

PO Box 159
242 Fredonia Avenue
Fredonia, WI 53021
Phone: 262-692-9125
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Administrator: Christophe Jenkins
cjenkins@village.fredonia.wi.us
Clerk: Michelle T. Johnson
mjohnson@village.fredonia.wi.us
Treasurer: Melissa Depies
mdepies@village.fredonia.wi.us

AGENDA

FREDONIA VILLAGE BOARD MEETING
Thursday, October 5th, 2023 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 September 21st, 2023 Village Board Meeting
 - b) Approve General Fund, Water and Sewer Invoices.
5. Presentations
 - a) 2023 Village Beautification Award
 - b) 2024 Budget Presentation
6. Report on Village Committees by:
 - a) Planning Commission
 - b) Finance Committee
7. Items for Discussion and/or Action
 - a) Motion to Approve Ordinance 2023-11: Pertaining to the Monthly Permitting Option for Food Trucks.
 - b) Motion to Enter into Closed Session Pursuant to State Statute 19.85(1)(c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body Has Jurisdiction or Exercises Responsibility (Village Administrator)
8. Correspondence

Posted at Port Washington State Bank, Fredonia Post Office, and Village Hall on 10/3/2023

9. Items for Future Consideration by Village Board

10. Adjournment

UPCOMING MEETINGS:

Village Board – October 19th, 2023

Plan Commission – November 6th, 2023, if needed

Michelle Johnson is inviting you to a scheduled Zoom meeting.

Topic: October 5, 2023 Village Board Meeting

Time: Oct 5, 2023 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84082199960>

Meeting ID: 840 8219 9960

One tap mobile

+16469313860,,84082199960# US

+19292056099,,84082199960# US (New York)

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FREDONIA VILLAGE BOARD MEETING MINUTES

Thursday, September 21st, 2023 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, and Trustee Bartz.*
Trustees Excused: *Trustee Meyle*
Staff present: *Administrator Jenkins, Clerk Johnson, Marshal Davel, Engineer Isak Fruchtman, DPW Supervisor Eric Paulus, Brandon Heinen, and Jason Laabs*
3. No Public Comments were made.
4. **Motion to approve minutes of September 7th, 2023 Village Board Meeting, General Fund, Water and Sewer Invoices and Temporary "Class B" Temporary Class "B" Retailer's License for Divine Savior, Agent: Holly Masengarb, for October 21, 2023, Fall Trivia Night** made by Trustee Haas.
Seconded by Trustee Bartz.
Passed by unanimous voice vote.
5. Report on Village Committees by:
 - a) **Planning Commission:** *President Gehrke stated that the Planning Commission met to discuss a proposed ordinance change to the setbacks of accessory structures. The Planning Commission had no concerns and recommended approval.*
 - b) **Parks and Recreation:** *Trustee Bartz stated that Movie Night had a great turn-out of 120 people. OWSBA sold concessions and the winner of the 50/50 raffle donated the prize money back to the Village. Preliminary discussion have begun regarding the Comprehensive Parks and Open Space Plan. There are plans for a tree lighting and a winter walk through Marie Krause Park.*
 - c) **150th Anniversary Celebration Subcommittee:** *Trustee Bartz said the subcommittee is gathering estimates for bands and food, and discussed potential activities. She said the Fire Department and the Village may join forces in planning the celebration.*
6. Report on Operations of Village by:
 - a) **Village President:** *President Gehrke stated that the Village has received preliminary*

splash pad cost estimates and staff is working on determining which work can be done in-house. He updated the Board on progress at the Hillcrest development, explaining that paving was complete on N. Milwaukee and Glendale, and they will begin actively marketing lots.

- b) **Village Administrator:** Administrator Jenkins highlighted the progress made at the Hillcrest development. He told the Board that an open house had been scheduled for developers to meet with the Village engineer to discuss development, engineering plans, timelines, and expectations in TID #3. Administrator Jenkins stated that a preliminary budget meeting scheduled with the Finance Committee to discuss the 2024 budget. He will bring the budget to the Board for approval at the first meeting in October and then final approval in November. Administrator Jenkins continues to explore grant opportunities with the county. He received a bid for a new microphone system for the board room and that it seemed reasonable to anticipate a 2023 installation. He stated that the splash pad design is in its final stages and fundraising will begin once plans are in place.
- c) **Village Marshal:** Marshal Davel stated that revenue from the Mid Moraine Municipal Court generated from citations is about the same as last year. He has received complaints about speeding on Fredonia Ave, and stationed Sgt. Leet to do speed checks. The highest speed clocked was 32mph. The speed sign on Fredonia Ave will be moved to Martin Drive. Trustee Abegglen congratulated Marshal Davel on his retirement from Port Washington.
- d) **Fire Chief:** Chief Weyker was not present, report on file. Administrator Jenkins stated that the Village is moving forward with a second interview with a candidate for the open paramedic position.
- e) **Public Works/Wastewater Treatment Plant:** Director Paulus highlighted the Village's new E-Recycling program, started at no cost to the Village or residents with a three-year contract. Trustee Paape asked where the bins were located. Director Paulus responded that they were at the garage and available by appointment only. Director Paulus gave an update on the search for a baby dump truck, and after months of looking, found a good option. Trustee Bartz asked for an update on the new well pump. Director Paulus stated that on the first day the pump outperformed the well, leading to alarms until the well caught up. They've worked to even it out and now it's running smoothly. Trustee Dohrwardt asked if the pipes were the same diameter and how many gallons the well was pumping. Director Paulus stated that all inspection deficiencies have been corrected and that the well was pumping up to 500 gallons, but they've adjusted it down to 410 gallons per minute. President Gehrke asked for an update on the SCADA installation. Director Paulus stated that the screens went out and alarms went off, but that because of the SCADA upgrades, it was easy to resolve the issue on the computer. He stated that the big upgrade was scheduled in two weeks.
- f) **Clerk:** Clerk Johnson highlighted the Autumn Newsletter and thanked participants for their contributions. She is keeping an eye on election deadlines and working on staffing election workers and trainings for the 2024 election cycle. Absentee envelopes have been ordered and will be partially paid for with funds from the subgrant approved by the Board for that purpose.
- g) **Treasurer:** Treasurer Depies was not present, report on file. Administrator Jenkins highlighted the work Treasurer Depies did with the treasurer from Belgium and appreciated the professional support from another community.
- h) **Ozaukee County District 2 Supervisor:** Trustee Haas stated that EMS funding was approved and that the first check would be arriving early October.

7. Items for Discussion and/or Action

a) Motion to Approve Clerk Johnson's Attendance to UW-Green Bay's Presidential Election Academy made by Trustee Dohrwardt.

Seconded by Trustee Abegglen.

Passed by unanimous voice vote.

b) Motion to Approve the Change of Title of Shelly Alioto from AEMT to Assistant Deputy Chief of EMS for the Fredonia Fire Department made by Trustee Haas.

Seconded by Trustee Bartz.

Administrator Jenkins explained that the AEMT position is paid at an hourly rate. AEMT Alioto wishes to go out on volunteer calls without receiving overtime pay but continue to receive volunteer pay. The Village may face legal issues if AEMT Alioto stays at an hourly rate. He suggests switching from an hourly rate to salary, which would not affect her annual income, but requires a change in title. Trustee Dohrwardt asked if the new title would fit into the EMS grant program. Administrator Jenkins responded he wasn't sure, and they are asking the question if this role could transition to fill that need.

Passed by unanimous vote.

c) Motion to Approve Contract with Strand Associates, Inc for Innovation Drive Expansion Final Design and Bidding-related Services made by Trustee Dohrwardt.

Seconded by Trustee Abegglen.

Administrator Jenkins recapped both contracts: the first is an addendum to the TID contract. He researched if there would be cost savings if the Village handled the RFP process in-house and found there would not be significant savings. This project is the larger one and the first priority to find contractors for. The second contract is for Highland Drive design, engineering, and RFP. This is a smaller project, and easier to find contractors for this kind of work. This project is the second priority.

Mr. Fruchtman stated that Strand Engineering planned to secure a bid for Innovation Dr. by the end of January. There is a smaller pool of contractors to do this work and important to start the process early to get on contractor's spring calendars. He added that there is an open house for stakeholders scheduled for September 27th. He expects 50% of the design to be completed by October, and 90% by November, and start pulling permits towards the end of January for the Innovation Drive project. He has no set schedule for Highland Dr. at this point, and will start the bid process towards the end of March. He stated there are more contractors available for this type of work. Trustee Dohrwardt asked if they were planning for the road to be gravel. Mr. Fruchtman responded that the plan is for pavement, but they should talk to contractors for lead time on materials and labor. Trustee Dohrwardt was concerned about heavy equipment on freshly poured concrete, and planning in advance for breaks for drives. Mr. Fruchtman stated that part of these questions could be answered after the open house scheduled with developers, but these are some of the larger challenges of managing site work and contractors. He stated that perhaps they could hold off on pouring the top layer as issues would be easier to identify and fix. President Gehrke said issues would become clearer as the Village moves along in the design process.

Passed by unanimous voice vote.

d) Motion to Approve Contract with Strand Associates, Inc for Highland Drive Reconstruction Design and Bidding-related Services made by Trustee Abegglen.

Seconded by Trustee Bartz.

Trustee Dohrwardt said the Village should confirm it is necessary to do work on Regal to Fredonia Ave. He stated that location has been worked on quite a bit, with no pipework issues that he knew of. It would save the Village money to remove that location from the

project. Administrator Jenkins responded that because there were different diameters of pipe it made sense to replace utility lines to capable of handling larger quantities. Director Paulus clarified the different diameters of pipes, and highlighted the pipes are clay and falling apart. He stated that the sewer dead ends at Dollar General and McDonalds. The Village is unable to clean that section of the sewer pipe. President Gehrke stated it makes sense to do the work.

Passed by unanimous voice vote.

- e) Discussion and Possible Action on Audit and Bookkeeping Agreement with Baker-Tilly.** *Administrator Jenkins gave an overview of the Village's relationship with Baker-Tilly. He stated that Village staff needed a teacher, and that the current auditor didn't satisfactorily fill that role. He stated that Auditor Unger is great, but sometimes there are miscommunications or difficulties getting in touch with her. President Gehrke felt it was worth considering a change. Trustee Haas stated it's worth considering a change, but he is not in favor of breaking a contract and oversight is necessary. He feels Baker-Tilly does a great job, and suggested finding a new auditor on Baker-Tilly staff. Trustee Dohrwardt stated the Auditor Unger is a principal and perhaps she could recommend a lower-ranking team member. He likes the organization, and he cautioned Administrator Jenkins not to rush into a decision. Administrator Jenkins thanked the Board for their feedback.*
- f) Discussion and Possible Action on Village Legal Representation.** *President Gehrke said there were instances when the Village has sought legal counsel from Houseman & Fiend where conflicts of interest have come up. He wants to be certain that the Village Attorney represents the Village, even in instances of conflict. Trustee Haas agreed, stating the Village had nothing but headaches with the current firm. Trustee Dohrwardt added that there is real talent in larger surrounding cities. Administrator Jenkins stated that he and President Gehrke would look at alternative options and bring recommendations to the Board.*
- g) Motion to Approve Ordinance 2023-9 Pertaining to the Allowable Setbacks of Accessory Structures** made by Trustee Haas.
Seconded by Trustee Bartz.
President Gehrke stated that the Planning Commission had no concerns with the proposed ordinance change and recommended the Village Board approve it.
Passed by unanimous voice vote.
- h) Motion to Recommend to the Joint Review Board Candidate Jessica Frank as the Citizen Representative** made by Trustee Dohrwardt.
Seconded by Trustee Haas.
Administrator Jenkins stated that Jessica Franck was a good candidate, understands the role, and has background as an estimator. President Gehrke clarified that the Board was not appointing Candidate Franck, only recommending to the JRB to appoint her. Trustee Dohrwardt said Ms. Franck is a great candidate, since the Board is only making a recommendation.
Passed by unanimous voice vote.
- i) Motion to Approve Offer to Purchase a 2013 GMC 3500 Dump Truck 4X4 and Outfitting Expenses for an Amount Not to Exceed \$30,000** made by Trustee Dohrwardt.
Seconded by Trustee Paape.
Director Paulus explained that the County decided to keep the baby dump truck that the Village had hoped to purchase. He looked at dealerships and municipalities and found a baby dump for sale through a private owner. Mr. Heinen stated that the truck had never

been used in winter. President Gehrke asked if there would be a decal or logo to identify it as a Village vehicle. Director Paulus answered that a magnet with the logo had been designed and could be used on the truck. Trustee Paape asked if the Village intended to use it for plowing. Director Paulus responded that it would not be used for plowing. He added they had sold the previous baby dump for \$4,000 and that a new truck could cost over \$80,000. He would negotiate the price and use any left-over funds to outfit the truck to Village needs.

Passed by unanimous vote.

- j) **Motion to Enter into Closed Session Pursuant to State Statute 19.85(1)(c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body Has Jurisdiction or Exercises Responsibility (Building Inspection)** made by Trustee Haas.

Seconded by Trustee Abegglen.

Passed by 6-0 roll call vote, one Trustee absent.

President Gehrke: Aye

Trustee Paape: Aye

Trustee Haas: Aye

Trustee Abegglen: Aye

Trustee Dohrwardt: Aye

Trustee Bartz: Aye

Trustee Meyle: Not Present

Motion to Adjourn into Open Session made by Trustee Dohrwardt.

Seconded by Trustee Abegglen.

Passed by 6-0 roll call vote, one Trustee absent.

President Gehrke: Aye

Trustee Paape: Aye

Trustee Haas: Aye

Trustee Abegglen: Aye

Trustee Dohrwardt: Aye

Trustee Bartz: Aye

Trustee Meyle: Not Present

8. Correspondence: None

9. Items for Future Consideration by Village Board: None

10. Motion to Adjourn made by Trustee Dohrwardt.

Seconded by Trustee Haas

Passed by unanimous voice vote.

Motion adjourned at 8:10PM.

9/27/2023 11:15 AM

In Progress Checks - Full Report - ALL

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	9/27/2023	MID-MORaine MUNICIPAL ASSOCIATION	
		DOHRWARDT	
100-00-51100-320-000		DUES & CONVENTIONS	30.00
		DOHRWARDT	
		092723	
		Total	30.00
		Grand Total	30.00

9/27/2023 11:15 AM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

Page: 2
ACCT

Dated From:
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	Amount
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Total Expenditure from Fund # 100 - GENERAL FUND	30.00
Total Expenditure from all Funds	30.00

9/28/2023 10:03 AM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

Page: 1
ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
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	9/28/2023	DEPARTMENT OF NATURAL RESOURCES	
		WATERWATER OPERATOR EXAMS	
660-00-53610-000-856		MISCELLANEOUS EXPENSE	175.00
		WATERWATER OPERATOR EXAMS	
		092823	
		Total	175.00
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		Grand Total	175.00

9/28/2023 10:03 AM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

Page: 2
ACCT

Dated From:
Thru:

From Account:
Thru Account:

	Amount
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Total Expenditure from Fund # 660 - SEWER UTILITY	175.00
Total Expenditure from all Funds	175.00

10/03/2023 7:19 AM

In Progress Checks - Full Report - ALL

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

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Thru Account:

Voucher Nbr	Check Date	Payee	Amount
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	10/02/2023	1ST AYD CORPORATION	
		ICE MELT/ROLL TOWELS/TP/GLOVES	
100-00-55200-350-000		REPAIR/MAINTENANCE PARKS	72.85
		ROLL TOWELS/TO/GLOVES	PSI643636
100-00-53310-390-000		SALT SNOW/ICE CONTROL	245.84
		ICE MELT	PSI643636
		Total	318.69
<hr/>			
	10/02/2023	AIRGAS USA, LLC	
		OXYGEN CYLINDER RENTAL	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	138.00
		OXYGEN CYLINDER RENTAL	5502256056
		Total	138.00
<hr/>			
	10/02/2023	ANSAY & ASSOCIATES	
		TREASURER BOND RENEWAL	
100-00-51420-390-000		ADMIN OTHER SUPPLIES & EXP	191.00
		TREASURER BOND RENEWAL	25201
		Total	191.00
<hr/>			
	10/02/2023	ARNOLD'S ENVIRONMENTAL SERVICES, INC.	
		PORTA POTTY	
100-00-55200-350-000		REPAIR/MAINTENANCE PARKS	330.00
		MARIE KRAUSE PARK	0000911478
100-00-55200-350-000		REPAIR/MAINTENANCE PARKS	150.00
		FREEDOM PARK	0000912381
		Total	480.00
<hr/>			
	10/02/2023	BOEHLKE BOTTLED GAS CORP.	
		PROPANE	
100-00-53240-351-000		GASOLINE/DIESEL HWY EQUIPMENT	170.34
		PROPANE	366498
		Total	170.34
<hr/>			
	10/02/2023	BUBLITZ PLUMBING & HEATING, INC.	
		HVAC MAINT	
660-00-53610-000-834		MAINTENANCE BUILDINGS/GROUNDS	140.00
		HVAC MAINT	
100-00-51600-350-000		REPAIR/MAINTENANCE VILLAGE HAL	105.00
		HVAC MAINT	

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			245.00
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10/02/2023 CHROME FIREWORKS AND DISPLAYS, LLC			
FIREWORKS-FD 100 CELEBRATION			
100-00-55210-000-000		SUMMER RECREATION	12,000.00
		FIREWORKS-FD 100 CELEBRATION	
Total			12,000.00
<hr/>			
10/02/2023 COMPARIN, CALVIN L.			
JANITORIAL SERVICES			
100-00-51600-350-000		REPAIR/MAINTENANCE VILLAGE HAL	240.00
		JANITORIAL SERVICE 716	
Total			240.00
<hr/>			
10/02/2023 CORE & MAIN			
HYDRANT EXT			
600-00-53700-000-682		CONTRACTUAL SERVICES	1,518.30
		HYDRANT EXT T595941	
Total			1,518.30
<hr/>			
10/02/2023 ENVIRONMENTAL CONSULTING & TESTING			
CHRONIC WET TEST			
660-00-53610-000-852		OUTSIDE SERVICES EMPLOYED	1,600.00
		CHRONIC WET TEST	
Total			1,600.00
<hr/>			
10/02/2023 FRONTIER			
TELEPHONE			
100-00-51600-221-000		TELEPHONE VILLAGE HALL	323.40
		TELEPHONE SERVICE 092523	
Total			323.40
<hr/>			
10/02/2023 GEHRKE, DAN			
BUSINESS OF THE MONTH			
100-00-59900-390-000		SUPPLIES/EXPENSES MISCELLANEOU	94.38
		BUSINESS OF THE MONTH 092723	
Total			94.38
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10/02/2023 HYDROCORP			
CORSS CONNECTION CONTROL			

Dated From: From Account:
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Voucher Nbr	Check Date	Payee	Amount
600-00-53700-000-682		CONTRACTUAL SERVICES	513.00
		CROSS CONNECTION CONTROL 0074493-IN	
600-00-53700-000-682		CONTRACTUAL SERVICES	609.00
		CROSS CONNECTION CONTROL 0074247-IN	
Total			1,122.00

10/02/2023 J&M EXCAVATING, LLC

WELD BUCKET OF TRACTOR BACKHOE

100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	150.00
		WELD BUCKET OF TRACTOR BACKHOE 4561	
Total			150.00

10/02/2023 LOCHEN EQUIPMENT

EQUIPMENT AND PARTS

100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	930.55
		TRIMMER/BLOWER/BLOWER BACKPACK/LITE BAR 001-1003817	
100-00-53270-350-000		REPAIR/MAINTENANCE (SHOP)	62.31
		BLADE 001-1003987	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	69.31
		WINDSHIELD LATCH 001-1003818	
Total			1,062.17

10/02/2023 MULCAHY/SHAW WATER, INC.

BALLAST

660-00-53610-000-834		MAINTENANCE BUILDINGS/GROUNDS	662.88
		BALLAST 325361	
Total			662.88

10/02/2023 NILE XPEDITE SOLUTIONS OF WISCONSIN LLC

DELIVER SAMPLES

660-00-53610-000-852		OUTSIDE SERVICES EMPLOYED	450.00
		DELIVER SAMPLES 1334	
Total			450.00

10/02/2023 NORTH CENTRAL LABORATORIES, INC.

LAB CHEMICALS

630-00-54100-000-630		LAB CHEMICALS	252.54
		NITRATE 493059	
630-00-54100-000-630		LAB CHEMICALS	521.17
		AMMONIA/PHOSPHORUS 492523	

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
630-00-54100-000-630		LAB CHEMICALS	521.17
		AMMONIA/PHOSPHORUS	492736
Total			1,294.88

10/02/2023 OZAUKEE COUNTY HWY. DEPT.
ROAD PATCHING/DIESEL FUEL/SIGNS

100-00-53240-351-000		GASOLINE/DIESEL HWY EQUIPMENT	291.28
		DIESEL FUEL	BILL0032907
100-00-53300-350-000		REPAIR/MAINTENANCE STREETS	385.20
		SIGNS	BILL0032907
100-00-53300-350-000		REPAIR/MAINTENANCE STREETS	7,390.43
		ROAD PATCHING	BILL0032907
Total			8,066.91

10/02/2023 PAULUS, ERIC
FUEL DELIVER SAMPLES TO SUPERIOR

100-00-53240-351-000		GASOLINE/DIESEL HWY EQUIPMENT	163.94
Total			163.94

10/02/2023 SHERWIN-WILLIAMS CO.
STAIN

100-00-51600-390-000		SUPPLIES/EXPENSES VILLAGE HALL	21.49
		STAIN FRAME	7883-1
Total			21.49

10/02/2023 STATE OF WI-ENVIRONMENTAL IMPROVEMENT FUND
CLEAN WATER FUND LOAN INTEREST

600-00-58200-000-430		INTEREST ON LONG TERM DEBT	4,404.14
		CLEAN WATER FUND LOAN INTEREST	20048
Total			4,404.14

10/02/2023 STRAND ASSOCIATES, INC.
ENGINEERING SERVICES

400-00-53100-210-000		HWY. & STREET ENGINEERING	4,237.68
		BUSINESS PARK EXPANSION	0201210
400-00-53100-210-000		HWY. & STREET ENGINEERING	3,604.69
		BUSINESS PARK EASEMENT/MAP	0201755
Total			7,842.37

ALL Checks by Payee

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
10/02/2023 WE ENERGIES			
GAS / ELECTRIC SERVICE			
100-00-51600-220-000		ELECTRIC VILLAGE HALL	401.75
		FGC ELECTRIC	4747807098
100-00-51600-223-000		GAS VILLAGE HALL	10.56
		FGC GAS	4747807098
100-00-55200-220-000		ELECTRIC PARKS	25.41
		MARIE KRAUSE PARK	4747569961
660-00-53610-000-827		OTHER OPERATING	33.97
		HMTR WASTE WATER GAS	4747290627
350-00-52230-302-100		OPERATING EXPENSE-GAS/OIL	31.64
		HMTR 201 S MILW GAS	4747388241
100-00-52100-223-000		GAS UTILITY POLICE	10.56
		416 FREDONIA AVE	4746408931
100-00-53270-223-000		GAS BUILDINGS (SHOP)	31.64
		GARAGE 420 WHEELER GAS	4747227870
660-00-53610-000-821		FUEL & POWER EXPENSE	62.86
		LIFT STATION 954 RIDGEWAY ELECTRIC	4746713675
660-00-53610-000-827		OTHER OPERATING	12.58
		LIFT STATION 954 RIDGEWAY GAS	4746713675
100-00-55200-220-000		ELECTRIC PARKS	26.36
		REGAL DRIVE ELECTRIC	4746134571
350-00-52230-302-400		OPERATING EXPENSE-ELECTRIC	816.37
		FIRE STATION ELECTRIC	4746816064
100-00-55200-220-000		ELECTRIC PARKS	27.91
		FIREMANS PARK AREA LIGHTING	4746499780
100-00-53270-220-000		ELECTRIC BUILDINGS/GROUNDS	182.84
		MAINT BLDG 420 WHEELER	4747044024
Total			1,674.45

10/02/2023 WEX BANK

UNLEADED FUEL

100-00-53240-351-000		GASOLINE/DIESEL HWY EQUIPMENT	529.24
		UNLEADED FUEL DPW	91869575
100-00-52100-350-000		REPAIR/MAINTENANCE POLICE	172.27
		UNLEADED FUEL PD	91869575
600-00-53700-000-640		SUPPLIES & EXPENSES	48.03
		ICE-SHIPING SAMPLES	91869575

10/03/2023 7:19 AM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

Page: 6
ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
			Total 749.54
<hr/>			
	10/02/2023	WISCONSIN DOCUMENT IMAGING COPIES	
100-00-51600-400-000		TECHNOLOGY VILLAGE HALL COPIES	132.06
		223509	
			Total 132.06
			Grand Total 45,115.94

Dated From: From Account:
Thru: Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	24,937.92
Total Expenditure from Fund # 350 - FIRE DEPARTMENT	986.01
Total Expenditure from Fund # 400 - TID NO. 3	7,842.37
Total Expenditure from Fund # 600 - WATER UTILITY	7,092.47
Total Expenditure from Fund # 630 - LABORATORY	1,294.88
Total Expenditure from Fund # 660 - SEWER UTILITY	2,962.29
Total Expenditure from all Funds	45,115.94



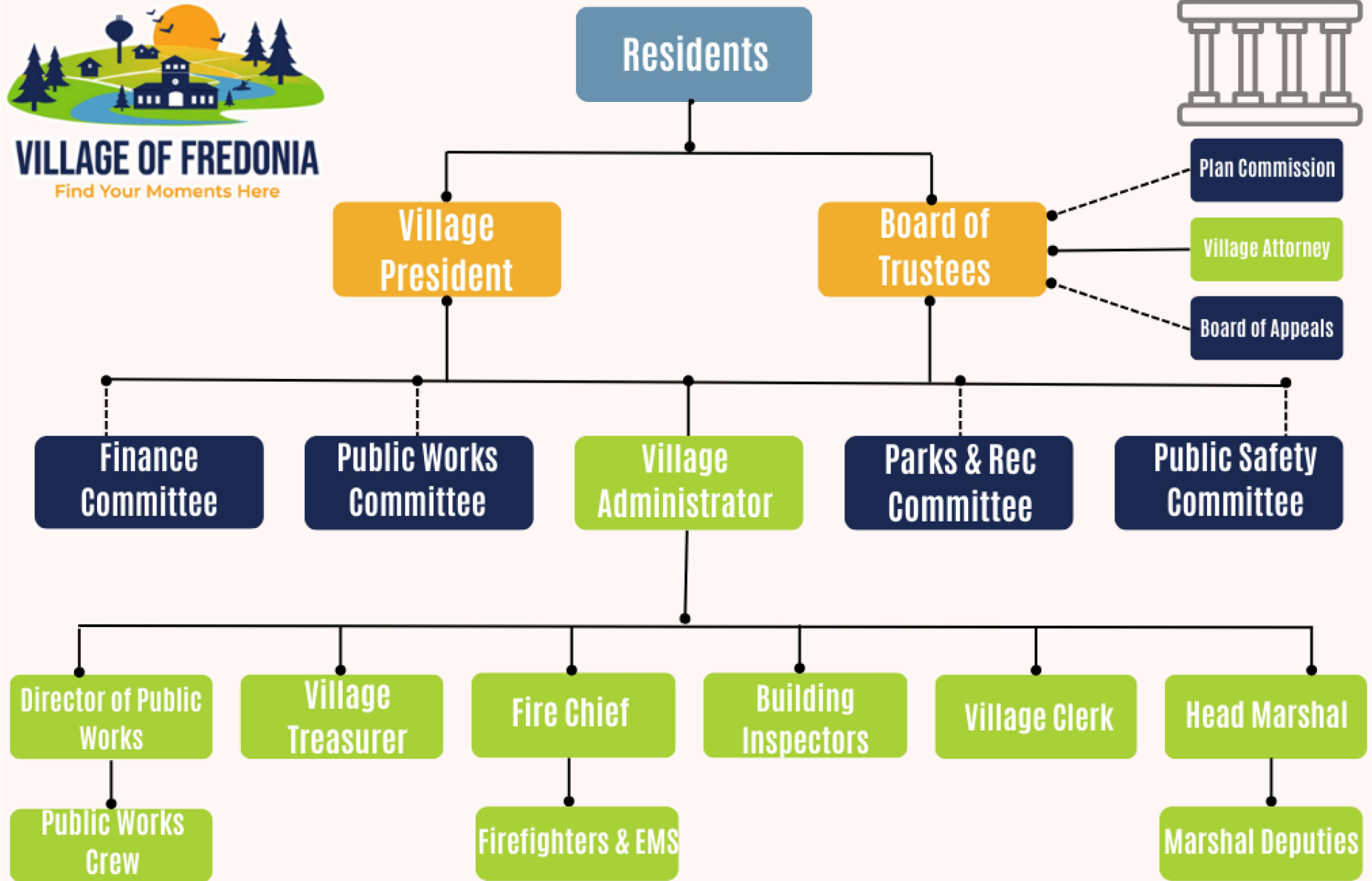
VILLAGE OF FREDONIA

Find Your Moments Here

2024 Budget Presentation

Christophe E. Jenkins - Village Administrator

VILLAGE ORGANIZATIONAL CHART



2023 Challenges & Accomplishments

2023 Challenges

- ▶ Ongoing learning and updates to 2023 budget and accounting
- ▶ Unbudgeted repairs in Water and Sewer funds
- ▶ Paramedic program initiated without guaranteed funding

2023 Accomplishments

- ▶ Healthy ROI on Reserve Fund Interest
- ▶ Certifications & Reports for Water/Sewer Updated
- ▶ Lab Established
- ▶ Inaugural Kids Mud Run Created
- ▶ Total of 5 Tenants Solidified for TID #3
- ▶ Compensation Plan, Employee Handbook, CIP Plan, Transportation Plan, and Strategic Plan processes completed
- ▶ Ordinances Updated as Requested/Needed
- ▶ Ending Year Net Positive

Financial Policies and Standing

- ▶ Practice “fund accounting”
- ▶ Fund Balance currently at 86% of General Fund budget (policy states 25-30%) = \$1.36M
- ▶ General Debt Obligation currently at 1.3% of Assessed Value (policy states maximum of 5%) = \$2.5M
- ▶ Budget is Balanced

2024 Budget



Month	Series 1	Series 2
Jan	0.17	5.00
Feb	1.56	8.52
Mar	2.09	7.4
Apr	2.73	5.9
May	3.49	7.56
Jun	65	5.90
Jul	7.56	2.43
Aug	5.90	
Sep	2.43	
Oct		
Nov		
Dec		

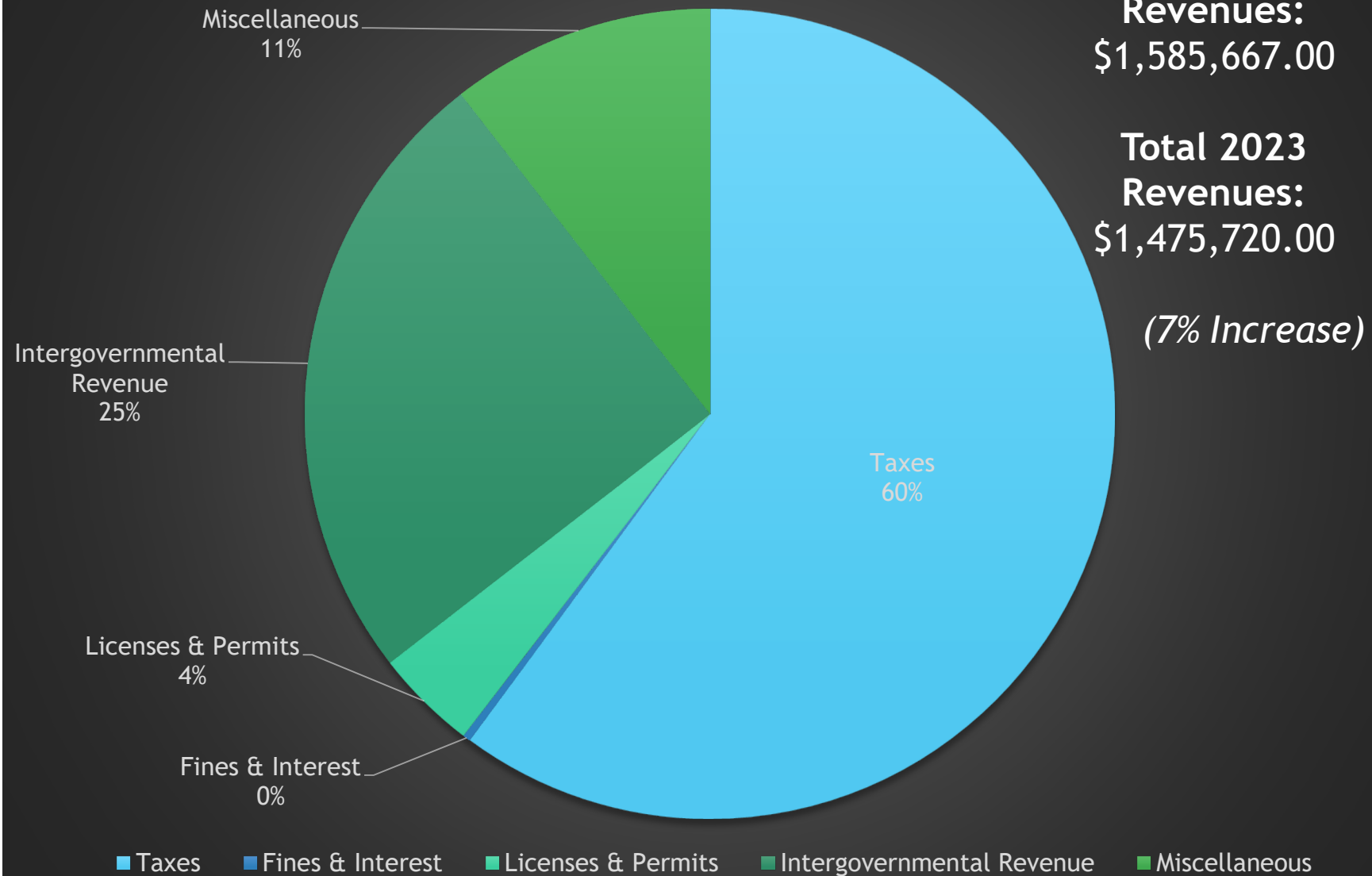
Month	Series 1	Series 2
Jan	8.35	5.52
Feb	8.27	7.29
Mar	5.42	7.51
Apr	0.70	0.24
May	0.35	0.99
Jun	8.01	8.08
Jul	8.54	8.71
Aug	7.79	7.19
Sep	8.17	5.90
Oct	9.71	2.43
Nov	5.45	
Dec	6.16	

Month	Series 2
Jan	8.00
Feb	8.52
Mar	8.74
Apr	7.08
May	5.54
Jun	5.03
Jul	8.00
Aug	5.75
Sep	4.32
Oct	7.56
Nov	5.90
Dec	2.43

General Fund Highlights

- ▶ Levy Increase Due to Net New Construction 3.3%
- ▶ Assessed Value Increase of ~\$20M
- ▶ Act 12 Increase of Shared Revenue Dollars
- ▶ \$50k Investment in Road Maintenance
- ▶ Up to 5% Merit-based Wage Increase for FT Employees
- ▶ All Approved CIP Items Funded via Cash/Borrowed Funds
- ▶ \$50k in Contingency
- ▶ Tax Rate DECREASE of .29 Cents to \$5.89 per \$1,000 of Value

General Fund Income

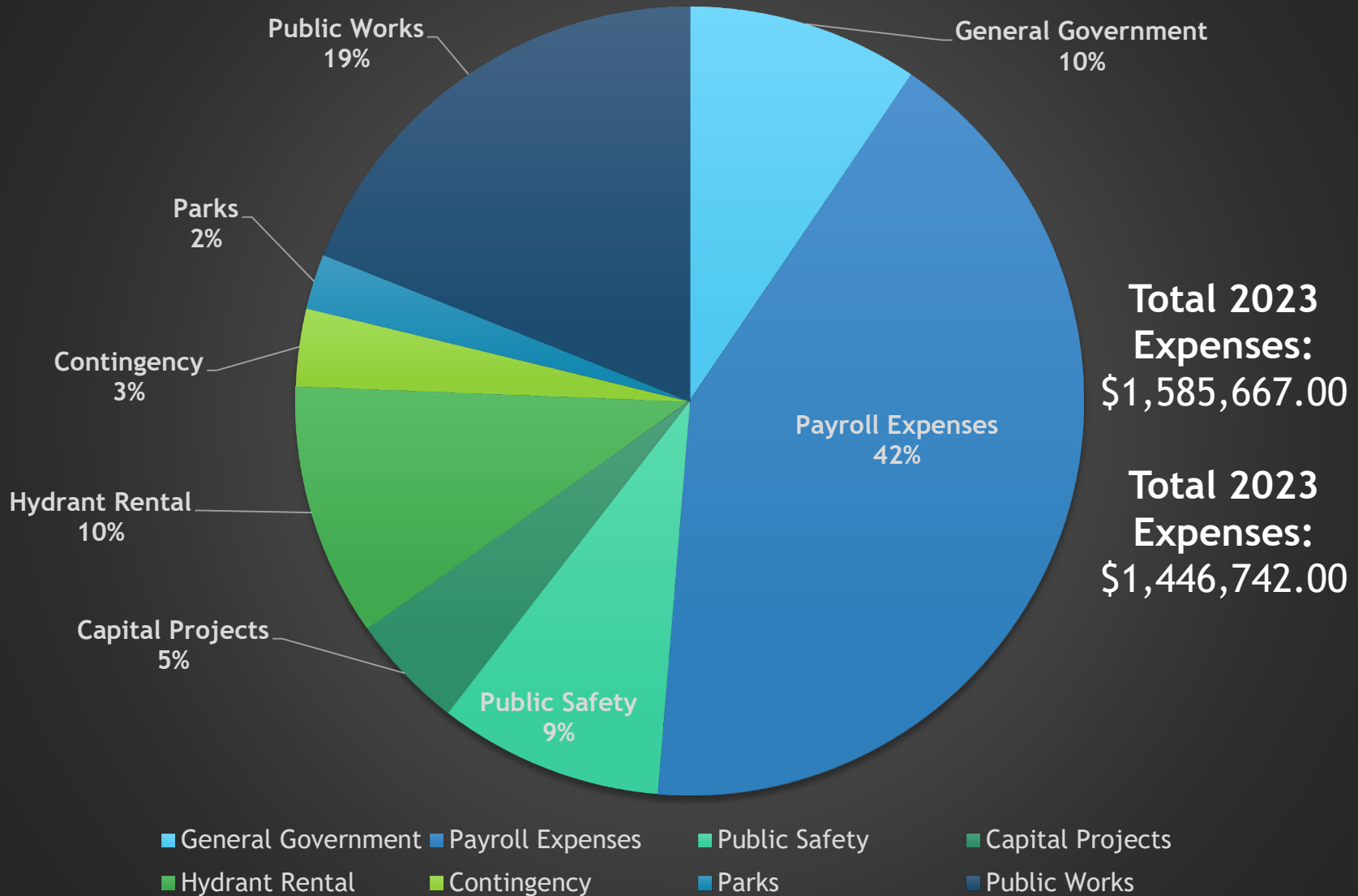


Total 2024 Revenues:
\$1,585,667.00

Total 2023 Revenues:
\$1,475,720.00

(7% Increase)

General Fund Expense



CIP Fund

- ▶ Approved 2024 CIP Items:
 - ▶ Meadowbrook/Wheeler Culvert - \$150k
 - ▶ Skid steer - \$60k
 - ▶ Pickup/Squad Replacement - \$45k
 - ▶ Highland Reconstruction - \$1.2M
 - ▶ Security Cameras - \$15k
 - ▶ Boardroom Mics - \$10k
 - ▶ Zero turn Mower - \$25k
 - ▶ Computer Updates - \$12k
 - ▶ Welcome Signs -\$10k
 - ▶ Additional Park Tables/Garbage Cans - \$10k



Fire Department

- ▶ Appropriate line items now roll up under Fire Fund, now with the addition of Paramedic program
- ▶ Actual Revenues \$590,525
- ▶ Actual Expenses \$716,775
- ▶ \$126,250 needed from General Fund to balance

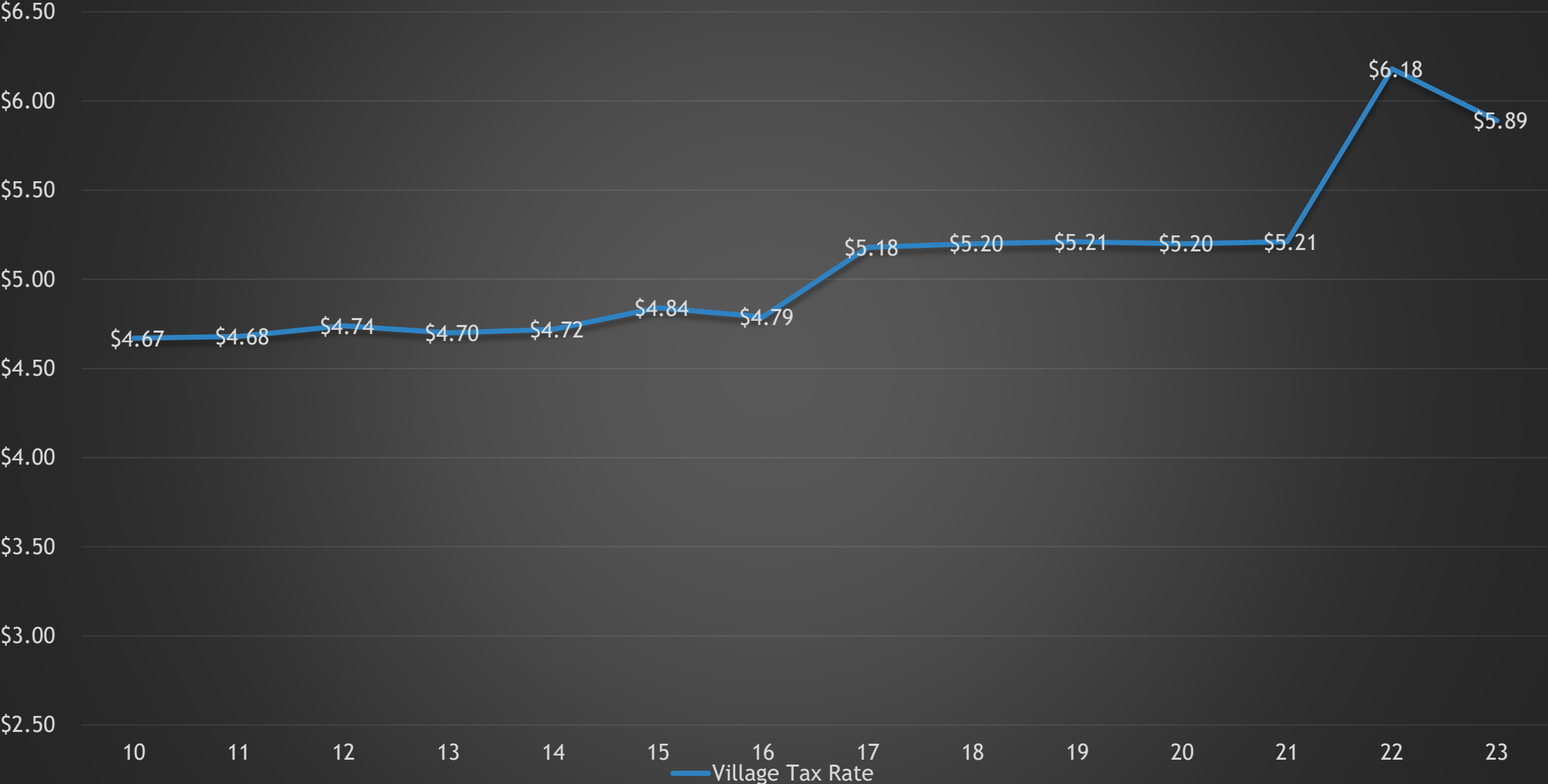




Water/Sewer Utilities, and Lab

- ▶ Water Rate - 8% Increase
 - ▶ Increase in Repairs/Maintenance Funds
- ▶ Sewer Rate - No Increase
 - ▶ Increase in Repairs/Maintenance Funds
- ▶ Lab Fund - Budgeted \$13k Surplus
- ▶ Water Utility \$73k for Capital Updates
- ▶ Sewer Utility \$22k for Capital Updates

Village Tax Rate Since 2004



**VILLAGE OF FREDONIA
PLAN COMMISSION MEETING MINUTES
OCTOBER 2, 2023**

Chairman Gehrke called the Plan Commission meeting to order at 7:00 p.m., followed by the Pledge of Allegiance.

Commission members present: Dan Gehrke, Jerry Jacque, Dan Wellskopf, Don Dohrwardt, Gerry Weiland, Blake Buvid, and Troy Bretl.

Board members excused: None.

Staff/Officials present: Village Treasurer Melissa Depies.

Others present: Dick Daehnert – Quasius Construction, Sarah Stampfl – Corsa Technic, and Alex Kalempa – Corsa Technic .

Consent Agenda

Motion by Don Dohrwardt, seconded by Troy Bretl, to approve the September 11, 2023, Plan Commission meeting minutes as presented. Motion carried unanimously.

Approval of Site Plan: Corsa Technic, LLC, 304 Industrial Drive, Fredonia, WI

Troy Bretl questioned what the requirements were for the exterior of a building in the industrial park. Don Dohrwardt stated that this building is outside of the TID 2 limits; therefore those requirements would not pertain to this building.

Dick Daehnert, Quasius Construction, stated that the rotted roof will be removed and the height of the new roof will be slightly higher; however will not exceed maximum height requirements. The color of the accent siding is more of a dark cranberry than the bright red that shows in the rendering. The inside of the building was completely gutted and restructured for this business.

Motion by Troy Bretl seconded by Gerry Weiland to approve the site plan for Corsa Technic, LLC, 304 Industrial Drive. Motion carried unanimously.

Items for future consideration

None

Adjournment

Motion by Don Dohrwardt, seconded by Blake Buvid, to adjourn the meeting at 7:06 p.m. Motion carried unanimously.

**VILLAGE OF FREDONIA
FINANCE COMMITTEE MEETING MINUTES
SEPTEMBER 28, 2023**

The Finance Committee meeting was called to order at 6:01 p.m. by Chair Haas.

Committee members present: Josh Haas, Rick Abegglen, and Tiffany Bartz.

Staff/Officials present: Village President Dan Gehrke, Village Administrator Christophe Jenkins, Village Treasurer Melissa Depies, Director of Public Works Eric Paulus, Fire Chief Brian Weyker, Marshal Mike Davel, and Sergeant Eric Leet

Approve Minutes

Motion by Trustee Abegglen, seconded by Trustee Bartz, to approve the July 27, 2023 Finance Committee meeting minutes. Motion carried unanimously.

Public Comments

None

Presentation of the Draft 2024 Annual Budget

Administrator Jenkins presented the 2024 Annual Budget, thanking Village Staff for all the hard work in developing said budget.

Administrator Jenkins stated:

- This is a balanced budget in all funds within the Village.
- The Mill Rate is determined by dividing the levy by the assessed value. With this budget the Mill Rate will go down by \$0.29.
- Personal Property tax will be eliminated due to Act 12, that amount will be captured in the manufacturing value.
- He highlighted all income and expenses for all funds.

Chief Weyker requested that funding for Food/Drink and Donations be included. He stated that the Food/Drink line item is to provide a meal for the volunteers once a month after a training and monthly meeting. The Donations line is for the annual recognition banquet. The Association pays the bar bill and the Village pays for the meal. These are small tokens of appreciation to our volunteers for their service.

Director of Public Works Paulus stated that the lab is now up and running; certified in water and wastewater testing. This will eliminate our contract with AgSource, which was approximately \$15,000 annually. The Village currently has contracts to test water for Gibbssville and Onion River that will bring in approximately \$3,500 per quarter. Director Paulus is also talking with other municipalities to see if there is additional interest.

Administrator Jenkins stated that the proposed wage increase for staff is a 3% cost of living and up to an additional 3% merit for a total overall maximum increase of 6%, with the DPW staff receiving the cost of living in January and the merit on July 1.

Trustee Abegglen stated that the Village cannot afford this type of increase. Trustees Bartz and Haas agreed. The Village needs to be cautiously optimistic and needs to relook at the proposed wage increases.

Trustee Bartz questioned why only \$90,000 for lot sales in the TID. Administrator Jenkins stated that this is for the remainder vacant lots. The Village has already received the funds for the lots already sold.

Trustee Bartz noted that improvements to Highland Drive was budgeted; questioning what happened to improvements to Martin Drive. Administrator Jenkins stated that the Village has applied for grant funding for the improvements on Martin Drive. If a grant is received then the Village will need to switch to Martin Drive as a first priority and not Highland Drive. The Village cannot fully fund both projects in 2024.

Items for Discussion and/or Action: Motion to Recommend Approval to the Village Board of the Draft 2024 Annual Budget

Trustee Abegglen stated that the Village has been asking more of our crews and has eliminated some of the contracted services; however, he still cannot support a 6% wage increase.

Trustee Bartz stated that the average for the county and the private sector is 3.5%. She also questioned the large increases received in 2023. Administrator Jenkins stated that the increases in 2023 was due to a market rate adjustment nothing else.

Trustee Bartz suggested a 2.5% cost of living increase and up to a 2.5% percent merit for a total maximum of 5%.

Administrator Jenkins stated he came up with the proposed increase based on Federal Government increase of 5.2% and State at 6%.

Trustee Haas stated that he could support 2.5% cost of living increase +merit with a maximum of 5%. He also stated that he likes having the increases based on merit rather than a flat increase.

Trustee Bartz suggested to give the cost of living increase as of January 1 and the merit increase effective July 1.

Trustee Bartz commented that the Village approved the simplified rate increase of 8% for water and now a recommendation for a 3% increase in the sewer. She stated that the Village should be cautious about increases at this time of inflation. Trustee Haas suggested that we remove the 3% sewer increase this year and readdress this increase next year. All Committee members agreed.

Director Paulus stated that the DNR mandates for Phosphorus; the Village's variance and permit expires in 2026. Depending on the Phosphorus mandates a plant upgrade may be needed. A plant upgrade could cost as much as \$4.5 million.

Trustee Haas noted that the wage for the Fire Chief increased significantly. He noted that he was good with it he just wanted to make sure everyone was aware of it. Trustee Abegglen stated that it is justified as he is doing more due to the paramedic program. Trustee Haas stated that Chief Weyker has been a huge advocate for the Northern Ozaukee County paramedic program.

Administrator Jenkins stated that he will implement the changes discussed and will have a presentation ready for October 5 Village Board meeting with adoption in early November.

Summary of Changes:

- Reducing the Merit-based Increase from a 6% maximum to a 5% maximum
- Removing 3% Increase to Sewer Rates
- Adding back in Funding for Fire "Food/Drink" and "Donation" line items

Motion by Trustee Abegglen, seconded by Trustee Bartz, to recommend the Village Board approve the draft 2024 Annual Budget as amended. Motion carried unanimously.

Correspondence

None

Items for Future Consideration

None

Adjourn

Motion by Trustee Bartz, seconded by Trustee Abegglen, to adjourn the meeting at 7:31 p.m. Motion carried.



Request for Board Consideration

Item Description: Monthly Permitting Option for Food Truck Operators	
Report Prepared By: Clerk Johnson	
Report Date: 10/02/2023	Meeting Date: 10/05/2023
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: This amendment codifies the monthly permitting option for food truck operators. The fee is set at \$25 per month.	
Budget Line Item:	
Wisconsin Statute or Local Ordinance: 514-10	
Background Analysis: The Village Board approved changes to the Transient Merchant ordinance at the September 7, 2023 meeting. The approved ordinance amendment only included language for an annual permit. This change tweaks the language to allow for a monthly permit option as well.	
Staff Comments: The applicant will be able to choose the length of time they'd like to operate in the Village, allowing for flexibility in the permitting process.	
Administrator's Recommendation: Approve	
Action Requested: Motion to Approve Ordinance 2023-11: Pertaining to the Monthly Permitting Option for Food Trucks.	
Attachments: <ol style="list-style-type: none"> 1. Proposed Ordinance Amendment 	

ORDINANCE 2023-11

**AMENDING THE VILLAGE OF FREDONIA CODE OF ORDINANCES
SECTION 514-10(B): PERTAINING TO THE MONTHLY PERMIT OPTION FOR FOOD
TRUCK OPERATORS.**

The Village Board of the Village of Fredonia does ordain as follows:

That Section 514-10(B) of the Village of Fredonia Code of Ordinances be amended as follows:

- B.** The Clerk shall issue the food truck permit, which shall be valid for **either for 30 days from the date of issuance, or for** one calendar year or the remainder thereof, **depending on the duration chosen and fees paid by the applicant,** when the applicant has provided all information required by (A) and if all of the following are true:

PASSED AND ADOPTED by the Village Board of the Village of Fredonia, Ozaukee County, Wisconsin this 5th day of October, 2023.

Daniel Gehrke, Village President

ATTEST:

Michelle Johnson, Village Clerk

2023 Village Administrator Goals and Objectives

Updated as of October 2nd, 2023

- **Approve and Implement Updated Employment Handbook** -COMPLETED
- **Approve and Implement Updated Compensation Plan** -COMPLETED
- **Update Fee Schedule** -COMPLETED
- **Conduct Strategic Plan process after April** -COMPLETED
- **Orchestrate Quarterly Newsletter** -Q1-Q3 Created and Mailed, and Ongoing
- **Create 2024 Annual Budget** -COMPLETED
- **Maintain and Update CIP List** -COMPLETED
- **Begin Recodification Process of Village Ordinance Book** -Minor Updates Started – Full Recodification pushed to 2024
- **Implement Splash Pad Design and Begin Fundraising Campaign** – COMPLETED
- **Implement Beautification/Business Awards** -COMPLETED
- **Successfully Conduct 100th Anniversary FD Celebration/Parade** -COMPLETED
- **Onboard new Board of Trustees and Employees** -COMPLETED
- **Complete Engineering and Infrastructure Build Out for TID #3 Industrial Park** -Engineering COMPLETED - Timeline for construction now 2024
- **Secure New Developments for TID #3 Industrial Park** -1 New Development in 2024 thus far
- **Develop 5-year road maintenance and reconstruction plan** -COMPLETED
- **Continue Advise and Guidance on Joint EMS Discussions** -COMPLETED, future discussions on Fire service is next
- **Provide meaningful Employee Evaluations for 5 Dept Heads** -To Be COMPLETED by End-of-Year
- **Stay Active in Economic Development Efforts, Business Retention and Recruitment** – ONGOING
- **Field for Outside Funding through Grants and Opportunities to Fund Village Projects and Goals** -Applied and Awarded Elections Sub security grant. Applied and Waiting for BIL-STP funding for roads.
- **Continue to Improve upon Effective Communication via Email, Text, Phone Calls and other means with Staff, Board, and those outside of the Village organization** --ONGOING

2024 Village Administrator Goals and Objectives

- **Create 2025 Annual Budget**
- **Successfully Conduct Four Elections**
- **Perform Village-wide Walkability/Sidewalk Study**
- **Maintain and Update CIP List**
- **Create Department Head Roles, Responsibilities, and Succession Planning Docs**
- **Create and Update Open Parks Space Plan**
- **Perform Recodification Process of Village Ordinance Book**
- **Implement Splash Pad Fundraising Campaign**
- **Successfully Conduct 150th Anniversary Village Celebration**
- **Onboard new Board of Trustees and Employees (if applicable)**
- **Complete Infrastructure Build Out for Highland Dr and Innovation Dr**
- **Secure New Developments for TID #3 Industrial Park**
- **Update 5-year road maintenance and reconstruction plan**
- **Continue Advice and Guidance on Joint Fire/EMS Discussions**
- **Effectively Implement Creation of Recreation Enterprise Fund**
- **Provide meaningful Employee Evaluations for 5 Dept Heads**
- **Stay Active in Economic Development Efforts, Business Retention and Recruitment**
- **Field for Outside Funding through Grants and Opportunities to Fund Village Projects and Goals**