

PO Box 159
242 Fredonia Avenue
Fredonia, WI 53021
Phone: 262-692-9125
Fax: 262-692-2883



Administrator: Christophe Jenkins
admin@fredoniawi.gov
Clerk: Michelle T. Johnson
clerk@fredoniawi.gov
Treasurer: Melissa Depies
treasurer@fredoniawi.gov

AGENDA

FREDONIA VILLAGE BOARD MEETING
Thursday, January 18th, 2024 at 7:00 PM
Fredonia Government Center - Board Room
242 Fredonia Avenue, Fredonia, Wisconsin

**THE FOLLOWING BUSINESS WILL BE BEFORE THE VILLAGE BOARD
FOR INITIATION, DISCUSSION, CONSIDERATION, DELIBERATION
AND POSSIBLE FORMAL ACTION**

1. Call to Order
2. Pledge of Allegiance / Roll Call
3. Public Comments
Please note public comments are limited to five minutes per person
4. Consent Agenda:
 - a) Approve Minutes of January 4th, 2024 Village Board Meeting
 - b) Approve General Fund, Water and Sewer Invoices.
5. Report on Village Committees by:
 - a) Parks and Recreation
6. Report on Operations of Village by:
 - a) Village President
 - b) Village Administrator
 - c) Village Marshal
 - d) Fire Chief
 - e) Public Works/Wastewater Treatment Plant
 - f) Clerk
 - g) Treasurer
 - h) Ozaukee County District 2 Supervisor
7. Items for Discussion and/or Action
 - a) Introduction of Ordinance 2024-01 Pertaining to Sets of Election Inspectors

- b) Motion to Approve 2023 Contribution to Service Award Program for Fire Department Eligible Members.
- c) Motion to Approve ALS-Paramedic Intercept Agreement Between the Village of Fredonia and Waubeka.
- d) Motion to Approve Purchase of a 2022 Chevy 1500 Crew Cab Pick-Up Truck, Not to Exceed \$45,000.
- e) Motion to Approve Trustee Dohrwardt as the Designated Representative to the Mid-Moraine Municipal Association, to be Reimbursed for Mileage per Employee Handbook.

6. Correspondence

7. Items for Future Consideration by Village Board

8. Adjournment

UPCOMING MEETINGS:

Village Board – February 8th, 2024

Plan Commission – February 5th, 2024 (if necessary)

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the village clerk at (262) 692-9125.

VIEW/ATTEND MEETING VIA ZOOM

The Village of Fredonia will be utilizing ZOOM as a part of the Village Board meetings. All meetings will adhere to Wisconsin Open Meetings Laws and follow guidance provided by the WI Department of Justice. **The public is able to attend public meetings in person.** ZOOM is intended to provide an additional option for the public to join the meeting via computer, iPad, tablet, or telephone.

We ask that you have your microphone muted. The Village reserves the right to mute disruptive attendees.

The Village President will recognize anyone wishing to talk at the appropriate time and ask you to make your comments.

Michelle Johnson is inviting you to a scheduled Zoom meeting.

Topic: January 18, 2024 Village Board of Trustees Meeting

Time: Jan 18, 2024 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86388840018>

Meeting ID: 863 8884 0018

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cjenkins@village.fredonia.wi.us
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mjohnson@village.fredonia.wi.us
Treasurer: Melissa Depies
mdepies@village.fredonia.wi.us

DRAFT

FREDONIA VILLAGE BOARD MEETING MINUTES

Thursday, January 4th, 2024 at 7:00 PM

Fredonia Government Center - Board Room
242 Fredonia Avenue, Fredonia, Wisconsin

1. President Gehrke called the meeting to order at 7:00PM followed by the Pledge of Allegiance.
2. Trustees Present: President Gehrke, Trustee Paape, Trustee Haas, Trustee Abegglen, Trustee Dohrwardt, Trustee Bartz, Trustee Meyle.
Staff Present: Administrator Jenkins, Clerk Johnson
Public Present: Member of press
3. **Public Comments:** *Trustee Bartz solicited volunteers for the Illuminated Winter Walk on January 20th at 6:00PM at Marie Krause Park.*
4. **Motion to Approve Minutes of December 7th, 2023 Village Board Meeting and General Fund, Water and Sewer Invoices** made by Trustee Dohrwardt.
Seconded by Trustee Haas.
Passed by unanimous voice vote.
5. Report on Village Committees by:
 - a) **Joint Review Board:** *Trustee Abegglen provided an update on the meeting of the JRB, stating that the Citizen Member remained the same. The JRB reviewed the TID #3 annual report and adjourned.*
6. Items for Discussion and/or Action
 - a) **Motion to Approve 2022 and 2023 Updates to Village Code of Ordinances by General Code, Not to Exceed \$12,000** made by Trustee Dohrwardt.
Seconded by Trustee Abegglen.
Clerk Johnson explained that this was a budgeted expense to update the changes made to the Village's Code of Ordinances over a two-year span. The estimate was what she anticipated, given the changes to the clerk-treasurer position made in 2022.
Passed by unanimous voice vote.
 - b) **Motion to Approve BCPL State Trust Fund Loan Application in the Amount of \$106,100.00 for the Purpose of Financing the Purchase of a Skid Steer and Pickup Truck** made by Trustee Dohrwardt.
Seconded by Trustee Meyle.

Administrator Jenkins explained that there were two groups of borrowing accounted for in the 2024 budget. The purchase of equipment was not eligible under the larger bond. Staff researched rates at local banks and found the most competitive rate, 6.25%, was with a State Trust Fund loan. Trustee Dohrwardt asked if there was a prohibition to refinance in the future. Administrator Jenkins responded that there was not. Trustee Dohrwardt asked if both vehicles would be billed in 2024. Administrator Jenkins said they would be. He then shared a graph exhibiting projected debt service. Because there had been questions on social media about raised taxes, he wished to illustrate that the Village was paying down enough existing debt to take on more without an impact to the taxpayers. Trustee Meyle asked why the Village was borrowing for a budgeted expense. Administrator Jenkins responded that the budget had planned on borrowing for these items.

Passed by unanimous voice vote.

c) Motion to Approve Resolution 2024-01 to Borrow Funds and Levy Tax in the Amount of \$106,100.00 for the Purpose of Financing the Purchase of a Skid Steer and Pickup Truck made by Trustee Haas.

Seconded by Trustee Bartz.

President Gehrke introduced Resolution 2024-01 which was included in the packet:

FORM OF RECORD

The following preamble and resolutions were presented by Trustee _____ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the Village of **Fredonia**, in the County(ies) of **Ozaukee**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **One Hundred Six Thousand One Hundred And 00/100 Dollars (\$106,100.00)** for the purpose of **financing the purchase of skidsteer and pickup truck** and for no other purpose.

The loan is to be payable within **10** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **6.25** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the Village of **Fredonia**, in the County(ies) of **Ozaukee**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the Village of **Fredonia** by such loan from the state be applied or paid out for any purpose except **financing the purchase of skidsteer and pickup truck** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the president and clerk of the Village of **Fredonia**, in the County(ies) of **Ozaukee**, Wisconsin, are authorized and empowered, in the name of the Village to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the Village pursuant to this resolution. The president and clerk of the Village will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this Village forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed by unanimous roll call vote:

President Gehrke: Aye
Trustee Paape: Aye
Trustee Haas: Aye
Trustee Abegglen: Aye
Trustee Dohrwardt: Aye
Trustee Bartz: Aye
Trustee Meyle: Aye

6. **Correspondence-** *President Gehrke shared the invitation to Mid Moraine Municipal Association dinner on January 24th, 2024.*
7. **Items for Future Consideration by Village Board:** none.
8. **Motion to Adjourn** made by Trustee Abegglen.
Seconded by Trustee Meyle.
Passed by unanimous voice vote.

Meeting Adjourned 7:16PM.

Respectfully Submitted,

Michelle T. Johnson
Village Clerk

1/15/2024

1:11 PM

In Progress Checks - Full Report - ALL

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ALL Checks by Payee

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	1/15/2024	AVI SYSTEMS, INC. GOOSENECK MICROPHONES	
110-00-51100-810-000		VILLAGE BOARD EQUIPMENT GOOSENECK MICROPHONES	697.88
			88916915
110-00-51100-810-000		VILLAGE BOARD EQUIPMENT MICROPHONE MIXER	1,740.32
			88931773
110-00-51100-810-000		VILLAGE BOARD EQUIPMENT MICROPHONE SUPPLIES	3,866.46
			88919101
		Total	6,304.66
	1/15/2024	BADGER METER, INC. BEACON HOSTING SERVICE	
			<i>Previous Year Expense</i>
600-00-53700-000-681		OFFICE SUPPLIES BEACON HOSTING SERVICE	226.38
			80148519
		Total	226.38
	1/15/2024	COMPARIN, CALVIN L. JANITORIAL SERVICES-DECEMBER	
			<i>Previous Year Expense</i>
100-00-51600-350-000		REPAIR/MAINTENANCE VILLAGE HAL JANITORIAL SERVICES-DECEMBER	300.00
			722
		Total	300.00
	1/15/2024	DREWS TRUE VALUE #0103-2 MISC HARDWARE	
			<i>Previous Year Expense</i>
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME TOW RECEIVER TUBE	22.30
			283910
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME CONTACT TIP	3.98
			283932
		Total	26.28
	1/15/2024	Harter's Lakeside Disposal GARBAGE COLLECTION	
			<i>Previous Year Expense</i>
100-00-53620-290-000		CONTRACT GARBAGE COLLECTION GARBAGE COLLECTION	6,955.20
			567735
100-00-53621-290-000		CONTRACT - RECYCLING RECYCLE COLLECTION	2,174.40
			567735
		Total	9,129.60
	1/15/2024	HOUSEMAN AND FEIND, LLP MUMICIPAL MATTERS	
			<i>Previous Year Expense</i>

1/15/2024 1:11 PM

In Progress Checks - Full Report - ALL

ALL Checks by Payee

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51300-210-000		LEGAL COUNSELING	237.00
		MUMICIPAL MATTERS	
		83922	
		Total	237.00
<hr/>			
	1/15/2024	LOCHEN EQUIPMENT	
		PLOW TRUCK REPAIRS	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	417.02
		PLOW TRUCK REPAIRS	
		001-1005197	
		Total	417.02
<hr/>			
	1/15/2024	MID-MORAINES MUNICIPAL ASSOCIATION	
		DOHRWARDT	
100-00-51100-320-000		DUES & CONVENTIONS	42.00
		DOHRWARDT	
		012424	
		Total	42.00
<hr/>			
	1/15/2024	MID-STATE EQUIPMENT	
		SKID LOADER	
110-00-53240-810-000		HIGHWAY EQUIPMENT & MACHINES	59,600.00
		SKID LOADER	
		C15795	
		Total	59,600.00
<hr/>			
	1/15/2024	NEUENS FREDONIA LUMBER LLC	
		MISC HARDWARE	
		Previous Year Expense	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	7.58
		LIGHT BULB	
		2312-664373	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	6.06
		GROUND CORD PLUG	
		2312-664378	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	24.27
		SPRAY PAINT	
		2312-664634	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	32.11
		TREATED MCA ULTRA SEL SYP	
		2312-664727	
100-00-53270-350-000		REPAIR/MAINTENANCE (SHOP)	20.61
		CARBIDE DRILL BIT	
		2312-664810	
100-00-53300-350-000		REPAIR/MAINTENANCE STREETS	33.69
		MISC SALES	
		2312-664940	
		Total	124.32
<hr/>			
	1/15/2024	O'REILLY AUTO PARTS	
		BULB/DEF	

1/15/2024

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ALL Checks by Payee

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Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	22.48
		BULB/DEF	
		5003-382537	
		Total	22.48

1/15/2024 OZAUKEE COUNTY TOURISM COUNCIL, INC.

OZ CTY TOURISM PARTNERSHIP

100-00-56700-000-000		ECONOMIC DEVELOPMENT	125.00
		OZ CTY TOURISM PARTNERSHIP	
		2024	
		Total	125.00

1/15/2024 SABEL MECHANICAL, LLC.

PUMP MAINTENANCE/REPAIRS

Previous Year Expense

660-00-53610-000-832		MAINTENANCE-PUMPS	1,689.27
		PREVENTIVE MAINT PUMP ONE/INFLUENT PUMP	
		230925	
660-00-53610-000-832		MAINTENANCE-PUMPS	1,391.19
		RE-CABLED FLYGT 3068 PUMP	
		230926	
		Total	3,080.46

1/15/2024 SECURIAN FINANCIAL GROUP

LIFE INSURANCE FEB 2024

100-00-51940-000-000		LIFE INSURANCE	215.06
		LIFE INSURANCE FEB 2024	
		022024	
100-00-51960-000-000		HEALTH INSURANCE	50.88
		ACCIDENT INSURANCE FEB 2024	
		0224	
		Total	265.94

1/15/2024 STEFFEN PLUMBING & HEATING, INC.

PVC CAP/FERNCO

600-00-53700-000-650		REPAIRS WATER	7.50
		PVC CAP/FERNCO	
		131235	
		Total	7.50

1/15/2024 WE ENERGIES

GAS/ELECTRIC SERVICE

Previous Year Expense

100-00-55200-220-000		PARKS ELECTRIC	26.04
		MARIE KRAUSE PARK	
		4858242988	
100-00-55200-220-000		PARKS ELECTRIC	152.00
		STONE CREEK PARK	
		4857431031	
100-00-53420-220-000		ELECTRIC STREET LIGHTING	25.55
		ENTRANCE SIGN	
		4858205101	

1/15/2024

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ALL Checks by Payee

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-55200-220-000		PARKS ELECTRIC	40.64
		OAK PARK	4858863543
100-00-53420-220-000		ELECTRIC STREET LIGHTING	4,430.15
		STREET LIGHTING	4858764736
100-00-53270-220-000		ELECTRIC BUILDINGS/GROUNDS	15.07
		420 WHEELER AVE-LIGHTING	4857500964
100-00-53420-220-000		ELECTRIC STREET LIGHTING	14.23
		LED STREET LIGHTS	4857189408
660-00-53610-000-821		FUEL & POWER EXPENSE	33.18
		LIFT STATION	4857079655
660-00-53610-000-821		FUEL & POWER EXPENSE	3,471.10
		WWTP ENERGY ANALYSIS-ELECTRIC	4860362793
600-00-53700-000-620		POWER FOR PUMPING	987.17
		PUMP HOUSE 1	4858220337
600-00-53700-000-620		POWER FOR PUMPING	107.03
		WATER TOWER	4858803631
600-00-53700-000-620		POWER FOR PUMPING	1,133.15
		PUMP HOUSE 2	4860899945
Total			10,435.31

1/15/2024 WISCONSIN DEPARTMENT OF REVENUE

ASSESSMENT OF MANUFACTURING PROPERTY

100-00-51530-210-000		ASSESSMENT/ASSESSOR CONTRACT	2,097.33
		ASSESSMENT OF MANUFACTURING PROPERTY	033124
Total			2,097.33

1/15/2024 WISCONSIN DOCUMENT IMAGING

COPIES

Previous Year Expense

100-00-51600-400-000		TECHNOLOGY VILLAGE HALL	101.67
		COPIES	236035
Total			101.67

Grand Total 92,542.95

1/15/2024

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In Progress Checks - Full Report - ALL

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ALL Checks by Payee

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Dated From:

From Account:

Thru:

Thru Account:

Amount

Total Expenditure from Fund # 100 - GENERAL FUND	17,592.32
Total Expenditure from Fund # 110 - CAPITAL PROJECTS	65,904.66
Total Expenditure from Fund # 600 - WATER UTILITY	2,461.23
Total Expenditure from Fund # 660 - SEWER UTILITY	6,584.74
Total Expenditure from all Funds	92,542.95

Parks and Recreation Committee
Wednesday, January 10, 2024 at 7:00 PM
Fredonia Government Center - Board Room
242 Fredonia Avenue, Fredonia, Wisconsin

Winter Walk Discussion:

volunteers -

Dan & Kurt to man the bonfire

Jamie & Nicole to handle Hot Chocolate

Balance of volunteers to help guide walkers through the woods

Dan to donate hot chocolate

Tiffany to donate cups

We will set up lights every 10-15 feet

team to meet at the park around 2 for set up and start clean up around 9

We will then meet back around 5:30 for final set up

Nicole will bring a bin for Food Donation

Tiffany to drop off donations to Ozaukee Food Alliance

Chris to talk to FD about lights for the park and make sure garbage cans are available and bathrooms are available for use

River Edge - Stony Creek Clean Up

Dan will reach out to Brianna at River Edge about what a "clean up" entails. What do they envision will happen for this event.

P & R would like to schedule something for April/May time frame

Area's to look at: Between Martin Ave & Fredonia Ave as well as North of Martin Ave by N Milwaukee St.

Items for future consideration:

Fire works - schedule call with Fireworks company and determine budget number

Mudonia - We would like to schedule this for July 27th - More info to come

Mel's Canoe Run - Dan is going to reach out to Mel's to see if Parks & Rec and Friends of Fredonia could set up a tent at Waubedonia Park to sell concessions at the start of the Canoe Run

Movie in the Park - Discussed having 1 movie this summer. More to be determined

President Gehrke called for Adjournment

Trustee Meyle Second

DRAFT

From the Desk of:
Christophe E. Jenkins
Village Administrator



January 2024
Village Administrators Report

1. Smart Residential, Industrial, and Commercial Growth

Calls and meetings have taken place with various economic development entities to engage possible developers and learn of grant opportunities to help the village. Engineering is just about complete for Innovation Drive in time for us to go out to bid on this immense project. Engineering for Highland also continues with a plan to bid out after Innovation Drive.

2. Responsible Fiscal Policy

Tax collection has been in full swing in our offices – this has truly been a team effort with everyone stepping up to assist. Our December reconciliation was processed successfully and we continue to collect in-house until the end of January.

Pre-audit work has been submitted to Baker Tilly as compiled by our Treasurer and Workhorse. Unaudited numbers show that we ended 2023 with a positive net change in general fund – a first in over 5 years, which is a positive testimony to the work we've been doing. We're are going through the steps for our 2024-25 bonding which includes capital improvement projects and industrial park road build out. Treasurer Depies and I began 2024 inputting our line items and making sure everything is booking to appropriate accounts to start the year on a positive note.

3. Support Public Safety & Infrastructure

First off, we have 3 full-time paramedics! With the addition of Casey Bielen we become the first Ozaukee County Fire Department to fulfill out hiring requirements for the Ozaukee County Paramedic grant. Thanks to aggressive hiring and our unique opportunity to trailblaze in the northern part of the county, we've been able to recruit and retain these important personnel. Chief Weyker and I have begun conversations on highlighting metrics and costs of operation to monitor over the next year to ensure future success for this program.

Head Marshal Mike Davel announced he will be officially retiring from Fredonia end of March. He and Sergeant Leet have been planning a smooth transition with most of the office work now being retained by Leet. The Public Safety Committee plans on meeting in advance of the end of March to give the final blessing on the transition, and we look forward to facilitating this changeover.

DPW Staff has been busy with normal winter maintenance items throughout the village, including the recent onslaught of snow. Thank you for the incredible effort!

4. Encourage Open Communication & Collaboration

Candidates for the April 2024 General Election were certified for inclusion on the ballot. Those candidates for Village Trustee positions are: Jessica Franck, Richard Abegglen, and Natalie Eippert

Congratulations to these candidates for their willingness to step up and serve our community!

Digicorp completed their transfer of our email and office software. There are still a few hiccups along the way, but we've been able to move forward pretty seamlessly. Thank you to Clerk Johnson for her assistance in monitoring this process and fielding inquiries as they've come in.

5. Strong Sense of Community

The Friends of Fredonia Parks and Rec have begun strong with a key group of elected officials and establishment of their by-laws, finances, and best practices. They've begun their planning for assisting with our events throughout the year. Trustee Bartz and the Parks Committee have also begun their planning for an exciting 2024! The planned Winter Walk through Marie Krause Park has been rescheduled to February 17, 2024 from 5-8pm, in deference to the Packers' continuing season. Go Pack go!

Overall, we continue to make significant progress in achieving the Village of Fredonia's overarching goals.

Thank you,

Christophe E. Jenkins – Village Administrator



FREDONIA VILLAGE MARSHAL
REPORT TO VILLAGE BOARD
Dec 31, 2023

SIGNIFICANT EVENTS: NA

UPCOMING EVENTS: SGT Leet attending new Chiefs training Jan 22-26

AS OF: Dec 31, 2023

HOURS:	3530.25	2022 TOTAL:	2929.50
AVERAGE PER WEEK:	73.5	2022 AVERAGE:	61
COMPLAINTS 2023:	750	COMPLAINTS 2022:	730
ARRESTS 2023:	96	ARRESTS 2022:	120

EQUIPMENT ISSUES: None

MISCELLANEOUS: New radios have been issued to all.

Final 2015 revenue:	\$1,777.71
Final 2016 revenue:	\$5559.55
Final 2017 revenue:	\$3762.85
Final 2018 revenue:	\$1190.04
Final 2019 revenue:	\$4900.00
Final 2020 revenue:	\$1094.00
Final 2021 revenue:	\$6500.00
2022 revenue:	\$2960.00
2023 revenue:	\$666.00
The 8 average is:	\$3467.00

FREDONIA VILLAGE MARSHAL

ANNUAL REPORT
2023



Michael F. Davel, Village Marshal

Administration and Personnel

- Michael Davel
- Ryan Hurda DEPARTED
- Douglas Wilde
- Santino Valente
- Matt Haas DEPARTED
- Eric Leet
- Daniel Wolff
- Chris Martin
- Craig Czarnecki DEPARTED
- Mellissa and Michelle/Village Staff

Personnel Changes

- Present for duty December 31, 2022: 9
- Separated during the year: 3
- Recruited during the year: 1 (Dunn)
- Present for duty December 31, 2023: 7

Officer Hours (Per Week)

	<u>2022</u>	<u>2023</u>
• Davel	16	16
• Hurda	8	8
• Wilde	8	8
• Valente	8	8
• Haas/Dunn	10	10
• Leet-increased	9	9
• Wolff	10	10
• Martin	7	7
• Czarnecki	<u>As needed</u>	
Totals	76	76

Hours Worked

- 2023 Dispersion of Hours
- Weekly 73.5/Month 294.18/Total 3530.25

Officers are working days, afternoons and nights

** 7/8 road Officers all year – efficient dispersion of available hours.*

Training

- In Service — 24 hours - (*Pursuit Driving, DAAT, Firearms, etc.*) Officers are scheduled for in-service by full time agencies and FRPD.
- Fire Arms Qualification/3x's per year (handgun, rifle, scenario)
- First Aid
- Taser We have a certified Taser Instructor

Equipment

Squad Cars: 2017 Ford (30,934 miles)

2021 Ford (5006 miles)

- PBT (2)
- Shotguns (2) One is less lethal
- Radar Detectors (5) – 3 moving 2 stationary
- Tasers (5) upgraded in 2015/2019
- Rifle (2) – (each w/EOTEC Sight and magnifier)
- Portable Radios – 9
- Squad Radios – 2
- Computers – 4 (3 Laptops 1 desk top)
- Printers – 4 (1 each squad/2 office)
- Digital Camera - 2
- Body Worn Camera-first agency in OZCO to field BWC

Equipment Continued

Both squad cars are equipped with a Mobile Data Terminal (MDT). The MDT allows the officer to send and receive information directly from the squad car, i.e.. Registration checks, Driver's License status, wants/warrants, information from other Jurisdictions.

The installation of the MDT has had tremendous impact on our day to day operations. By installing the MDT we opened communication accounts with the State that will benefit the Village and Department in the future. The workstation at the office has been all capabilities of the squads. We do 80% of our work from the squad.

2023 Arrests

- Expired/Suspended Registration (17)
- Speed offenses (20)
- Disorderly Conduct (persons) (4)
- Obstructing (1) *
- Drug Violation (2)
- OAS/OAR/OWL (7)
- OAWI (1)
- BAC (1)
- Failure to stop (5)
- CCW (1) *
- Endangering Safety (1) *
- Other (36)

TOTAL 96

Warnings and Equipment Violations

We issue more warnings and
equipment violations than
citations.

Arrests by month

Month	Number
January	24
February	5
March	7
April	8
May	6
June	9
July	7
August	7
September	8
October	5
November	5
December	5
Total	96

Traffic Accidents 2023

Month	Number
Mar	1
May	2
Total	3

Parking Tickets

The Marshal's office issued 45 parking tickets in 2023.

All are for winter parking.

Complaints/Incidents

750 documented complaints

OZSO responded over 100 times.

- *This includes all arrests and traffic accidents.*
- *The remaining incidents include assisting other agencies, warrants assisting people, and civil matters.*

Complaints by Month

Month	Number
January	84
February	70
March	59
April	86
May	60
June	76
July	65
August	55
September	51
October	44
November	50
December	50
Total	750

Complaints Chart

Type	Number
Traffic	78
Drug	2
Theft	0
Property Damage	0
Animal	0
AOA	6
Juvenile	5
Disorderly Conduct	4
Other	655
Total	750

Other – civil matters, assist person, warrant pickups

Major Accomplishments

2023

- TRACS upgraded
- MMMC Interface

Policies (as required by law): all have been reissued

- Use of Force
- Citizen's Complaints
- Pursuits
- Open Records
- Domestic Abuse
- DNA
- Deadly Force
- Officer involved Death
- Expander of Jurisdiction
- Reporting Abuse
- Strip Searches
- Eye Witness ID
- Trespass
- Property and Evidence Control

Major Accomplishments

2023

- Mid Moraine Municipal Court
- Full integration of Pro Phoenix, Mobile Dispatch, Records Management System, and TRACS.
- Adaptation of Officers to scheduling needs
- Two coordinated K9 searches of NOSD

Initiatives for 2024

- Smooth transition of Marshal position
- Continue to build relationship with School District-Officer Wolff began in 2019
- Increased emphasis on traffic enforcement
- Continue with the collection system thru MMMC
- Continuation of regular duty hours at the office
- Hiring of new Officer
- Budget management
- Planning for new squad purchase



November/December 2023 MONTH(S) IN REVIEW

Training

Monthly Business Meeting – November / December

- Monthly vehicle and small equipment maintenance.
- Update membership on:
 - o Department Operations – new dispatching procedures, radio system
 - o Paramedic Program Update
 - o Incident review

EMS training –

- November
 - o EMS Equipment review with firefighter and non-EMT's - Trauma Emergencies
 - o Advanced Airway – presented by Medical Director (Aurora) for all EMT's
- December
 - o CPR Re-certification for all staff.

Engineer/Fire Training –

- November
 - o Expanded Extrication techniques from previous week
- December
 - o Pump Operations and SOG for fire suppression review

Paramedic Update

- Staffing Update
 - o May 2023 we hired Josh Van Natta
 - o October 2023 – Hired Krystal Woda
 - o December 2023 – Hired Casey Bielan
 - o All three are now Medical Director certified and we are fully staffed 24/7 paramedic program.
- Scheduled to start Paramedic Intercepts 1/15/2024 with Waubeka Fire Department

RECENT APPLICATIONS

- November / December
 - o End of year membership roster (clean-up)
 - Moved 3 Members to honorary status
 - 1 resignation

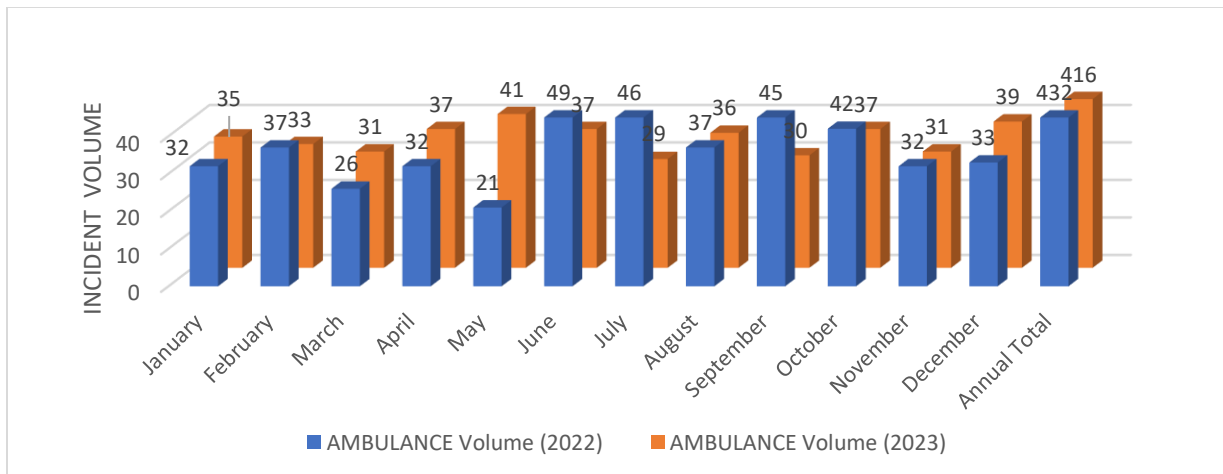
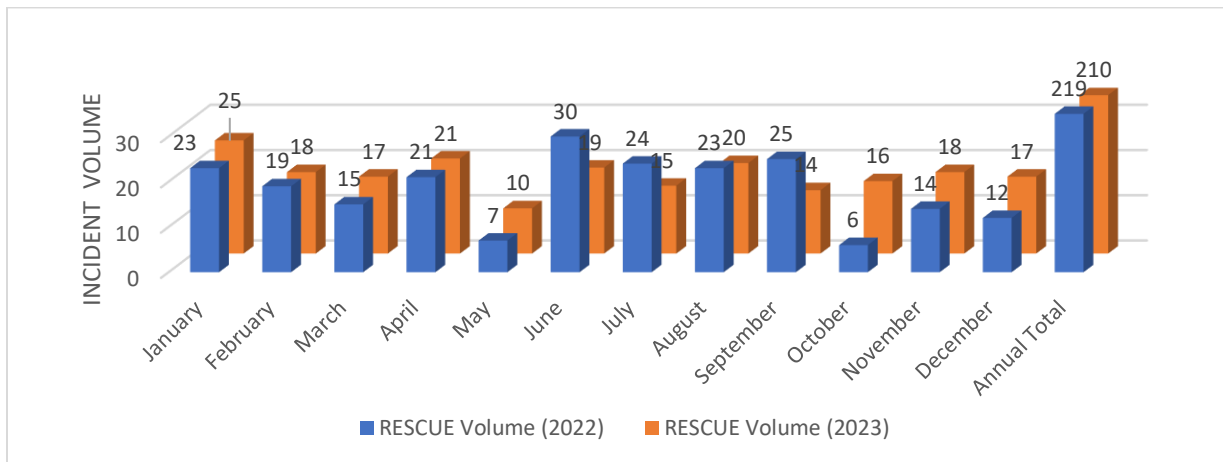
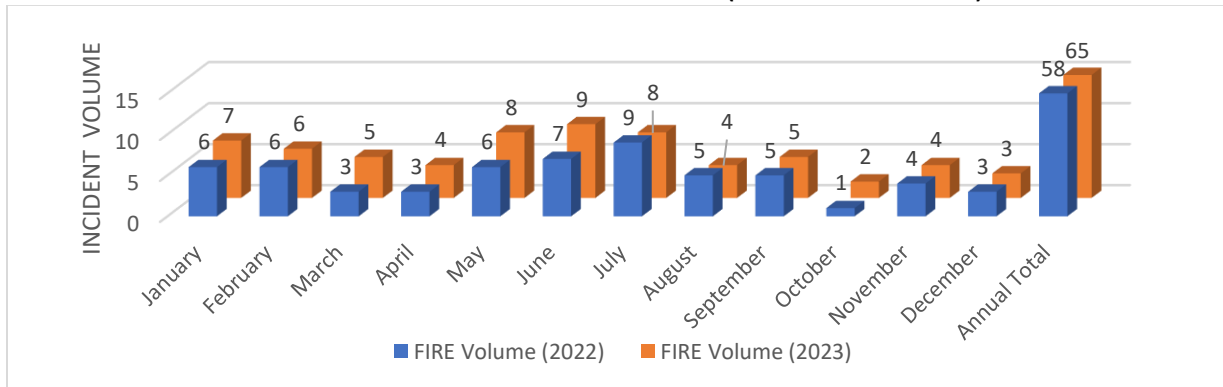


November / December 2023 - Call Volumes

Fire incidents – 7 (Nov=4 Dec=3)

Rescue Incidents – 35 (Nov=18 Dec=17)

Ambulance Incidents – 70 (Nov=31 Dec=39)



Eric Paulus
Director of Public Works



PO Box 159
242 Fredonia Ave
Fredonia, WI 53021
Phone (262) 483-0275
Fax (262) 692-2883
dpwdirector@fredoniawi.gov

Water

All testing was completed for 2023. Lead and Copper that was tested in July was finally completed after a Lab mix up that sent the samples into a wastewater matrix and not water. All houses that were tested were notified of the results.

Wastewater

Clarifier was completed and up and running. All pumps at the plant had their annual maintenance. Both lift stations had the maintenance done and found Ridgeway lift station has some pipe and check valve problems.

Parks

Was able to get a little more work done in the parks due to no snow. All Christmas decorations were installed on the poles and Freedom Park trees were lit without a problem.

Streets

Cold patching continued due to nice weather. Street sweeper made a tour.

Director

Getting all snow equipment ready for snow. Dump truck blew the radiator fan and now waiting for parts. 2012 Ford pick up has multiple lights not working on the truck.

From the Desk of
Michelle Johnson
Village Clerk

January 18th, 2024 Update to the Board

January has been spent receipting tax bills, water bills, and processing animal licensing. Chicken permits are due at Village Hall by January 31st and dog licenses are due by March 31st.

I worked with Digicorp on residual cleanup from our migration. I encourage trustees to archive any emails that you would normally delete. I will have access to archived emails in the event of a public records request but will lose access to deleted emails after a certain number of days. There is the possibility that we would have to pay Digicorp an hourly rate to retrieve responsive deleted emails, which we would have to pass on to the person making the public records request.

I completed the Winter installment of the newsletter, thanks to all who contributed! We continue to get great feedback from residents who are happy to have this type of community outreach. To continue the positive momentum of Village outreach and transparency, we will begin streaming all committee meetings live via zoom (just like a Board of Trustees meeting). Most meetings will need to take place in the boardroom to take advantage of the technology. As committee chairs schedule meetings, we can discuss how to set up the meeting for success.

I met with the three candidates up for election at the April 2, 2024 Spring election and helped them complete ballot access documents. We drew lots on Monday, January 8 to determine the order in which candidates will appear on the ballot. The order is as follows:

1. Richard Abegglen
2. Natalie M. Eippert
3. Jessica Franck

All candidate information has been sent to the county, entered into WisVote, and shared with the press.

We extended Village Hall hours to accommodate statutory deadlines regarding nomination papers.

We have two trainings scheduled for election inspectors on January 23rd and February 6th. This will be a two-hour training that will bring our seasoned staff up-to-date with changes in election law and offers a refresher on election day processes. One of my Chief Inspectors, Jessica Franck, will appear on the ballot in April and is disqualified from working on Election Day. We trained a back-up Chief Inspector at our November training, and I'm excited to welcome Clara Paulus as an assistant Chief Inspector. DPW Director Paulus and I plan to complete an accessibility study at Village Hall in anticipation of accessibility audits in the 2024 election cycle. We will also take advantage of state-funded accessible election day supplies, including increased signage, reading guides, and traffic cones (maybe to place in front of the boulder hit last year on election night!)

There is no Spring Primary.

REPORT FROM TREASURER JANUARY 18, 2024

The last update was given November 16, 2023 as the December meeting was cancelled.

Summary of activities completed:

- Day to day operations of the Village
- Processing invoices for payment
- Processing payroll and all associated requirements
- Bank reconciliations
- Completed entering the delinquent water and sewer amounts into Ascent for tax roll purposes
- Mailed out past due water and sewer bills to accounts that had remaining balances after the tax roll process
- Staff worked together to complete all steps in creating the Village tax bill and submitted information to the County
- Gathered and provided information necessary to start the Audit process
- Completed the preliminary Audit
- Virtual training with Employee Trust Funds: Preliminary annual reconciliation of Wisconsin Retirement System
- Virtual training with Employee Trust Funds: ETF Local Updates
- Tax Collections, of course, kept office staff very busy the last two weeks in December
- Sent out 4th Quarter water bills
- Receipting water/sewer bills
- Had a quick meeting with representative of PWSB to confirm best practices for ACH activities
- On boarded new employee Casey Bielen into WRS, and state insurance.
- On boarded new employee Casey Bielen into Village system.
- Participated in virtual call with Ehlers regarding Debt Proceeds Investments
- Participated in virtual call with S&P Global regarding Bond Ratings

Upcoming

- January – WRS Annual Reconciliation
- February 5 – 8: Final Audit – some on site (if needed); some remotely.



Request for Board Consideration

Item Description: Ordinance 2024-01 Pertaining to the Split Shifts of Election Inspectors	
Report Prepared By: Clerk Johnson	
Report Date: 12/28/2023	Meeting Date: 01/18/2024
Strategic Priority? <ul style="list-style-type: none"> ○ Smart Residential, Industrial, or Commercial Growth ○ Responsible Fiscal Priority ○ Supports Public Safety and Infrastructure ★ Encourages Open Communication and Collaboration ○ Strong Sense of Community 	
Fiscal Summary: No fiscal impact, as election inspectors are paid the same rate	
Budget Line Item: N/A	
Wisconsin Statute or Local Ordinance: Wis. Stat. § 7.30(1)(a) and Ordinance § 76-4 Election inspectors and other election officials.	
Background Analysis: The Village has historically utilized split shifts when staffing for elections. Wis. Stat. § 7.30(1)(a) obligates the Village to codify using 2 sets of workers on election day: <p style="margin-left: 20px;"><i>“A municipal governing body may provide by ordinance for the selection of alternate officials or the selection of 2 or more sets of officials to work at different times on election day, and may permit the municipal clerk or board of election commissioners to establish different working hours for different officials assigned to the same polling place.”</i></p> <p>Adoption of this ordinance will bring the Village into compliance with State law.</p>	
Staff Comments: Our election inspectors wish to carry on working half days on long election days. I prefer to use two sets of workers as it keeps minds fresh, especially for end-of-night reconciliation. This addition to our ordinances will also allow the clerk to select alternative inspectors after fully staffing an election to fill in in the event of an illness or absence of a scheduled inspector.	
Administrator’s Recommendation: Approve	
Action Requested: Motion to Approve Ordinance 2024-01 Pertaining to the Split Shifts of Election Inspectors.	
Attachments: <ol style="list-style-type: none"> 1. Ordinance 2024-01 	

ORDINANCE 2024-01

AN ORDINANCE AUTHORIZING TWO OR MORE SETS OF ELECTION INSPECTORS TO WORK AT DIFFERENT TIMES ON ELECTION DAY

WHEREAS, Wis. Stat. § 7.30 sets forth the procedures to be used in the appointment, number, qualifications, and training of election inspectors, commonly known as poll workers; and

WHEREAS, there are other individuals who are or may be appointed to tasks relating to the administration of an election, and any individual charged with any duties relating to the conduct of an election is an “election official” as defined by Wis. Stat. § 5.02(4e); and

WHEREAS, Wis. Stat. § 7.30(1)(a) allows a municipal governing body to, by ordinance, select alternate officials or 2 or more sets of officials to work at different times on election day; and

WHEREAS, allowing election inspectors to work a half-day or other partial shift helps ensure an adequate number of poll workers for elections held within the Village;

THEREFORE, the Village Board of the Village of Fredonia does ordain as follows:

That Section 76-4 of the Village of Fredonia Code of Ordinances be created to read as follows:

§ 76-4 Election inspectors and other election officials.

Pursuant to the authority of Wis. Stat. § 7.30(1)(a), the Village Clerk may do any or all of the following:

- a. Select alternate election officials;
- b. Select 2 or more sets of election officials to work at different times on election day;
- c. Establish different working hours for different election officials assigned to the same polling place.

The selection, number, qualifications, and other procedures relative to election inspectors and other election officials shall be governed by Wisconsin Statutes.

PASSED AND ADOPTED by the Village Board of the Village of Fredonia, Ozaukee County, Wisconsin this 1st day of February, 2024.

Daniel Gehrke, Village President

ATTEST:

Michelle Johnson, Village Clerk



Request for Board Consideration

Item Description: 2023 SAP contribution for eligible members	
Report Prepared By: First Assistant Chief Chris Kunstmann	
Report Date: 01/10/2024	Meeting Date: 01/18/2024
Strategic Priority? <ul style="list-style-type: none"> ○ Smart Residential, Industrial, or Commercial Growth ○ Responsible Fiscal Priority ★ Supports Public Safety and Infrastructure ○ Encourages Open Communication and Collaboration ○ Strong Sense of Community 	
Fiscal Summary: Estimated \$15,000	
Budget Line Item: 350-00-52230-308-000	
Wisconsin Statute or Local Ordinance:	
Background Analysis: This is a request for the Village of Fredonia to make a contribution to the Wisconsin Service Award Program (SAP) (formerly LOSAP) to all eligible members for 2023 service on the Fire Department. Eligible members are determined by completing at least the minimum number of training hours to remain in active status. These dollars accumulate in the State of Wisconsin's retirement program for volunteer servicemembers.	
Staff Comments: An estimate of \$15,000 was budgeted for this line item. In 2024 the State of Wisconsin will match every dollar contributed up to a maximum \$479.20 per member	
Administrator's Recommendation: Approve	
Action Requested: Motion to Approve 2023 Contribution to Service Award Program for Fire Department Eligible Members.	
Attachments: <ol style="list-style-type: none"> 1. TBD 	



Request for Board Consideration

Item Description: Paramedic Intercept Agreement with Waubeka Fire Department	
Report Prepared By: Brian Weyker – Fire Chief	
Report Date: 01/14/2024	Meeting Date: 01/18/2024
Strategic Priority? <ul style="list-style-type: none"> ○ Smart Residential, Industrial, or Commercial Growth ○ Responsible Fiscal Priority ★ Supports Public Safety and Infrastructure ○ Encourages Open Communication and Collaboration ○ Strong Sense of Community 	
Fiscal Summary: \$300.00 per request with patient care provided.	
Budget Line Item: 350-00-49160-000-000	
Wisconsin Statute or Local Ordinance:	
Background Analysis: Per current laws only one ambulance service can invoice a patient for medical care during an incident, therefore, without this agreement the Village of Fredonia would not receive any reimbursement for supplies/services.	
Staff Comments: This is a request for the Village of Fredonia Board to approve the paramedic intercept agreement between the Village of Fredonia Fire Department – Ambulance and Waubeka Fire Department.	
<p>This agreement will allow for a \$300 fee to be collected for all Paramedic Intercept requests that the Village of Fredonia Fire Department responds to and provides patient care for with Waubeka Fire Department. This \$300 fee is meant to cover supply / equipment costs used by paramedics during EMS/Rescue incidents where services are required.</p> <p>This paramedic intercept agreement will trigger an automatic response from Village of Fredonia Fire Department – Paramedics, pending the call critique level thru Emergency Medical Dispatching (Provided by Ozaukee Sherriff Department Dispatch) on the pending EMS/Rescue Incident.</p> <p>This agreement serves three purposes: allows Waubeka Fire Department - Ambulance to invoice the patient additional charges for higher level of care services provided during an EMS/Rescue incident that requires a paramedic, allows Village of Fredonia Fire Department – Ambulance to be reimbursed thru Waubeka Fire Department for paramedic supplies and services provided to their patient, and most importantly allowing a much closer service to provide paramedic level care to the residents in the Waubeka Fire Department territory (vs. paramedics from Port Washington).</p>	
NOTE:	

Agreements like this are only made with neighboring communities that support an ambulance service. Example: Belgium Fire Department does not maintain an ambulance service (We are their ambulance service), therefore, no agreement with Belgium Fire Department would be required.

Administrator's Recommendation: Approve

Action Requested: Motion to Approve ALS-Paramedic Intercept Agreement Between the Village of Fredonia and Waubeka.

Attachments:

1. Paramedic Intercept Agreement – signed by Waubeka Fire Department (2 Pages)



Fire Department
201 S Milwaukee Street
PO Box 159
Fredonia, WI 53021



Chief Brian Weyker
Phone: 262-692-9973
bweyker@village.fredonia.wi.us

ADVANCE LIFE SUPPORT-PARAMEDIC INTERCEPT AGREEMENT

This agreement sets forth the policies and procedures deemed necessary to ensure the fair and orderly management of medical emergency incidents for which area Fire Departments call upon the Village of Fredonia Fire Department for Medical Intercept Aid (Paramedic Intercepts). This procedure shall govern requests for and provision of Intercepts with area departments, and payment of Intercept fees associated with those requests.

1. **Requests for Aid**

Requests for an Intercept may be made by any department's Officer or Designee authorized to request such assistance.

The Village of Fredonia Fire Department upon receiving a request for an Intercept shall immediately notify the requesting department if the Intercept cannot be provided.

2. **Authority**

The department requesting the Intercept shall be in command of the emergency operations and site in accordance with the Incident Command System (ICS) guidelines. A department requesting an Intercept may delegate certain command authority to the personnel providing the Intercept.

A department requesting an Intercept, although in ultimate command of the emergency operation, should respect the command and authority of the personnel providing the Intercept. Personnel from the Village of Fredonia Fire Department who are providing the Intercept shall be under the immediate supervision and ultimate authority of their Medical Control Physician and the Medical Protocols in place governing the specific injury or condition of the patient(s).

3. **Operation**

When providing an Intercept, the Village of Fredonia Fire Department personnel shall contact the incident commander prior to arrival at the scene, or arrival at the designated meeting point. The Incident Commander shall supply a comprehensive report of the patient's medical condition as is reasonably obtainable. This report shall include; type of illness, mechanism of injury, assessment of patient condition, and any treatment or interventions applied.

The parties shall designate a meeting point, if not at the original scene, and a time of estimated arrival. The Intercept Team shall transfer themselves and their equipment to the requesting department's ambulance. The requesting department shall furnish one (1) person to drive the Fredonia Fire Department vehicle to the receiving hospital or an agreed upon location, in a non-emergency mode.

4. **HIPAA**

All parties to this agreement shall comply with the provisions of the Health Insurance Portability and Accountability Act of 1996. All patient medical records are confidential and all parties to this agreement shall comply with all laws respecting the same.



Fire Department
201 S Milwaukee Street
PO Box 159
Fredonia, WI 53021



Chief Brian Weyker
Phone: 262-692-9973
bweyker@village.fredonia.wi.us

ADVANCE LIFE SUPPORT-PARAMEDIC INTERCEPT AGREEMENT

5. Medicare Anti-Kickback Statute

All parties to this agreement shall comply with the Medicare Anti-Kickback Statute, or any State anti-kickback statute. Any payments following the provision of an Intercept shall be consistent with what the parties reasonably believe to be the fair market value of the services provided. Any remuneration, benefit, or privilege provided for under this Agreement shall not influence nor in any way be based on the referral or recommended referral by either party of patients to the other party.

6. Termination

This Advanced Life Support Agreement can be terminated at any time for any reason by either party (30) days advance written notice by the terminating party to the non-terminating party.

7. Cost of Operations

A department requesting an Intercept shall be solely responsible for costs and expenses incurred at, or as a result of the Intercept. A department requesting aid shall be billed for services provided, in accordance with the fee schedule set by the Village of Fredonia and/or its EMS billing Service.

The balance is due upon receipt of the invoice from the Village of Fredonia Fire Department's EMS billing company.

Intercept fees are reviewed annually, and will be changed as necessary to cover the costs of providing the Intercept. Intercept fee changes will be reviewed and approved by the Village of Fredonia Fire Chief and Village of Fredonia Administrator.

The current Flat Fee for Paramedic Intercept is \$300.00 per transport.

Dated: _____, 2023. Village of Fredonia Fire Department (provider)

By: _____ (Fire Chief)

By: _____ (Village Administrator)

Dated: December 12, 2023. Waubeka Fire Department Inc. (requester)

By: Josiah Caswell (Fire Chief)

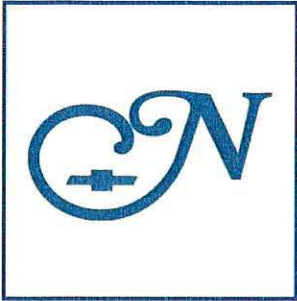
By: Julie Depier



Request for Board Consideration

Item Description: 2022 Chevrolet Silverado 1500 4x4	
Report Prepared By: Eric Paulus	
Report Date: 1-15-24	Meeting Date: 1-18-24
Strategic Priority? <ul style="list-style-type: none"> ○ Smart Residential, Industrial, or Commercial Growth ○ Responsible Fiscal Priority ★ Supports Public Safety and Infrastructure ○ Encourages Open Communication and Collaboration ○ Strong Sense of Community 	
Fiscal Summary: the 2024 CIP Budget allocated \$45,000 towards the purchase of a pick-up truck. Truck not to exceed \$38,000 and lights and accessories not to exceed \$7,000, totaling \$45,000.	
Budget Line Item: 110-00-53240-810-000 "Highway Equipment and Machines"	
Wisconsin Statute or Local Ordinance:	
Background Analysis: Asking to purchase a used 2022 chevy 1500 4x4 to replace the 2014 squad car. The squad has been having transmission issues and the cost to fix is estimated at \$5,000.	
Staff Comments: This truck will be replacing the 2014 Director car that has transmission issues.	
Administrator's Recommendation: Approve	
Action Requested: Motion to Approve Purchase of a 2022 Chevy 1500 Crew Cab Pick-Up Truck, Not to Exceed \$45,000.	
Attachments: <ol style="list-style-type: none"> 1. Photo of Truck 2. Purchase Agreement 	





Purchase Agreement

Nick Torcivia
 Newman Chevrolet
 1181 Wauwatosa Road
 Cedarburg, WI 53012

Buyer	Co-Buyer	Vehicle
Village Fredonia Po Box 159 Fredonia, WI 53021		2022 Chevrolet Silverado 1500 LTD Custom VIN: 1GCPYBEK6NZ154213 Stock #: 6106 Mileage: 11,775 Color: White

Purchase Details	
Sales Price:	\$36,411.00
Savings:	\$3,489.00
Accessories:	\$0.00
Service Contract:	\$0.00
GAP:	\$0.00
Government Fees:	\$199.00
Proc/Doc Fees:	\$395.00
Total Taxes:	\$0.00
Total Sales Price:	\$37,005.00
Trade Allowance:	\$0.00
Trade Payoff:	\$0.00
Trade Equity:	\$0.00
Rebate:	\$0.00
Cash Down:	\$0.00
Cash Price:	\$37,005.00

X

 Customer Signature

X

 Manager Signature

 Date

 Date

Disclaimer:

Subject to credit approval, offer valid for current business day only.

Printed 1/15/24 10:07 AM