
Grand Total			62,711.46

CHASE 2912 CREDIT CARD

ALL Checks

Posted From: 2/01/2026 From Account:
Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ADOBE	2/11/2026	Adobe	21.09
	Manual Check	February 2026 - Nate	
ADOBE	2/17/2026	Adobe	19.99
	Manual Check	Feburary 2026 - Heather	
AMAZON	2/12/2026	Amazon	437.93
	Manual Check	crane for lift station	
AMAZON	2/23/2026	Amazon	16.74
	Manual Check	DPW supplies	
AMAZON	2/24/2026	Amazon	269.99
	Manual Check	Sanitary IT cameras	
AMAZON	2/19/2026	Amazon	47.80
	Manual Check	CC	
WASABI	2/05/2026	Wasabi Technologies	7.75
	Manual Check	Invoice INV-1463118	
DROPBOX	2/06/2026	Dropbox	199.00
	Manual Check	Invoice 22WCC7651YGK	
MENARDS	2/19/2026	Menards	154.65
	Manual Check	Sanitary supplies	
MENARDS	2/02/2026	Menards	136.28
	Manual Check	DPW supplies	
MENARDS	2/02/2026	Menards	309.53
	Manual Check	supplies	
MENARDS	2/03/2026	Menards	24.13
	Manual Check	DPW supplies	
MENARDS	2/09/2026	Menards	48.97
	Manual Check	Parks and DPW	
MENARDS	2/12/2026	Menards	84.95
	Manual Check	DPW & Sanitary	
MENARDS	2/18/2026	Menards	424.72
	Manual Check	DPW	
MENARDS	2/25/2026	Menards	29.89
	Manual Check	DPW	
MENARDS	2/26/2026	Menards	28.88
	Manual Check	DPW	
MENARDS	2/26/2026	Menards	61.97
	Manual Check	DPW	
MENARDS	2/26/2026	Menards	3.79
	Manual Check	DPW	

3/19/2026

4:46 PM

Reprint Check Register - Quick Report - ALL

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CHASE 2912 CREDIT CARD

ALL Checks

Posted From: 2/01/2026

From Account:

Thru: 2/28/2026

Thru Account:

Check Nbr	Check Date	Payee	Amount
WALMART	2/21/2026	Walmart	21.38
	Manual Check	CC	
Grand Total			2,349.43

3/19/2026

3:36 PM

Reprint Check Register - Quick Report - ALL

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CHECKING - MAIN ST REVIT - SBN 5696

ALL Checks

Posted From: 2/01/2026 From Account:
Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
5125	2/15/2026	Bond Trust Services Corporation Ref: 342207 2024A Bond	88,622.50
5125	2/25/2026	Bond Trust Services Corporation VOID: Stop payment 2/25/26 - did wire tx	-88,622.50
WIRE TX	2/25/2026	Bond Trust Services Corporation Ref: 342207 2024A Bond	88,622.50
WIRE TX FEE	2/25/2026	State Bank of Newburg Wire Transfer Fee for Bond Trust Service	40.00
Grand Total			88,662.50

CHECKING - PAYROLL - SCU 1857

ALL Checks

Posted From: 2/01/2026 From Account:
Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/27/2026	WI DOR	1,290.97
	Manual Check	WI Withholding Tax - January 2026	
MFEE	2/12/2026	BANK FEES	53.12
	Manual Check	Maintenance Fee for 01/26 SCU 1857	
V347	2/05/2026	BERNARD, DUANE	1,738.67
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V348	2/05/2026	BOISVERT, THOMAS	274.33
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V349	2/05/2026	DEMAA, GRANT	116.58
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V350	2/05/2026	FOEGER, MICHAEL	160.40
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V351	2/05/2026	GELDREICH, MICHAEL	95.35
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V352	2/05/2026	GERKE, JENNIFER	171.44
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V353	2/05/2026	JANICH, CHRISTOPHER	183.02
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V354	2/05/2026	JILLING, JUSTIN	1,210.46
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V355	2/05/2026	LOVELAND SEELow, BRANDY	1,905.90
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V356	2/05/2026	TRITZ, THOMAS	1,034.28
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V357	2/05/2026	WELLMAN, HEATHER	1,236.72
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V358	2/05/2026	WENDELBORN, NATHAN	2,719.15
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V359	2/19/2026	BERNARD, DUANE	1,495.77
	Manual Check	Pay period 01/26/2026 to 02/08/2026	
V360	2/19/2026	FOEGER, MICHAEL	300.09
	Manual Check	Pay period 01/26/2026 to 02/08/2026	
V361	2/19/2026	GELDREICH, MICHAEL	108.72
	Manual Check	Pay period 01/26/2026 to 02/08/2026	
V362	2/19/2026	JANICH, CHRISTOPHER	237.24
	Manual Check	Pay period 01/26/2026 to 02/08/2026	
V363	2/19/2026	JILLING, JUSTIN	332.81
	Manual Check	Pay period 01/26/2026 to 02/08/2026	

CHECKING - PAYROLL - SCU 1857

ALL Checks

Posted From: 2/01/2026 From Account:
Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
V364	2/19/2026	LOVELAND SEELOW, BRANDY	1,270.21
	Manual Check	Pay period 01/26/2026 to 02/08/2026	
V365	2/19/2026	OGREN, JAMES	202.63
	Manual Check	Pay period 01/26/2026 to 02/08/2026	
V366	2/19/2026	TRITZ, THOMAS	839.89
	Manual Check	Pay period 01/26/2026 to 02/08/2026	
V367	2/19/2026	WELLMAN, HEATHER	1,262.82
	Manual Check	Pay period 01/26/2026 to 02/08/2026	
V368	2/19/2026	WENDELBORN, NATHAN	2,719.15
	Manual Check	Pay period 01/28/2026 to 02/08/2026	
10532	2/03/2026	Glacier Hills Credit Union 701040188 - B Loveland HSA	300.00
10533	2/03/2026	Glacier Hills Credit Union 70075450883 - H Wellman HSA	300.00
10534	2/03/2026	Landmark Credit Union 19622635486 - Duane Bernard HSA 2026	600.00
10535	2/03/2026	North Shore Bank JANUARY 2026 Mike Foeger	150.00
10536	2/17/2026	Glacier Hills Credit Union H Wellman HSA	300.00
10537	2/17/2026	Glacier Hills Credit Union B Loveland HSA	150.00
10538	2/17/2026	Landmark Credit Union Duane Bernard 2026 HSA	600.00
Grand Total			23,359.72

CHECKING - TAX ACCT - SCU 5676

ALL Checks

Posted From: 2/01/2026 From Account:
Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
MFEF	2/12/2026	BANK FEES	45.00
	Manual Check	Maintenance Fee for 01/26 SCU 5676	
10334	2/15/2026	Ehlers Bond Trust Services Corporation Ref: 38269 2012A Bond	149,802.50
10334	2/15/2026	Ehlers Bond Trust Services Corporation VOID: Brandy signed & was removed at SCU	-149,802.50
10338	2/03/2026	Washington County Treasurer Drake Property Tax Payment V6-027900Q005	1,224.30
10339	2/10/2026	Milwaukee Area Technical College 2025 February Settle-Village of Newburg	500.74
10340	2/10/2026	Moraine Park Technical College 2025 February Settle-Village of Newburg	12,680.17
10341	2/10/2026	Northern Ozaukee School District 2025 February Settle-Village of Newburg	4,454.78
10342	2/10/2026	Ozaukee County Treasurer 2025 February Settle-Village of Newburg	886.50
10343	2/10/2026	Washington County Treasurer 2025 February Settle-Village of Newburg	38,601.59
10344	2/10/2026	West Bend School District 2025 February Settle-Village of Newburg	152,379.37
10345	2/15/2026	Ehlers Bond Trust Services Corporation Ref: 38269 2012A Bond	149,802.50
10346	2/10/2026	Ozaukee County Treasurer 2026 February Settlement-V. of Newburg	24.67
10347	2/10/2026	Village of Newburg Cashflow coverage	42,600.00
10348	2/17/2026	Village of Newburg Cashflow coverage	5,200.00
10349	2/24/2026	Village of Newburg Cashflow coverage	14,000.00
Grand Total			422,399.62

CHECKING - SAN FUND- SBN 0126

ALL Checks

Posted From: 2/01/2026 From Account:
Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/06/2026	AT&T - 7547 (SF) (ACH)	158.97
		Manual Check FEBRUARY 2026	
ACH	2/20/2026	WE Energies - 01 Lift Main (SF) (ACH)	14.82
		Manual Check January 2026	
ACH	2/20/2026	WE Energies - 03 Lift Carmody (SF) (ACH)	22.19
		Manual Check January 2026	
ACH	2/20/2026	WE Energies - 07 Treatment Plant (SF) (ACH)	1,754.56
		Manual Check January 2026	
ACH	2/20/2026	WE Energies - 10 Lift Main Electric (SF) -ACH	265.35
		Manual Check January 2026	
61326	2/03/2026	City of West Bend Invoice 14288	278.67
61327	2/03/2026	Martelle Water Treatment Invoice 30852	4,719.50
61328	2/03/2026	Village of Fredonia Q4 2025 Lab & Testing Services	3,222.00
		Previous Year Expense	
61329	2/10/2026	Total Energy Systems, LLC Invoice INV156160	1,665.00
61330	2/17/2026	Wisconsin Rural Water Association System Membership Renewal 2026	425.00
61331	2/17/2026	Sabel Mechanical LLC Invoice 260109 & 260112	1,787.05
Grand Total			14,313.11

3/19/2026

3:38 PM

Reprint Check Register - Quick Report - ALL

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ACCT

CHECKING - WWTP UPGRADE - SBN 8425

ALL Checks

Posted From: 2/01/2026 From Account:
Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
5032	2/12/2026	August Winter & Sons, Inc. Pay App 15	48,779.48
5033	2/12/2026	Short Elliott Hendrickson, Inc. Invoice 501501	11,634.57
Grand Total			60,414.05



To: Board of Trustees
From: Chief Justin Jilling
Date: 3/11/26
Re: Departmental Update for March 26, 2026 BOT Meeting

1. In January, the Newburg Police Department logged 114.5 hours of work.
2. Newburg Police Department Activity Report

**NEWBURG POLICE DEPARTMENT ACTIVITY
FEBRUARY 2026**

Incident Type	Total
Disabled Vehicle	2
Littering	1
Municipal Ordinance Investigation	3
Parking Violation	4
Property Check	58
Traffic Enforcement	27
Traffic Request	1
Traffic Stop	20
TOTAL	116



To: Board of Trustees
From: Building Inspector Jeff Thoma
Date: 3/11/26
Re: Departmental Update for March 26, 2026, BOT Meeting

Memo to the Board of Trustees

In February, there were 2 building permits, 2 electric, 1 HVAC, and 1 plumbing permit issued.

Date	Address	Permit Type	Permit Use
2/13/2026	3498 Hwy 33	Electrical	replace fire damage
2/16/2026	6770 Hickory Rd	Building	re-roof
2/24/2026	380 Hwy 33	HVAC	ductwork
2/25/2026	380 Hwy 33	Electrical	remodel/ alteration
2/26/2026	380 Hwy 33	Building	windows & siding
2/26/2026	458 Decorah Rd	WE Energies	new gas service
2/26/2026	6811 Hickory Rd	Plumbing	water heater replacement

In March, two building permits were issued for new construction: one on March 2 for Autumn Drive Lot 1 and on March 3 for 6910 Shady Lane. 6910 Shady Lane passed footing inspection on 3/9 and foundation inspection on 3/11.

Respectfully,

Jeff Thoma
Village of Newburg Building Inspector



To: Board of Trustees
From: Nate Wendelborn Public Works Director
Date: 3/19/26
Re: Departmental updates

DPW-

The F550 and truck bed are on Wisconsin Surplus and the auction will close before the meeting. I will provide a final sale price at the meeting.

Blizzard Elsa kept staff busy and we managed to get by pretty well. Staff is putting the brush chipping truck together and will do early chipping to clean up the downed trees and branches as residents get them cleaned up.

Have not gotten an update on the warning siren install repair yet.

Sanitary-

Lift station at Carmody Court lost power during the blizzard for 9 hours. We will be looking at options to add a transfer switch to the panel so we can run the lift station off the portable generator to prevent issues in the future.

Working with the contractor and engineer to try to finish up the plant upgrade.

Ordinance Update

Village Board Meeting 3/26/2026

§ 34.05 FEE SCHEDULE.

The cost of photocopying or data transfer to flash drive or CD shall be set as provided in § 36.04 per page . It is intended that this fee schedule shall cover the payment of the actual, necessary, and direct costs incurred in locating a document or in providing any person with a reproduction of any of the recordings of the village.

(Ord. 03-2019, passed 2-14-2019)

§ 36.04 FEES.

<i>License/Permit/Service</i>	<i>Code Section</i>	<i>Fee</i>
Administration		
Copies - public records	<u>34.05</u>	\$.25 per page
Copies - public records transfer	<u>34.05</u>	\$15 transfer to flash drive or CD
Special Events	<u>93.30</u>	\$75
Building Permits		
Miscellaneous Fees		
e. Fence	150.007	\$50.00

93.30 SPECIAL EVENTS

Definitions

A Special Event means an organized run, walk, race, or similar event, or a farmers' market, art fair, street dance or commercial sale when conducted in any portion of a street. Signs, banners, equipment, machinery and other items not carried, operated, occupied, or accompanied by persons participating in a special event are not permitted under this section.

A Permittee is the individual who has been issued a permit pursuant to the regulations and is authorized to conduct permitted activities.

A Participant is any individual who is identified by the Permittee, including but not limited to, a competitor, contestant, performer, exhibitor, vendor, invited guest, ticket holder, registrant, sponsor, and a participant entity's employees, agents, and volunteers who are present at the event and the event organizer and their employees, agents, and volunteers present at the event.

A. PERMIT REQUIRED

1. A complete application for a Special Events Permit shall be filed with the Village Clerk not less than 30 days before the event.
2. No fee shall be charged for special events sponsored by the Village. One fee shall be charged for an event lasting from one to four days.
3. A permit for a tent or air-supported structure in excess of 800 square feet shall be obtained from the Fire Department. It shall be issued after a Special Event Permit has been obtained from the Village Clerk's office.
4. The issuance of a Village of Newburg Special Event Permit does not obligate the Village to provide municipal services, equipment, or personnel. Should the Village provide extensive municipal services, an estimated cost to the applicant will be provided prior to the event. These costs may include, but are not limited to, expenses from the police department, ambulance service, fire department, public works department, or parks department.
5. The permit does not give "exclusive use" of a Village property or park, only the pavilion you have requested. The park is still open to the public. Permittee must have the signed permit in his/her possession and/or in plain view to enforce its privileges.

B. EXCEPTIONS

A permit shall not be required under this section for a funeral procession or military convoy.

C. INSURANCE REQUIRED

Adequate liability insurance is liability insurance holding the Village and its employees and agents harmless and indemnifying and defending the Village, its employees and agents, against all claims, liability, loss, damage, or expenses incurred by the Village. Insurance in the amounts listed below must be provided at the time of filing this application; the name of the event and date must be listed on the certificate.

1. Comprehensive general liability insurance in the amount of not less than one million dollars per occurrence for bodily injury, personal injury, and property damage.
2. Automobile liability insurance in the amount of not less than one million dollars per occurrence for bodily injury, personal injury, and property damage covering all vehicles to be used as part of the event. Said policy shall cover all owned, non-owned, and hired vehicles.
3. The Village reserves the right to designate the appropriate level of insurance and, if substantial risk is present, may require additional levels of insurance.

D. DENIAL OF PERMIT

The application shall be denied:

1. If made less than 30 days prior to the scheduled start date of the event.
2. It is to be held between the hours of 10:00 pm and 6:00 am.
3. If the special event would be in violation of federal, state, or local laws relating to the use of highways or of other applicable regulation of the Village of Newburg.
4. If the granting of the permit would conflict with another permit already granted or for which applications are already pending.
5. If the application does not contain the information required.
6. If the applicant has failed to receive a permit under WI SS 85.07(4) Bicycle Rules.

E. REVOCATION

A permit already issued may be revoked if deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, other catastrophe, or the likelihood of a breach of the peace or by a major change in the conditions forming the basis of the standards of issuance.

F. CONDUCT OF PARTICIPANTS

1. For every 75 people expected to attend, the permittee shall provide one portable restroom for attendees. Restrooms shall be adequately screened from all nearby public streets.
2. Permanent route markers, including paint or similar substances, are not permitted on either private or public property. Chalk must be pre-approved, washable, and is allowed on concrete ground surfaces only as directional guides for events. The event organizer is responsible for any chalk activities during the event to ensure no profanity or disrespectful, offensive, uncivil, or ill-mannered words or images are created.
3. Fastening, stapling, or attaching any rope, sign, banner, flyer, sticker, or other object or decoration, such as lighting or streamer, to natural features such as trees or shrubs, or to any park feature is prohibited. Any approved signage must be removed within 24 hours after the conclusion of the event.
4. Confetti must be of a natural material such as flower petals or leaves. Glitter, plastic confetti, and rice are not allowed.
5. It is the responsibility of the event organizer to collect and discard any decorations that have become detached and/or loose, or has entered any roadway or water.
6. No participant may engage in sales or solicitation activities unless:

- a. The participant has in his/her possession written permission from the permittee to engage in such activities,
- b. The permittee has provided the Clerk's office and police department with the name, address, telephone number, birth date, and driver's license number of each such participant
- c. The participant provides proof of identity upon request by any police officer.

G. FEES

- a. See Newburg Ordinances § 36.04 for fees.

Insurance

Workers' Compensation

Employees who are absent from work due to work related illness or injury who are receiving Workers Compensation benefits for temporary-partial or temporary-total disability shall receive payment in the amounts and according to the procedures set forth in the applicable State laws and regulations. An employee with approved Worker's Compensation claim shall be paid for the time missed on the day of injury and shall be paid for the time missed during the 3-day waiting period, unless the employee is receiving temporary partial or temporary total disability benefits for the same days. Employees shall receive 85% of their normal average week's earnings for a period not to exceed one year from the date of injury or disability. Monies received under the terms of the Wisconsin Workers' Compensation Law are not subject to federal, state, or social security tax.

Income Continuation Insurance

The Village may make available the Wisconsin Retirement System Income Continuation Insurance Program to full-time employees. This program provides benefits to employees who have stopped working because they are disabled. This benefit is intended for short-term disabilities. The employer may pay the full or a partial amount of the monthly premium. The Village reserves the right to cancel the program at any time with 60 days of notice to the employee.

Life Insurance

The Village shall provide term life insurance to full-time employees through the Wisconsin Public Employer's Group Life Insurance Program, referred to as the "Spouse and Dependent Plan," in an amount equal to double the employee's gross amount of earnings for the prior calendar year, rounded up to the nearest thousand dollars, at no cost to the employee. The employee may purchase up to an additional three units of insurance at the employee's sole expense. Employees choosing to participate shall have the appropriate amounts deducted from their paychecks. If the employee has insufficient funds to pay such deduction, the employee, as a condition of continuing coverage, shall pay such deficit within five days of written notice or be discontinued from coverage. It is the employee's sole responsibility to ensure that sufficient funds are available to make such deductions. In the event that such insurance becomes unavailable through the Wisconsin Retirement System, the Village is under no obligation to continue this benefit. Details regarding the administration of this benefit shall be determined based on the requirements of the insurance program.

Health Insurance

The Village offers a health insurance plan to employees and dependents or spouses. The rate at which the village covers a portion of the premium for the employee and the spouse/dependents will be reviewed and adjusted on an annual basis by the Village Board.

Employees that can obtain insurance through a spousal insurance plan are required to take insurance through those means.



Innovative
Public Advisors

**Proposal for Executive
Recruitment Services**

January 6, 2026

Proposal for the Village of Newburg Clerk/Treasurer Executive Recruitment Services

Dear Administrator Wendelborn:

Innovative Public Advisors (IPA) is pleased to submit a proposal for executive recruitment services to fill the key leadership position of Clerk/Treasurer for the Village of Newburg.

The IPA team offers a modern and efficient approach to executive recruitment, emphasizing urgency without compromising quality. Our process leverages a broad network and deep professional relationships to identify and engage top candidates—streamlining every step from position development to recruitment, interviews, and final selection.

IPA Partner Jay Shambeau, ICMA-CM, MPA, will serve as the lead recruiter and primary point of contact for the Village. Jay brings 32 years of municipal leadership experience and extensive expertise in executive recruitment, municipal finance, clerk-treasurer operations, and local government administration. He will work closely with Village leadership to refine the candidate profile, manage outreach and screening, facilitate interviews, and support final selection.


IPA is a premier public sector executive recruitment and strategy firm dedicated to empowering municipalities with tailored solutions that enhance leadership, optimize operations, and drive positive community impact. Founded by experienced municipal professionals, our team applies innovative and strategic methodologies to help local governments navigate complex challenges and strengthen their capacity to serve effectively.

We are excited about the opportunity to assist the Village of Newburg in recruiting for this vital position. We look forward to bringing our expertise to your team and securing a strong and trusted leader for the Clerk/Treasurer role.

Sincerely,



Jess Wildes, MPA, MS
Partner, Innovative Public Advisors
jess@public-advisors.com | 262-339-5658



Jay Shambeau, ICMA-CM, MPA
Partner, Innovative Public Advisors
jay@public-advisors.com | 262-355-6102

Innovative Public Advisors

Scope of Work

- **Recruitment Marketing**

- Review and enhance position description, profile brochure, custom landing webpage, and marketing materials.
- Advertise position on Wisconsin Municipal Clerks Association (WMCA), Wisconsin City/County Management Association (WCMA), League of Wisconsin Municipalities, LinkedIn, and the American Association of Municipal Executives.
- Promote position to IPA network and extensive LinkedIn connections (10,000+) with targeted outreach to dynamic municipal clerk professionals.

- **Application and Interview Process**

- Recruit applicants, collect application materials, review/screen candidates, and make recommendations to hiring team.
- Coordinate community tour and in-person interviews with Village leadership and key staff. *IPA staff will be present to facilitate the entire process.*

- **Candidate Selection and Offer**

- Assist administration in crafting the offer letter, including salary and benefits.
- Prepare press release and develop announcement timeline.

Recruitment Timeline

- Week 1: Contract approval, project kickoff, development of marketing materials
- Weeks 1-4: Position announcement, recruit and review/screen candidates.
- Week 5: Initial applicant review, schedule interviews.
- Week 6: Interview(s), candidate selection, offer letter.

IPA is willing to fully adjust timeline based on the Village's preferences.

Project Budget

Total Cost: \$8,750.00 (Flat Fee)

Includes all travel and expenses to the Village of Newburg.

Contract and payment schedule to follow upon approval.

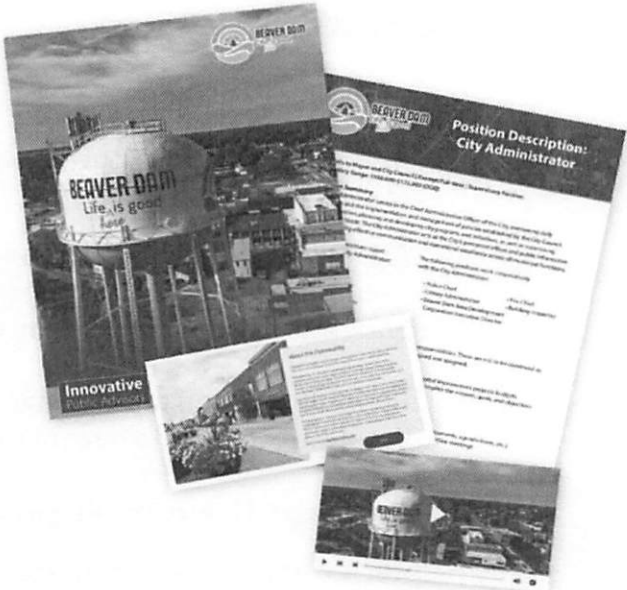
Executive Recruitment References

City of Beaver Dam

*Interim City Administrator
City Administrator Executive Recruitment*

The City of Beaver Dam engaged Innovative Public Advisors (IPA) to provide interim City Administrator services (30 hours per week) and to lead the executive recruitment for its next permanent City Administrator. IPA supported the City through a key leadership transition by delivering experienced interim management, ensuring continuity of operations, and collaborating closely with elected officials and department heads. In addition to managing a professional and inclusive recruitment process, IPA Partner Jay Shambeau facilitated a strategic workshop with the Common Council to help guide the transition and lay a foundation for long-term leadership success.

Reference: Mayor Bobbi Marck
mayor@ci.beaverdam.wi.gov, 920-382-1356

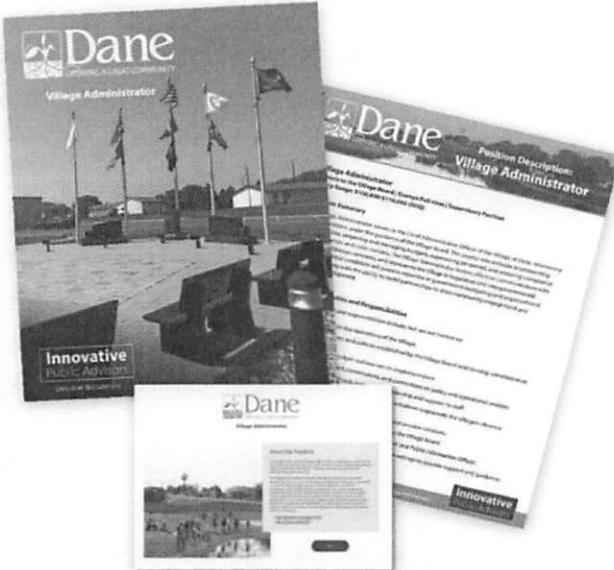


Village of Dane

Village Administrator and Clerk/Treasurer Executive Recruitment and Governance/Position Development

The Village of Dane engaged IPA to support its transition to a Board/Administrator form of government. IPA partnered with Village leaders to develop the Board/Administrator governance ordinance, craft the position description for Dane’s first Village Administrator, and update the employee handbook to align with the new structure. Building on this foundation, IPA then led the recruitment process—designing recruitment marketing materials, promoting the position, and guiding the Village through interviews, selection, and contract negotiations. These efforts culminated in the successful hiring of Dane’s first Village Administrator followed by its next Clerk/Treasurer.

Reference: Village Board President Donald Postler
DPostler@vi.dane.wi.gov, 608-849-5422



Innovative Public Advisors

Advancing local government a different way—the IPA way.

Innovative Public Advisors (IPA) is a premier public sector executive recruitment and strategy firm dedicated to empowering municipalities with tailored solutions that enhance leadership, optimize operations, and drive positive community impact.

Founded by experienced municipal professionals Jay Shambeau, ICMA-CM, MPA, and Jess Wildes, MPA, IPA offers a wide range of services. With a focus on delivering innovative, sustainable solutions, IPA is committed to helping local governments navigate complex challenges and strengthen their capacity to serve their communities effectively.

Services



**Executive Recruitment
and Interim Services**



**Economic Development
and Grant Writing**



**Strategic and Specialty
Plan Development**



**Professional Coaching
and Mentorship**



**Communications and
Marketing Strategies**



**Governance Training
and Facilitated Workshops**

IPA Team

Innovative Public Advisors is led by partners Jess Wildes and Jay Shambeau, two seasoned professionals with extensive experience in public sector management and strategic consulting.

Together, they bring a wealth of expertise in government administration, operations, communications, and leadership development—offering innovative solutions to help local governments thrive.



JAY SHAMBEAU

 ICMA-CM, MPA

jay@public-advisors.com | 262-355-6102

EDUCATION

MASTER OF PUBLIC ADMINISTRATION

UW - Oshkosh

BACHELOR OF SCIENCE

Regional Analysis and Geography, UW - Green Bay

LEADERSHIP WISCONSIN

UW-Madison, 2014

ACCOLADES

Credentialed Manager
International City/County
Management Association, 2024

Recipient of ICMA's prestigious
30 Years of Service Award

SERVICE

Rotary International
West Bend Sunrise Rotary Club

Boys and Girls Club of
Washington County
Board Member

United Way of Washington
County, Campaign Co-Chair

West Bend Area Chamber of
Commerce, Board Member

West Bend Tourism
Commission, Chairman

Kettle Moraine Lutheran High
School, Board Member and
President

INNOVATIVE PUBLIC ADVISORS, PARTNER

Jay is a highly experienced public sector professional with 32 years of expertise in city and county government management, strategic planning, and public policy. Jay has worked with municipalities of all sizes to drive organizational efficiency, enhance governance, and secure critical funding. His background includes leading complex projects, facilitating collaborative planning efforts, and providing executive coaching to local government leaders. Jay is known for his relationship skills and practical approach, blending deep knowledge of governmental processes with a commitment to delivering impactful results. His leadership and insight have helped numerous local governments achieve their goals and navigate the challenges of an ever-evolving public sector landscape.

CITY ADMINISTRATOR

City of West Bend, West Bend, Wisconsin, 2016-2025

- Responsible for the administration of daily city operations and implementing policies established by the City Council.
- Oversaw a \$30M budget, led economic development activities, managed a department head team, fostered community engagement, ensured efficient delivery of services, and promoted the city's growth and development.

ASSOCIATE

Public Administration Associates, LLC, Wisconsin, 2024

PLANNING AND PARKS ADMINISTRATOR

Washington County, Wisconsin, 2014-2016

COUNTY ADMINISTRATOR

Calumet County, Wisconsin, 2008-2014

- Responsible for the daily operations of county government, ensuring efficient delivery of services and adherence to budgetary guidelines.
- Collaborated with elected officials, managed staff, and facilitated communication between departments to promote effective governance and community engagement.

VILLAGE ADMINISTRATOR

Village of Kewaskum, Wisconsin, 2006-2008

- Responsible for the management of municipal operations, including implementing policies set by the Village Board and managing all departments.
- This position involved budgeting, community planning, economic development, and fostering relationships to ensure effective service delivery and enhance community development.

PLANNING DIRECTOR

Clark County, Wisconsin, 1993-2006



JESS WILDES MPA, MS

jess@public-advisors.com | 262-339-5658

EDUCATION

MASTER OF PUBLIC ADMINISTRATION

University of Wisconsin
Oshkosh

MASTER OF SCIENCE

Integrated Marketing
Communications
Eastern Michigan University

BACHELOR OF ARTS

College of Saint Benedict &
Saint John's University

SERVICE

Rotary International
West Bend Sunrise Rotary Club

International City/County
Management Association
(ICMA) Assistant Chief
Administrative Officer (CAO)
Committee Member

Wisconsin Economic
Development Association
(WEDA) Board Member

Mid-Moraine Municipal
Court Board Member

Downtown West Bend Business
Improvement District (BID)
Board Executive Director

Visit Washington County Board
Member and Vice President

Honored as one of ELGL's
"Top 100 Influencers in
Local Government"

INNOVATIVE PUBLIC ADVISORS, PARTNER

Jess is a seasoned strategist specializing in local government communications, public relations, and grant acquisition. With a proven track record of securing significant local, state, and federal funding, Jess has helped municipalities access critical resources to support community development, infrastructure, and essential services. Her work also includes crafting effective communication strategies, enhancing public engagement, and building transparent, trust-based relationships between local governments and their communities. With her expertise in both strategic messaging and grant writing, Jess is committed to helping local governments secure the resources they need while fostering strong, effective communication.

ASSISTANT CITY ADMINISTRATOR

City of West Bend, West Bend, Wisconsin, 2020–2025

Also served as Communications and Economic Development Director

- Performed economic development activities to promote business development, retention, and job creation.
- Coordinated with all departments to increase the quality and consistency of the city organization's messaging and content.
- Acquired alternative revenue sources through grants (\$6.5+ million), fundraising and partnerships.
- Set strategy and manage a talented team of professionals responsible for community television programming, social media, public relations, internal and external communications, brand management, and tourism promotion.
- Built meaningful relationships with constituents, community leaders, business owners, state-level officials, and economic developers.
- Managed five city departments: Assessors, Communications, City Clerk, Human Resources, and Information Technology.

DIRECTOR OF COMMUNICATIONS & MARKETING

Museum of Wisconsin Art, West Bend, Wisconsin, 2017–2020

SENIOR ACCOUNT EXECUTIVE

Trefoil Group, Milwaukee, Wisconsin, 2016–2017

DIRECTOR OF RECRUITMENT MARKETING

Mount Mary University, Milwaukee, Wisconsin, 2013–2016

Northland College, Ashland, WI, 2009–2013

Innovative
Public Advisors

Innovative Public Advisors
public-advisors.com

BMCI CONSTRUCTION INC
7040 NORTH TRENTON RD
WEST BEND WI 53090



Quotation

Date	Quotation #
3/19/2026	19145

Phone # 262-334-7499
 Fax # 262-334-2226

office@bmciconstruction.com

Quoted To:
Village of Newburg P.O. Box 50 614 Main Street Newburg, WI 53060

Job Info
Carmody Ct & Main St

Terms	Good Thru
Net 30	4/18/2026

Description	Total
INSTALL APPROX 95' OF 6" PVC SANITARY SEWER INSTALL 3 LATERALS ONCE ON NORTHSIDE OF ROAD CORE (1) HOLE INTO EXISTING LIFT STATION BACKFILL ROAD WITH SLURRY & PAVE 5" THICK NO ROAD CLOSURES OR BARRICADES FIGURED NO PERMITS NO LINE STRIPING FIGURED ALL FILL TO STAY ON LOT TO THE NORTH	21,300.00
Total	\$21,300.00

As required by the Wisconsin Construction Lien Law, BMCI Construction, Inc., hereby notifies owner that persons or companies furnishing labor or material for construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to BMCI Construction are those who contract directly with the owner or those who give owner notice within 60 days after they furnish labor or material for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice to his mortgage lender, if any, to see that all potential lien claimants are duly paid.

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charger over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. INVOICE PAYABLE UPON RECEIPT. 1-1/2% SERVICE CHARGE ADDED PER MONTH ON UNPAID BALANCE.

Signature

Date

Signature

Date

Please return a signed copy; keep a copy for your records.

BMCI Construction, Inc.

Contractor's Application for Payment

Owner: <u>Village of Newburg</u>	Owner's Project No.: _____
Engineer: <u>SEH, Inc.</u>	Engineer's Project No.: <u>NEWBW 171185</u>
Contractor: <u>August Winter & Sons, Inc.</u>	Contractor's Project No.: <u>80624</u>
Project: <u>Wastewater Treatment Plant Upgrades</u>	
Contract: <u>Wastewater Treatment Plant Upgrades</u>	
Application No.: <u>#18</u>	Application Date: <u>02/25/2026</u>
Application Period: From <u>02/01/2026</u> to <u>02/28/2026</u>	

1. Original Contract Price	\$ 2,570,000.00
2. Net change by Change Orders	\$ 123,695.67
3. Current Contract Price (Line 1 + Line 2)	\$ 2,693,695.67
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 2,668,598.67
5. Retainage	
a. <u>2.5%</u> X <u>\$ 2,693,695.67</u> - Total Contract	\$ 61,342.39
b. <u>2.5%</u> X <u>\$ 240,000.00</u> Stored Materials	\$ 6,000.00
c. Total Retainage (Line 5.a + Line 5.b) 2.5% of Total Contract	\$ 67,342.39
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 2,601,256.28
7. Less previous payments (Line 6 from prior application)	2,531,891.86
8. Amount due this application	\$ 69,364.42
9. Balance to finish, including retainage (Line 3 - Line 6)	\$ 92,439.39

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: August Winter & Sons, Inc.

Signature:  **Date:** 02/25/2026

Recommended by Engineer	Approved by Owner
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice : 74568

To Owner : Village of Newburg
620 W Main Street
POBox 50
Newubrg WI 53060-0050

Project : 80624- Newburg WWTP

Application No. : 18
Period To : 2/28/2026
Project Nos : NEWBW 171185

Distribution to :
 Owner
 Architect
 Contractor

From Contractor : August Winter & Sons, Inc.
N850 Cty Rd. CB
Appleton WI 54914

Via Architect :

Contract For : Newburg WWTP Upgrades

Contract Date : 2/27/2024


CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

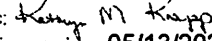
1. ORIGINAL CONTRACT SUM	\$2,570,000.00
2. NET CHANGE BY CHANGE ORDERS	\$123,695.67
3. CONTRACT SUM TO DATE	\$2,693,695.67
4. TOTAL COMPLETED AND STORED TO DATE	\$2,668,598.67
5. RETAINAGE:	
a. 2.53% of Completed Work	\$61,342.39
b. 2.50% of Stored Material	\$6,000.00
Total Retainage	\$67,342.39
6. TOTAL EARNED LESS RETAINAGE	\$2,601,256.28
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$2,531,891.86
8. CURRENT PAYMENT DUE	\$69,364.42
9. BALANCE TO FINISH, PLUS RETAINAGE	\$92,439.39

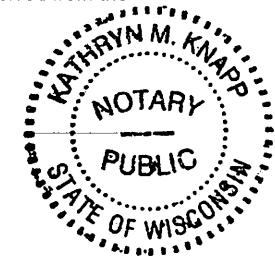
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: August Winter & Sons, Inc.

By:  Date: 02/25/2026

State of: Wisconsin County of: Outagamie
Subscribed and sworn to before me this 25th day of February, 2026

Notary Public: 
My Commission expires: 05/13/2029



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$69,364.42

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$52,552.67	\$0.00
Total approved this month	\$71,143.00	0.00
TOTALS	\$123,695.67	\$0.00
NET CHANGE by Change Orders	\$123,695.67	

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest cent.
 Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 18
 Application Date : 02/25/26
 To : 02/28/26
 Architect's Project No. : NEWBW 171185

Invoice : 74568

Contract : 80624- Newburg WWTP

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D + E + F)	% (G / C)	H Balance To Finish (C - G)	I Retainage
			From Previous Application	This Period In Place					
001	Mobilization	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
002	Bond	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00%	0.00	1,750.00
003	Division 01 General Requirements	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
004	Administrative Requirements	54,700.00	54,153.00	0.00	0.00	54,153.00	99.00%	547.00	200.00
005	Temporary Clarifier	52,000.00	52,000.00	0.00	0.00	52,000.00	100.00%	0.00	0.00
006	Division 03 Concrete	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
007	Reinforcing Steel	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,350.00
008	Concrete	58,000.00	58,000.00	0.00	0.00	58,000.00	100.00%	0.00	2,900.00
009	Precast Concrete	88,000.00	88,000.00	0.00	0.00	88,000.00	100.00%	0.00	4,400.00
010	Division 05 Metals	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
011	Misc Metals	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	350.00
012	Division 8 Openings	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
013	Access Doors	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00%	0.00	350.00
014	Skylights	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00%	0.00	1,687.50
015	Division 9 Finishes	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
016	Coatings	52,000.00	52,000.00	0.00	0.00	52,000.00	100.00%	0.00	0.00
017	Division 22 Plumbing	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
018	Plumbing Piping	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	375.00
019	Plumbing Fixtures	21,000.00	21,000.00	0.00	0.00	21,000.00	100.00%	0.00	0.00
020	Booster Pumps	23,000.00	23,000.00	0.00	0.00	23,000.00	100.00%	0.00	0.00
021	Plumbing Insulation	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00%	0.00	37.50
022	Division 23 HVAC	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
023	Unit Heaters	18,000.00	18,000.00	0.00	0.00	18,000.00	100.00%	0.00	0.00
024	Fans/Louvers	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00%	0.00	355.00
025	Ductwork	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	0.00
026	HVAC Controls	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%	0.00	0.00
027	HVAC Insulation	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	0.00
028	Division 26 Electrical	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
029	System Integrator	306,000.00	50,700.00	0.00	240,000.00	290,700.00	95.00%	15,300.00	6,000.00

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest cent.

Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 18

Application Date : 02/25/26

To : 02/28/26

Architect's Project No. : NEWBW 171185

Invoice : 74568

Contract : 80624- Newburg WWTP

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D + E + F)	H % (G / C)	I Balance To Finish (C - G)	Retainage
			From Previous Application	This Period In Place					
			030	Electrical conduit/wiring					
031	Division 31 Earthwork	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
032	Excavation/Backfill	189,000.00	189,000.00	0.00	0.00	189,000.00	100.00%	0.00	8,505.00
033	Erosion Control	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	75.00
034	Shoring	28,000.00	28,000.00	0.00	0.00	28,000.00	100.00%	0.00	1,400.00
035	Division 32 Exterior Improvements	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
036	Aggregate Base Course	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	130.00
037	Asphalt	56,000.00	56,000.00	0.00	0.00	56,000.00	100.00%	0.00	0.00
038	Fencing	14,500.00	14,500.00	0.00	0.00	14,500.00	100.00%	0.00	725.00
039	Seeding/Restoration	9,800.00	9,800.00	0.00	0.00	9,800.00	100.00%	0.00	225.00
040	Division 33 Utilities	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
041	Sanitary Sewer Systems	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	2,687.50
042	Division 40 Process Integration	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
043	Process Piping	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	0.00
044	Process Valves	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	0.00
045	Heat Trace	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	0.00
046	Flume	18,000.00	18,000.00	0.00	0.00	18,000.00	100.00%	0.00	500.00
047	Division 43 Process gas and liquid handling	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
048	End Suction Pumps	142,000.00	142,000.00	0.00	0.00	142,000.00	100.00%	0.00	3,750.00
049	Division 46 Water and Wastewater Equipmnet	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
050	Vertical Fine Screen	219,000.00	219,000.00	0.00	0.00	219,000.00	100.00%	0.00	13,546.79
051	Circular Clarifier Equipment	241,000.00	241,000.00	0.00	0.00	241,000.00	100.00%	0.00	4,000.00
052	Oxidation Ditch Equipment	265,000.00	265,000.00	0.00	0.00	265,000.00	100.00%	0.00	1,325.00
055	CO #1	4,971.67	4,971.67	0.00	0.00	4,971.67	100.00%	0.00	0.00
056	CO #2	47,581.00	47,581.00	0.00	0.00	47,581.00	100.00%	0.00	1,189.52
057	CO #3 -1	64,289.00	0.00	64,289.00	0.00	64,289.00	100.00%	0.00	1,435.88
058	CO #3 -2	3,861.00	0.00	3,861.00	0.00	3,861.00	100.00%	0.00	193.05
059	CO #3 -3	2,993.00	0.00	2,993.00	0.00	2,993.00	100.00%	0.00	149.65
	Grand Totals	2,693,695.67	2,357,455.67	71,143.00	240,000.00	2,668,598.67	99.07%	25,097.00	67,342.39

Limited Waiver of Construction Lien

1. Upon receipt of payment, the undersigned hereby waives all rights to or claims for a lien on the land hereafter described, for any and all work, materials, plans and specifications made or furnished for the improvements of said lands, furnished between the date of February 1, 2026 and February 28, 2026 to the extent of \$ 69,364.42 only.

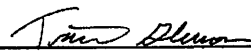
(Describe) Sixty-Nine Thousand Three Hundred Forty Six & 42/100**

said improvements being done for Village of Newburg, Owner by August Winter & Sons, Inc., Prime Contractor said lands being situated in Ozaukee County, Wisconsin, and described as Wastewater Treatment Plant Upgrades
(legal description, street address or other clear description).

2. The work done or to be done or materials furnished or to be furnished by the undersigned for said job consists of Mechanical Work
3. The right to assert construction lien rights for work done or materials furnished in excess of said amount or exclusive of stated period on said job is hereby expressly reserved.
4. This waiver furnished is a waiver of lien rights only, and not of any contract rights of the claimant otherwise existing.
5. Notwithstanding Section 779.05, Wisconsin Statutes, if the consideration for this lien waiver consists of an uncertified check or other negotiable instrument, this lien waiver is null and void if such check or other negotiable instrument is dishonored or otherwise not paid when due.

Dated this 25th day of Feb, 2026

AUGUST WINTER & SONS, INC.


Assistant Corporate Secretary
2323 North Roemer Road, PO BOX 1896
Appleton, WI 54913

UNCONDITIONAL WAIVER AND RELEASE PROGRESS PAYMENT

Job Number: 80624-

Job Name: Newburg WWTP

Vendor No: 40,903

The undersigned has been paid and has received a progress payment in the sum of:
\$171.16 for labor, service, equipment or material furnished to **August Winter and Sons, Inc.**
on the job of: 80624-
located at: **3590 Municipal Drive**
Newburg, WI 53060

through: 2/5/2026 only, for and in the consideration of the payment amount listed above, the undersigned does hereby waive and release any lien rights to, or claim of liens with respect to and on said above-described premises, and the improvements thereon, on account of labor, services, material, fixtures, apparatus or machinery heretofore furnished by the undersigned to or for the above described premises by virtue of said contract.

NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU, IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL RELEASE FORM.

Dated: 2/12/2026

By: Ferguson Enterprises LLC

Company Name

Lina Castillo

Signature

Credit Services Specialist

Title

creditwaivers@ferguson.com

Please sign and return by mail or fax to:

August Winter & Sons, Inc.

PO Box 1896

Appleton, WI 54912-1896

Email: AR@augustwinter.com

FAX (920)739-4993

For the following Invoices:

Job: 80624-

Invoice 1248227

171.16

UNCONDITIONAL WAIVER AND RELEASE PROGRESS PAYMENT

Job Number: 80624-

Job Name: Newburg WWTP

Vendor No: 40,903

The undersigned has been paid and has received a progress payment in the sum of:
\$30.88 for labor, service, equipment or material furnished to **August Winter and Sons, Inc.**
on the job of: 80624-
located at: **3590 Municipal Drive**
Newburg, WI 53060

through: 1/20/2026 only, for and in the consideration of the payment amount listed above, the undersigned does hereby waive and release any lien rights to, or claim of liens with respect to and on said above-described premises, and the improvements thereon, on account of labor, services, material, fixtures, apparatus or machinery heretofore furnished by the undersigned to or for the above described premises by virtue of said contract.

NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU, IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL RELEASE FORM.

Dated: 1/27/2026

By: Ferguson Enterprises LLC

Company Name

Jina Castillo

Signature

Credit Services Specialist

Title

creditwaivers@ferguson.com

Please sign and return by mail or fax to:
August Winter & Sons, Inc.
PO Box 1896
Appleton, WI 54912-1896

Email: AR@augustwinter.com
FAX (920)739-4993

For the following Invoices:

Job: 80624-

Invoice 1168507

30.88