

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



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, November 16th, 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 November 2nd, 2023 Village Board Meeting
 - b) Approve General Fund, Water and Sewer Invoices.
5. Report on Village Committees by:
 - a) Planning Commission
 - b) Parks and Recreation
 - c) 150th Anniversary Celebration Subcommittee
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) Certified Survey Map

1. Motion to Approve Industrial Park CSM-23-4:

Applicant: Village of Fredonia
Agent: Strand Engineering, Inc.

b) Motion to Approve Addition to the Village of Fredonia Employee Handbook- Section Q Full Time Fire/Medic

8. Correspondence

9. Items for Future Consideration by Village Board

10. Adjournment

UPCOMING MEETINGS:

Planning Commission – December 4th, 2023

Village Board – December 7th, 2023

Joint Review Board- December 7th, 2023

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: 11-16-2023 Village Board of Trustees Meeting

Time: Nov 16, 2023 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84844132771>

Meeting ID: 848 4413 2771

One tap mobile

+19292056099,,84844132771# US (New York)

+13017158592,,84844132771# US (Washington DC)

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



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

FREDONIA VILLAGE BOARD MEETING MINUTES
Thursday, November 2nd, 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 Abegglen, Trustee Dohrwardt, Trustee Bartz, Trustee Meyle
Trustees Absent: Trustee Haas
Staff Present: Administrator Jenkins, Director Paulus, Treasurer Depies, Clerk Johnson, Chief Weyker
3. **Public Comments:** No public comments were made.
4. **President Gehrke Opened the Public Hearing on the Proposed 2024 Budget: Village of Fredonia General Fund, Capital Projects, Debt Service, Fire Department, TID No. 3, Water and Sewer Utilities.**
No public comment was made.
5. **Motion to Close Public Hearing** made by Trustee Dohrwardt.
Seconded by Trustee Bartz.
Passed by 6-0 voice vote, Trustee Haas not present.
6. **Consent Agenda:** *Trustee Meyle asked that the following comments be added to the October 19th, 2023 minutes: "after discussing with Trustee Haas, overall this budget was fair, they did a fairly good job compared to budgets past, and that future decreases should be sought in the property taxes." Clerk Johnson stated that she would review the recording and make the requested amendments.*

Trustee Haas arrived 7:11 PM.

Motion to Approve Minutes of October 19th, 2023 Village Board Meeting as Amended

and General Fund, Water and Sewer Invoices made by Trustee Abegglen.
Seconded by Trustee Meyle.
Passed by unanimous voice vote.

7. Report on Village Committees by:

- a) **Joint Fire/EMS Committee:** *Trustee Haas shared that the committee met and continued discussion on combining fire departments. He stated that everyone seemed to be in a good spot, but positive discussions continue. Members are thrilled with the EMS funding and hiring continues. He went on to say that departments reviewed the contract, they are open to communicating and that they are taking it one step at a time. Trustee Dohrwardt said this endeavor is mostly focused on ambulance service and when they get to the point of adding on fire activities these discussions could continue. He would hate to see the project fall apart because members began discussing fire trucks and building expenses too soon. He said the committee should focus on ambulance service and improving level of care and response time. Trustee Haas agreed.*

8. Items for Discussion and/or Action

- a) **Motion to Approve Resolution 2023-N Adopting Village of Fredonia 2024 Levy** made by Trustee Haas.
Seconded by Trustee Bartz.
Passed by unanimous voice vote.

- b) **Motion to Approve the Village of Fredonia 2024 Annual Budget** made by Trustee Meyle.
Seconded by Trustee Haas.
Administrator Jenkins stated that the water rate increase had been properly noticed and submitted to the PSC for approval. Trustee Bartz asked if any members of the public had reached out to staff regarding the budget. Clerk Johnson responded that no one from the public had asked any questions. Trustee Abegglen had concerns about the \$100k earmarked for the splash pad. He reminded the Board that remaining funds must be raised through public donation and other sources by January 2025, or the \$100K would be used for other projects. He asked for clarification on information given at the splash pad kick-off meeting the previous evening, which introduced splitting the fundraising efforts into two phases. He asked if it was the intention to begin construction if "phase one" fundraising goals were met, or if the total amount must be raised before ground is broken. President Gehrke stated that the two phase fundraising plan came from the vendor, CRS, after the Board conditionally approved the \$100K, and that he had instructed staff to add this topic to the next meeting's agenda. He went on to say that because the \$100K is part of the budget, it was appropriate to discuss these concerns. He outlined what CRS proposed, with phase one to include the pad and utilities and phase two to include the water features. Trustee Paape feels that the \$100K was not proper use of ARPA funds. He stated that the "splash pad is a pipe dream" and that if it was included in the budget he would not vote for it. Trustee Dohrwardt stated that the two phase fundraising was a new concept, but makes it utterly more possible to get the project done in the approved time frame. He said the base of the pad and utilities could be completed and that as corporate donations come in, the Village can be ready to add phase two features. He approved of the two phase plan. Trustee Abegglen expressed concern that phase one would be completed and corporate donors may not come through for the upright features. He asked the Board if they were content with the possibility of only having the concrete pad. President Gehrke highlighted

other communities that were fundraising in a similar manner, including Thiensville. Trustee Bartz was concerned about breaking ground having only met the fundraising goal in phase one. She stated that a pad would be good, but it should be grand. She would hate to have a grand opening with just a concrete pad with no features. Trustee Bartz feels the Board should adhere to the original agreement. President Gehrke asked what would happen if they fell short of the total fundraising goals by \$15K. Would the project be tanked? Trustee Haas gave an overview of the process of allocating ARPA funds to this project. He reinforced the original agreement of meeting fundraising goals by January 31st, 2025 and if the total amount was not raised, the \$100K would go into the road maintenance fund of that year. He stated that a deal is a deal. Administrator Jenkins asked the Board to consider the definition of a splash pad. He stated that phase one gets the Village a splash pad. Trustee Abegglen said that the Board had \$283K in mind when considering what a splash pad meant. He went on to say that he was in favor of the splash pad, but he agreed that a deal is a deal. President Gehrke suggested, since ground won't be broken in 2024, taking the \$100K out of the 2024 Operating Budget and keeping those funds in reserves for the project in 2025. He clarified that CRS's original presentation showed a fully finished splash pad, including upright features for \$283K. Subsequent conversations with CRS lead to the two phase plan, which may have better opportunities to attract corporate donors by offering specific features they can purchase. Trustee Dohrwardt stated that the Board has the year to monitor how funds come in and make judgments along the way. He recommended leaving the money earmarked in the budget. Trustee Haas agreed but asked that resolution that clearly defines the project's goal posts be brought forth at a future meeting. Trustee Meyle added that if the funds aren't raised, the project wouldn't move forward, and that the Board would be monitoring progress. On a new topic, Trustee Dohrwardt stated that the debt service goes into the debt service budget, and that if the Village didn't remove debt as the Village borrows money, the burden will fall to the tax payer. He reinforced that there are consequences to borrowing. Passed by unanimous vote.

- c) Motion to Approve Fire Protection Services Agreement between the Village of Saukville and the Village of Fredonia fire Department** made by Trustee Haas.
Seconded by Trustee Abegglen.

Chief Weyker explained the services outlined in the agreement, adding this is the second year this contract has been managed by the Village of Saukville. The Village responds to an average of five calls per year and would be compensated \$24,000. Chief Weyker stated that this agreement doesn't stress department resources. President Gehrke asked if Chief Weyker felt \$24,000 was adequate. He responded that it was sufficient and that other communities saw a decrease in compensation. Trustee Dohrwardt asked if this was the second single year contract. Chief Weyker responded that it was, and that there had been changes two years ago when the Village of Saukville took over the previous 3 year model from Newburg.

Passed by unanimous voice vote.

- d) Motion to Approve Purchase of a 2019 VX Vacuum Excavator Not To Exceed \$65,000** made by Trustee Abegglen.

Seconded by Trustee Haas.

Director Paulus explained that the Village previously had a vac trailer that would have cost more to repair than it was worth. They sold that trailer and, because more DPW work has been done in-house, there is money left in the 2023 Outside Services- Sewer budget.

Director Paulus asked to purchase a used vacuum excavator utilizing those unspent funds.

He stated that the used vacuum excavator he found sells new for over \$100K, and only has 500 hours on it. Trustee Abegglen did a cost-benefit analysis on the potential purchase which came out in the positive. Trustee Paape said that the Village should keep the Outside Services- Sewer budget the same to maintain equipment and continue the good work the DPW is doing.

Passed by unanimous voice vote.

e) Motion to Approve HydroCorp Contract – Residential and Commercial/Industrial

made by Trustee Dohrwardt.

Seconded by Trustee Meyle.

Director Paulus explained the function of cross connection inspections in keeping drinking water safe, and the Village's obligation to inspect 10% of cross connections every year. He acknowledged residents' hesitance to let strangers in for inspections. President Gehrke asked if the Village had contracted with Hyrdocorp in the past. Director Paulus responded that these contracts would be two year renewals. He added that perhaps DPW staff could take on the residential component, with proper training, in the future, but that the commercial inspection process would be too complicated to do in-house. He stated that staff could take on residential re-inspections. Administrator Jenkins stated that they had done calculations and determined the Village would only save around \$1,000 if staff took on this work.

Passed by unanimous voice vote.

g) Motion to Approve Preventive Maintenance & Technical Service Agreement with Energenecs made by Trustee Haas.

Seconded by Trustee Abegglen.

Director Paulus explained that Energenecs supports the SCADA system, and this contract prepays services at this year's rates. He said that every time they come out to do an inspection or fix a crash or error, the Village is charged through the contract. Any remaining funds left at the end of the contract would be moved to the next years' service agreement.

Passed by unanimous voice vote.

h) Motion to Approve Purchase of 2024 Parks Department Lawnmowers, Not to Exceed \$28,000 made by Trustee Abegglen.

Seconded by Trustee Bartz.

Director Paulus explained the deficiencies in the mower scheduled to be replaced. He said prices on the new mower went up yesterday, but he secured lower pricing pending Board approval. The Village would not be invoiced until 2024. Trustee Paape asked if it was diesel mower. Director Paulus responded that it was gas, and highlighted the savings. Trustee Abegglen reaffirmed this was a planned expense.

Passed by unanimous voice vote.

i) Motion to Approve Purchase of 2024 Public Works Skid Steer, Not to Exceed \$60,000 made by Trustee Dohrwardt.

Seconded by Trustee Abegglen.

Director Paulus explained the various uses of the skid steer. He stated that he doesn't need to buy brand new, and wanted to make a practical purchase. He said that a new skid steer runs \$74,000. Director Paulus found a used one that includes forks and a bucket. Trustee Paape asked if preventative maintenance on all of the DPW's equipment could be performed in house. Director Paulus responded yes. Trustee Abegglen added that the DPW crew was doing a lot of road preparation and Trustee Dohrwardt reminded the Board

that leaf pick up took up staff time as well. President Gehrke stated he felt this was a necessary purchase, after watching crews working without one at water main breaks. Trustee Abegglen stated that this was a planned purchase. Trustee Paape asked if Director Paulus planned to use salt brine. He responded that he planned to use it and the truck was prepared.

Passed by unanimous voice vote.

- j) Motion to Adjourn into Closed Session Pursuant to WI State Statute 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." (Offer To Purchase) made by**

Trustee Haas.

Seconded by Trustee Abegglen.

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

- k) Motion to Adjourn into Open Session made by Trustee Abegglen.**

Seconded by Trustee Haas.

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

Motion to Approve Offer to Purchase and Preliminary Developer's Agreement with Marcus and Scott Paulsen at \$18,000 Per Acre with a \$4,000 Grading Credit made by Trustee Haas.

Seconded by Trustee Meyle.

Passed by unanimous voice vote.

9. Correspondence: None

10. Items for Future Consideration by Village Board: President Gehrke recommended reading the article in the LWM magazine about ATVs and roadways.

11. Motion to Adjourn made by Trustee Dohrwardt.

Seconded by Trustee Abegglen.

Passed by unanimous voice vote.

Meeting Adjourned at 8:05PM.

11/07/2023 12:28 PM

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
	11/07/2023	SCHUBERT, JODI	
		SOFTENER SALT	
100-00-53270-350-000		REPAIR/MAINTENANCE (SHOP)	441.00
		WATER SOFTENER SALT	
		Total	441.00
		Grand Total	441.00

11/07/2023 12:28 PM

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

Total Expenditure from Fund # 100 - GENERAL FUND

441.00

Total Expenditure from all Funds

441.00

11/08/2023 11:39 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
	11/08/2023	BADGER TRAILER & POWER	
		FD ENCLOSED TRAILER	
350-00-52230-309-000		NON-CAPITAL SMALL EQUIPMENT	4,695.00
		FD ENCLOSED TRAILER	
		110723	
		Total	4,695.00
		Grand Total	4,695.00

11/08/2023 11:39 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

Total Expenditure from Fund # 350 - FIRE DEPARTMENT

4,695.00

Total Expenditure from all Funds

4,695.00

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	11/13/2023	ADELL COOPERATIVE	
		FERTILIZER	
100-00-55200-350-000		REPAIR/MAINTENANCE PARKS	330.00
		FERTILIZER	
		Total	330.00
	11/13/2023	AgSource Cooperative Services	
		WATER TREATMENT TESTING	
600-00-53700-000-682		CONTRACTUAL SERVICES	3,892.43
		WATER TREATMENT TESTING MAS000007653	
		Total	3,892.43
	11/13/2023	AIRGAS USA, LLC	
		OXYGEN	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	142.60
		OXYGEN 5503008379	
		Total	142.60
	11/13/2023	ASCENSION WI EMP SOLUTIONS	
		DOT DRUG SCREEN/ALCOHOL TEST	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	115.00
		DOT DRUG SCREEN/ALCOHOL TEST 414400	
		Total	115.00
	11/13/2023	AURORA MEDICAL CENTER GRAFTON LLC	
		MEDICAL SUPPLIES	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	38.17
		136-CI0000155	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	538.40
		136-CI0000137	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	30.68
		136-CI0000123	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	176.66
		136-CI0000099	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	58.27
		136-CI0000091	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	45.71
		136-CI0000082	
		Total	887.89

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From:
Thru:

From Account:
Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	11/13/2023	BADGER METER, INC. BEACON HOSTING SERVICE	
600-00-53700-000-681		OFFICE SUPPLIES BEACON HOSTING SERVICE	226.58
		80143064	
		Total	226.58
	11/13/2023	BLACK DAWG DIESEL DUMP TRUCK REPAIRS/CERTIFICATIONS	
110-00-53240-810-000		HIGHWAY EQUIPMENT & MACHINES DUMP TRUCK REPAIRS/CERTIFICATIONS	3,853.47
		5211	
		Total	3,853.47
	11/13/2023	COMPARIN, CALVIN L. JANITORIAL SERVICE	
100-00-51600-350-000		REPAIR/MAINTENANCE VILLAGE HAL JANITORIAL SERVICE	300.00
		718	
		Total	300.00
	11/13/2023	DE TROYE ELECTRIC SERVICE INC. EXHAUST FAN/LIGHT	
660-00-53610-000-834		MAINTENANCE BUILDINGS/GROUNDS EXHAUST FAN & MVA UNIT REPAIRS	588.71
		60558	
660-00-53610-000-834		MAINTENANCE BUILDINGS/GROUNDS REPLACEMENT LIGHT	201.48
		60509	
		Total	790.19
	11/13/2023	DIGICORP, INC. OPEN RECORDS REQUEST	
100-00-51420-390-000		ADMIN OTHER SUPPLIES & EXP OPEN RECORDS REQUEST	400.00
		347990	
		Total	400.00
	11/13/2023	DREWS TRUE VALUE #0103-2 MISC PARTS & SUPPLIES	
100-00-53270-350-000		REPAIR/MAINTENANCE (SHOP) BATTERIES	20.77
		281850	
660-00-53610-000-834		MAINTENANCE BUILDINGS/GROUNDS TIE DOWN/HOSE HANGER/MOUSETRAPS	57.01
		282062	
100-00-55200-350-000		REPAIR/MAINTENANCE PARKS ANTIFREEZE	17.86
		282411	

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			95.64
11/13/2023 ELAN FINANCIAL SERVICES			
CC CHARGES ALL DEPTS			
350-00-52230-302-000		OPERATING EXPENSE-FUEL	58.51
		CASEYS 3388	
350-00-52230-303-000		OPERATING EXP.-OFFICE SUPPLIES	58.46
		AMAZON 4840	
350-00-52230-303-000		OPERATING EXP.-OFFICE SUPPLIES	165.38
		WALMART 9118	
350-00-52260-601-000		FOOD/DRINK	28.35
		BROADWAY POPCORN 1972	
350-00-52220-202-000		MAINTENANCE - TRUCKS	47.46
		CARQUEST 2322	
350-00-52280-802-000		AMBULANCE EXP-OFFICE SUPPLIES	247.93
		AMAZON 4041	
350-00-52280-802-000		AMBULANCE EXP-OFFICE SUPPLIES	21.09
		AMAZON 5203	
350-00-52280-802-000		AMBULANCE EXP-OFFICE SUPPLIES	45.34
		AMAZON 5734	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	43.93
		FIRST TACTICAL 0614	
350-00-52230-303-000		OPERATING EXP.-OFFICE SUPPLIES	23.21
		DOLLAR GENERAL 3428	
660-00-53610-000-856		MISCELLANEOUS EXPENSE	255.00
		POSTCARD POSTAGE 0632	
600-00-53700-000-689		MISCELLANEOUS EXPENSE	255.00
		POSTCARD POSTAGE 0632	
600-00-53700-000-640		SUPPLIES & EXPENSES	24.84
		DRY ERASE BOARD/MARKERS 2627	
100-00-51440-390-000		ELECTIONS OTHER SUPPLIES/EXPEN	179.00
		ELECTION TRAINING 3538	
600-00-53700-000-689		MISCELLANEOUS EXPENSE	22.00
		WALKIE TALKIES 2423	
660-00-53610-000-856		MISCELLANEOUS EXPENSE	21.99
		WALKIE TALKIES 2423	
100-00-53310-390-000		SALT SNOW/ICE CONTROL	28.35
		LED PODS W/TOW HITCH MOUNTING BRACKETS 2423	

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From:
Thru:

From Account:
Thru Account:

Voucher Nbr	Check Date	Payee	Amount
600-00-53700-000-689		MISCELLANEOUS EXPENSE	32.88
		ELECTRICIAN TOOL BAG 2423	
660-00-53610-000-856		MISCELLANEOUS EXPENSE	132.00
		POSTAGE 3367	
600-00-53700-000-689		MISCELLANEOUS EXPENSE	132.00
		POSTAGE 3367	
100-00-51420-310-000		ADMIN OFFICE SUPPLIES	132.00
		POSTAGE 3367	
100-00-53300-390-000		SUPPLIES/EXPENSES STREET MAINT	462.00
		US FLAGS 9832	
100-00-51420-310-000		ADMIN OFFICE SUPPLIES	30.05
		HANGING FOLDERS 3768	
100-00-51420-310-000		ADMIN OFFICE SUPPLIES	22.98
		HANGING FOLDERS 3842	
100-00-51420-310-000		ADMIN OFFICE SUPPLIES	31.99
		EXTRA CAPACITY HANGING POCKETS 9644	
100-00-53240-351-000		GASOLINE/DIESEL HWY EQUIPMENT	28.92
		DIESEL FUEL 4240	
100-00-53240-351-000		GASOLINE/DIESEL HWY EQUIPMENT	96.30
		DIESEL FUEL 5022	
100-00-53240-351-000		GASOLINE/DIESEL HWY EQUIPMENT	21.52
		DIESEL FUEL 9732	
100-00-53240-351-000		GASOLINE/DIESEL HWY EQUIPMENT	24.73
		DIESEL FUEL 7132	
100-00-53240-351-000		GASOLINE/DIESEL HWY EQUIPMENT	110.84
		DIESEL FUEL 7215	
100-00-53310-390-000		SALT SNOW/ICE CONTROL	56.70
		SNOW MARKERS 2423	
Total			2,840.75

11/13/2023 EMERGENCY MEDICAL PRODUCTS, INC.

MEDICAL SUPPLIES

350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	12.42
		2591575	
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	249.72
		2591090	
Total			262.14

ALL Checks by Payee

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	11/13/2023	ENDURACLEAN HERBISIDE/WASP, BEE HORNET KILLER	
100-00-55200-350-000		REPAIR/MAINTENANCE PARKS 15800	2,694.68
100-00-53300-350-000		REPAIR/MAINTENANCE STREETS 15800	2,694.68
		Total	5,389.36
	11/13/2023	ENERGENECS, INC. FLOW MATCHED RAW PUMP 2	
660-00-53610-000-832		MAINTENANCE-PUMPS FLOW MATCHED RAW PUMP 2 0046602-IN	438.75
		Total	438.75
	11/13/2023	FIRE STATION FURNITURE BED FRAME/MATTRESS/NIGHTSTAND	
351-00-58100-820-000		PARAMEDIC CAPITAL OTHER BED FRAME/MATTRESS/NIGHTSTAND 5706	2,860.97
		Total	2,860.97
	11/13/2023	FREDONIA, TOWN OF CIVIC PLUS CONTRACT	
100-00-59900-390-000		SUPPLIES/EXPENSES MISCELLANEOU CIVIC PLUS CONTRACT	750.00
		Total	750.00
	11/13/2023	FRONTIER TELEPHONE VH	
100-00-51600-221-000		TELEPHONE VILLAGE HALL TELEPHONE VH 102523	336.26
		Total	336.26
	11/13/2023	GALLS, LLC. UNIFORMS/JACKET	
350-00-52230-303-500		OPERATING EXPENSE-UNIFORMS EMS FLEECE LINER 026205545	145.36
		Total	145.36
	11/13/2023	GENERAL CODE, LLC ECODE ANNUAL MAINT	

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51100-390-000		VILLAGE BD OTHER SUPPLIES & EX	995.00
		ECODE ANNUAL MAINTENANCE GC00123115	
Total			995.00
<hr/>			
11/13/2023		GILBERTSON, RICK	
SANTA FEES			
100-00-55200-390-000		OTHER - TREE LIGHTING	150.00
		SANTA FEES	
Total			150.00
<hr/>			
11/13/2023		Harter's Lakeside Disposal	
GARBAGE/RECYCLE CONTRACT			
100-00-53620-290-000		CONTRACT GARBAGE COLLECTION	7,074.55
		GARBAGE CONTRACT 520323	
100-00-53621-290-000		CONTRACT - RECYCLING	2,300.38
		RECYCLE CONTRACT 520323	
Total			9,374.93
<hr/>			
11/13/2023		HAWKINS, INC.	
AZONE WATER CHEMICAL			
600-00-53700-000-630		CHEMICALS FOR WATER	634.88
		AZONE WATER CHEMICALS 6615630	
Total			634.88
<hr/>			
11/13/2023		HYDROCORP	
CROSS CONNECTION CONTROL			
600-00-53700-000-682		CONTRACTUAL SERVICES	513.00
		CROSS CONNECTION CONTROL 0074955-IN	
600-00-53700-000-682		CONTRACTUAL SERVICES	609.00
		CROSS CONNECTION CONTROL 0074710-IN	
Total			1,122.00
<hr/>			
11/13/2023		JACKSON CONCRETE, INC.	
SLURRY-N MILW WATER BREAK			
600-00-53700-000-650		REPAIRS WATER	880.00
		SLURRY-N MILW WATER BREAK 0142185	
600-00-53700-000-650		REPAIRS WATER	880.00
		SLURRY-N MILW WATER BREAK 0142186	
Total			1,760.00

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
<hr/>			
	11/13/2023	JENKINS, CHRISTOPHE	
		FD ACTIVELY HIRING ADS	
350-00-52230-306-000		OPERATING EXP. - MISCELLANEOUS	57.37
		FD ACTIVELY HIRING AD META	
		Total	57.37
<hr/>			
	11/13/2023	LAKESIDE INTERNATIONAL TRUCKS, INC.	
		VEHICLE REPAIRS	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	4,032.91
		VEHICLE REPAIRS 3051980	
		Total	4,032.91
<hr/>			
	11/13/2023	LOCHEN EQUIPMENT	
		FUEL FILTER/BULB	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	9.09
		FUEL FILTER 001-1004478	
100-00-53270-350-000		REPAIR/MAINTENANCE (SHOP)	21.49
		BULB 001-1004558	
		Total	30.58
<hr/>			
	11/13/2023	MENARDS-WEST BEND	
		PAINT SPRAYER-HYDRANTS	
600-00-53700-000-650		REPAIRS WATER	214.79
		PAINT SPRAYER-HYDRANTS 69474	
		Total	214.79
<hr/>			
	11/13/2023	MUELLER EXCAVATING	
		WATER MAIN BREAK-N MILW ST	
600-00-53700-000-650		REPAIRS WATER	5,009.00
		WATER MAIN BREAK-N MILW ST ADJ5895	
		Total	5,009.00
<hr/>			
	11/13/2023	NAPA PARTS AT RANDOM	
		MISC PARTS & SUPPLIES	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	32.97
		FUEL FILTER 791527	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	18.54
		OIL FILTER 791814	
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	29.98
		DEF FLUID 791983	

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			81.49
<hr/>			
11/13/2023		NEUENS FREDONIA LUMBER LLC	
MISC PARTS & SUPPLIES			
100-00-51600-390-000		SUPPLIES/EXPENSES VILLAGE HALL	10.09
		PICTURE WIRE 2310-661982	
100-00-51600-390-000		SUPPLIES/EXPENSES VILLAGE HALL	8.64
		ANCHORS/SCREWS 2310-662027	
100-00-53270-350-000		REPAIR/MAINTENANCE (SHOP)	19.04
		MISC SALES 2310-662312	
100-00-53300-350-000		REPAIR/MAINTENANCE STREETS	5.72
		MISC SALES 2310-662806	
100-00-55200-350-000		REPAIR/MAINTENANCE PARKS	102.56
		PLYWOOD/BEARING 2310-662876	
100-00-53270-350-000		REPAIR/MAINTENANCE (SHOP)	79.65
		MULTI 9 x 1-1/2 2310-662881	
100-00-53270-350-000		REPAIR/MAINTENANCE (SHOP)	139.99
		SAWZALL 2310-662899	
100-00-55200-350-000		REPAIR/MAINTENANCE PARKS	-43.03
		RETURN/EXCHANGE PLYWOOD 2310-662877	
100-00-53270-350-000		REPAIR/MAINTENANCE (SHOP)	-4.41
		DISCOUNT 2310-420047	
Total			318.25
<hr/>			
11/13/2023		NORTH CENTRAL LABORATORIES, INC.	
LAB SUPPLIES			
630-00-54110-000-827		LAB SUPPLIES & EXPENSES	103.00
		PIPET TIPS 494916	
630-00-54110-000-827		LAB SUPPLIES & EXPENSES	294.21
		PIPET TIPS/BOTTLES 494915	
Total			397.21
<hr/>			
11/13/2023		O'REILLY AUTO PARTS	
POWER RTD BELT			
100-00-53240-350-000		REPAIR/MAINTENANCE HWY EQUIPME	39.99
		POWER RTD BELT 5003-374947	
Total			39.99

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
<hr/>			
	11/13/2023	OZAUKEE COUNTY HWY. DEPT.	
		DIESEL FUEL	
350-00-52280-812-000		AMBULANCE FUEL/UTILITIES	288.66
		DIESEL FUEL AMBULANCE	BILL0033029
350-00-52230-302-000		OPERATING EXPENSE-FUEL	300.77
		DIESEL FUEL-FIRE	BILL0033029
		Total	589.43
<hr/>			
	11/13/2023	PIONEER RESEARCH CORP.	
		RE-FRESH	
660-00-53610-000-826		CHEMICALS	503.07
		RE-FRESH	264205
		Total	503.07
<hr/>			
	11/13/2023	PORT PUBLICATIONS	
		WATER RATE PUBLICATION	
600-00-53700-000-640		SUPPLIES & EXPENSES	128.50
		WATER RATE PUBLICATION	00174692
		Total	128.50
<hr/>			
	11/13/2023	RELIANT FIRE APPARATUS, INC.	
		BASIC SERVICE PACKAGE-CHASSIS/PUMP/DOT	
350-00-52220-202-000		MAINTENANCE - TRUCKS	2,101.08
		BASIC SERVICE PACKAGE-CHASSIS/PUMP/DOT	WI002176
		Total	2,101.08
<hr/>			
	11/13/2023	SAFEGUARD BUSINESS SYSTEMS	
		WINDOW ENVELOPES	
600-00-53700-000-640		SUPPLIES & EXPENSES	139.54
		ENVELOPES	
660-00-53610-000-851		OFFICE EXPENSE	139.54
		ENVELOPES	
100-00-51420-310-000		ADMIN OFFICE SUPPLIES	139.53
		ENVELOPES	
		Total	418.61
<hr/>			
	11/13/2023	SECURIAN FINANCIAL GROUP	
		LIFE/ACCIDENT INSURANCE	
100-00-51960-000-000		HEALTH INSURANCE	47.60
		ACCIDENT INSURANCE-DEC	DEC 23

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From:
Thru:

From Account:
Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51940-000-000		LIFE INSURANCE	208.56
		LIFE INSURANCE PREMIUMS	
	DEC 23		
		Total	256.16
<hr/>			
	11/13/2023	USA BLUE BOOK	
		BARRICADE LEGEND	
100-00-53300-390-000		SUPPLIES/EXPENSES STREET MAINT	12.25
		ROAD CLOSED	
		INV00180327	
100-00-53300-390-000		SUPPLIES/EXPENSES STREET MAINT	7.59
		RIGHT HAND STRIPES	
		INV00181465	
		Total	19.84
<hr/>			
	11/13/2023	VERIZON	
		CELLULAR SERVICE	
100-00-52100-350-000		REPAIR/MAINTENANCE POLICE	237.45
		POLICE	
		9948146763	
350-00-52280-801-000		AMBULANCE EXP-UTILITIES	79.15
		AMBULANCE	
		9948146763	
600-00-53700-000-640		SUPPLIES & EXPENSES	79.15
		WATER DEPT	
		9948146763	
660-00-53610-000-827		OTHER OPERATING	49.67
		SEWER	
		9948146763	
351-00-52300-306-000		PARAMEDIC MISC	52.57
		PARAMEDIC	
		9948146763	
		Total	497.99
<hr/>			
	11/13/2023	WE ENERGIES	
		GAS/ELECTRIC SERVICE	
100-00-51600-220-000		ELECTRIC VILLAGE HALL	406.42
		FGC-ELECTRIC	
		4786768239	
100-00-51600-223-000		GAS VILLAGE HALL	16.51
		FGC-ELECTRIC	
		4786768239	
660-00-53610-000-827		OTHER OPERATING	55.65
		HMTR WASTE WATER-GAS	
		4786818356	
350-00-52230-302-100		OPERATING EXPENSE-GAS/OIL	50.28
		HMTR-201 S MILW-GAS	
		4786861091	
100-00-52100-223-000		GAS UTILITY POLICE	28.60
		416 FREDONIA AVE	
		4787063849	

ALL Checks by Payee
GENERAL CHECKING & MONEY MARKET

ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-53270-223-000		GAS BUILDINGS (SHOP)	56.72
		GARAGE-420 WHEELER AVE-GAS	4786824889
100-00-55200-220-000		ELECTRIC PARKS	42.51
		STONEY CREEK PARK	4783921462
100-00-53420-220-000		ELECTRIC STREET LIGHTING	22.50
		ENTRANCE SIGN	4784299823
100-00-55200-220-000		ELECTRIC PARKS	52.37
		OAK PARK	4788799804
100-00-53420-220-000		ELECTRIC STREET LIGHTING	4,316.91
		STREET LIGHTING	4783715157
100-00-53270-220-000		ELECTRIC BUILDINGS/GROUNDS	15.06
		420 WHEELER AVE-LIGHTING	4782682553
100-00-53420-220-000		ELECTRIC STREET LIGHTING	14.23
		LED STREET LIGHTING	4783087953
660-00-53610-000-821		FUEL & POWER EXPENSE	14.74
		LIFT STATION	4782954023
660-00-53610-000-821		FUEL & POWER EXPENSE	3,426.61
		WWTP ENERGY ANALYSIS-ELECTRIC	4786132681
600-00-53700-000-620		POWER FOR PUMPING	851.26
		PUMP HOUSE 1	4788814118
600-00-53700-000-620		POWER FOR PUMPING	103.70
		WATER TOWER	4782972283
600-00-53700-000-620		POWER FOR PUMPING	942.12
		PUMP HOUSE 2	4785090513
Total			10,416.19

11/13/2023 WISCONSIN STATE LABORATORY OF HYGIENE
LAB CERTIFICATIONS

630-00-54120-000-930		LAB CERTIFICATIONS	1,669.00
		LAB CERTIFICATIONS	
Total			1,669.00

11/13/2023 WPP, LLC
UNIFORM/MEDICAL BAG

350-00-52230-303-500		OPERATING EXPENSE-UNIFORMS	169.75
		SHIRTS/CAP	23-1646
350-00-52280-809-000		AMBULANCE EXP-MEDICAL SUPPLIES	16.00
		BAG LOGO	23-1659

11/13/2023 12:09 PM

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

Page: 12
ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			185.75
<hr/>			
	11/13/2023	ZOLL MEDICAL CORPORATION	
		PRECISION SERVICE PLAN	
350-00-52280-802-000		AMBULANCE EXP-OFFICE SUPPLIES	2,078.98
		SERVICE PLAN ZOLL EQUIPMENT	
		90094064	
Total			2,078.98
<hr/>			
Grand Total			67,140.39

Dated From: From Account:
Thru: Thru Account:

	Amount
<hr/>	
Total Expenditure from Fund # 100 - GENERAL FUND	29,532.59
Total Expenditure from Fund # 110 - CAPITAL PROJECTS	3,853.47
Total Expenditure from Fund # 350 - FIRE DEPARTMENT	7,319.69
Total Expenditure from Fund # 351 - PARAMEDIC	2,913.54
Total Expenditure from Fund # 600 - WATER UTILITY	15,570.67
Total Expenditure from Fund # 630 - LABORATORY	2,066.21
Total Expenditure from Fund # 660 - SEWER UTILITY	5,884.22
Total Expenditure from all Funds	67,140.39

**VILLAGE OF FREDONIA
PLAN COMMISSION MEETING MINUTES
NOVEMBER 6, 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: Paul Apfelbach – Village Green Subdivision.

Consent Agenda

Motion by Troy Bretl, seconded by Dan Wellskopf, to approve the October 2, 2023, Plan Commission meeting minutes as presented. Motion carried unanimously.

Discussion and Possible Recommendation on Industrial Park CSM-23-4

Chairman Gehrke explained the CSM divides the lots in the industrial park as they are sold.

Motion by Don Dohrwardt, seconded by Troy Bretl to approve CSM-23-4 delineating lots in the industrial park. Motion carried unanimously.

Action to Set Public Hearing

Chairman Gehrke stated that three public hearings are needed as follows:

- a) A zoning change to eight lots in the Village Green Subdivision. These are the lots in the cul-de-sac. The lots are currently zoned RS-1 however they are too small for that zoning; therefore, they need to be rezoned RS-2.
- b) A zoning change at 483 N Milwaukee Street, from RS-1 Single Family Residential to RS-2 Single Family Residential. Again, this lot is too small for the RS-1 zoning.
- c) A zoning change to one lot in the Village Green Subdivision from RS-2 Single Family Residential to RC-2 Two Unit Condominium Residential District. This will allow the construction of side-by-side, 2-unit condominiums.

Motion by Don Dohrwardt, seconded by Dan Wellskopf, to set all three public hearings before the Plan Commission on December 4, 2023. Motion carried unanimously.

Items for future consideration

Chairman Gehrke stated that the Plan Commission meeting for January would fall January 1, 2024; therefore, he is recommending to change the meeting date from 1/1/24 to 1/8/24.

Adjournment

Motion by Blake Buvid, seconded by Don Dohrwardt, to adjourn the meeting at 7:09 p.m. Motion carried unanimously.

DRAFT

From the Desk of:
Christophe E. Jenkins
Village Administrator



October 2023
Village Administrators Report

1. Smart Residential, Industrial, and Commercial Growth

Progress on the engineering work at the Industrial Park is advancing smoothly, with the completion of surveying and geotechnical tasks. Discussions with Hillcrest took place regarding the efficient use of fill at the Northern site, leading to, what hopes to be, collaborative solutions benefiting both parties. And of course, we were delighted to welcome Paulsen Mechanical as the newest tenant in the Industrial Park. We are eagerly anticipating their presence.

To ensure a seamless transition into the new year and to accommodate the upcoming workload, Clerk Johnson, Inspector Kison, and I developed a comprehensive checklist for developers. This proactive approach aims to streamline processes and enhance efficiency for anticipated new construction in the Industrial Park.

Additionally, Strand has initiated early survey work for Highland Dr, marking a significant step in the project's progression. The approval of the latest CSM at this meeting will facilitate further subdivision of plots for individual developers, fostering continued growth.

Finally, President Gehrke and I visited Fredonia Mobil as we declared them the October 2023 Business of the Month! We had a great time learning about the history of the space from Tom Mongoven and his dedicated team!

2. Responsible Fiscal Policy

Most importantly, the Village Board officially adopted the 2024 budget – thank you again to all of those stakeholders who helped to make this happen. Chief Weyker, Treasurer Depies, and I solidified our updates to the Employee Handbook pertaining to the new additions of full-time paramedic staff.

The grant for STP-Local funding for a portion of Martin Dr was officially submitted to the Dept of Transportation. While we will not hear back until spring, I hope that we made a good case for why these significant funds should be spent here in Fredonia! Meetings on LRIP dollars also occurred between the County and local municipalities allowing us to apply for more of these dollars as well.

3. Support Public Safety & Infrastructure

Public works staff went through various winterization efforts on all parks and buildings. These efforts include putting up decorations and preparing Freedom Park for the Tree Lighting Ceremony on November 25th. The clarifier project was at long-last completed, which marks the end of a large unplanned expense. Various other equipment and vehicle updates were made that our DPW Director will share in his report.

We welcomed our newest paramedic, Krystal Woda, to the team! If you have time to stop by the Fire Station and give her your well-wishes, please do so!

4. Encourage Open Communication & Collaboration

Digicorp began their work on the email changeover implementation. I stayed in contact with them throughout answering questions as they came up. The goal is to have everything migrated by the end of the month with invoicing to occur at the start of next year. I participated in a mock job interview project with students at NOSD, and met with other youth involved in their new “learn to lead” program – these students are coordinating initiatives for volunteerism in our community, and I look forward to seeing the fruits of their labors.

5. Strong Sense of Community

The Friends of Fredonia Parks and Recreation group is hitting the ground running with some terrific community advocates. In tandem, President Gehrke and I have begun our fundraising efforts for the splash pad project, including the community splash pad kick off meeting. All of these actions hope to yield significant to-be-announced returns!

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
OCTOBER 29, 2023

SIGNIFICANT EVENTS: NA

UPCOMING EVENTS:

AS OF: Oct 29, 2023

HOURS:	3006.75	2022 TOTAL:	2929.50
AVERAGE PER WEEK:	75	2022 AVERAGE:	61
COMPLAINTS 2023:	650	COMPLAINTS 2022:	730
ARRESTS 2023:	86	ARRESTS 2022:	120

EQUIPMENT ISSUES: None

MISCELLANEOUS: Eric Leet is enrolled in the New Chiefs Training seminar sponsored by DOJ, January 22 thru January 26, 2024. The training, lodging and most meals are paid for by DOJ. We will be responsible for 2 meals and travel.

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:	\$482.08
The 8 year average is:	\$3467.00



October 2023 MONTH IN REVIEW

Training

Fire Training –

- Expanded on ladder operations from September's Training.
- Search and rescue operations at training containers

Monthly Business Meeting –

- 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 – Training was held in Belgium – Joint practice with BFD.

- EMT's - Trauma Emergencies presented by Medical Director (Aurora)
- Non EMT's – Vehicle extrication techniques.

Engineer/Fire Training –

- Expanded Extrication techniques from previous week
- Foam applications for fire suppression

Fire Prevention – Open House

- Successful open house event – well attended by community

Fire Prevention - School visits

- This year we paid a visit to St John's Day Care and Divine Savior school

Paramedic Update

- Continuing to actively recruit for firefighter paramedic positions.
 - o May 2023 we hired Josh Van Natta
 - o October 2023 – Hired Krystal Woda
 - o Accepted offer and 1st day scheduled for Casey Bielen
 - Casey – State of Wisconsin licensed Paramedic, Certified Critical Care Paramedic.
 - Next Step - Medical Director training and skills assessment, which will take 2-3 weeks to complete.

RECENT APPLICATIONS

- October
 - o No new applications

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



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

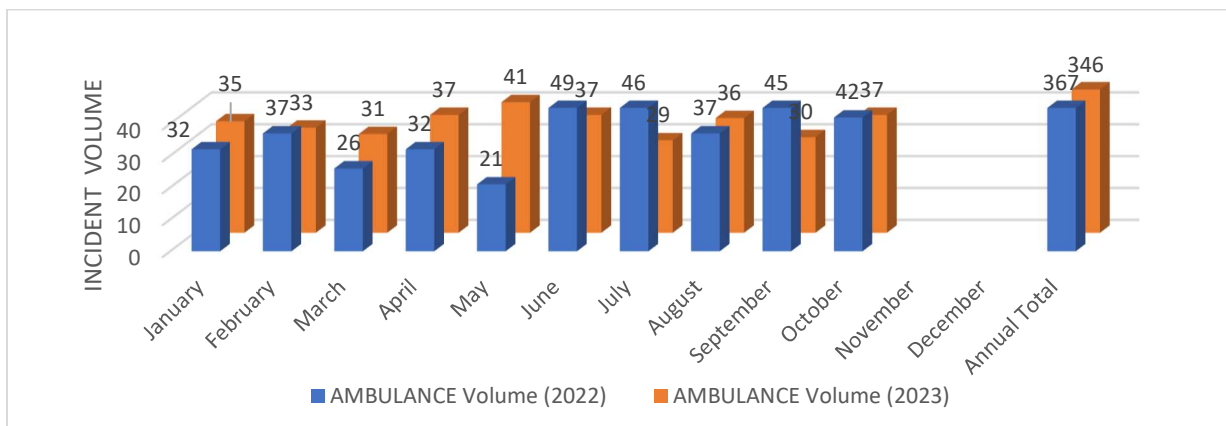
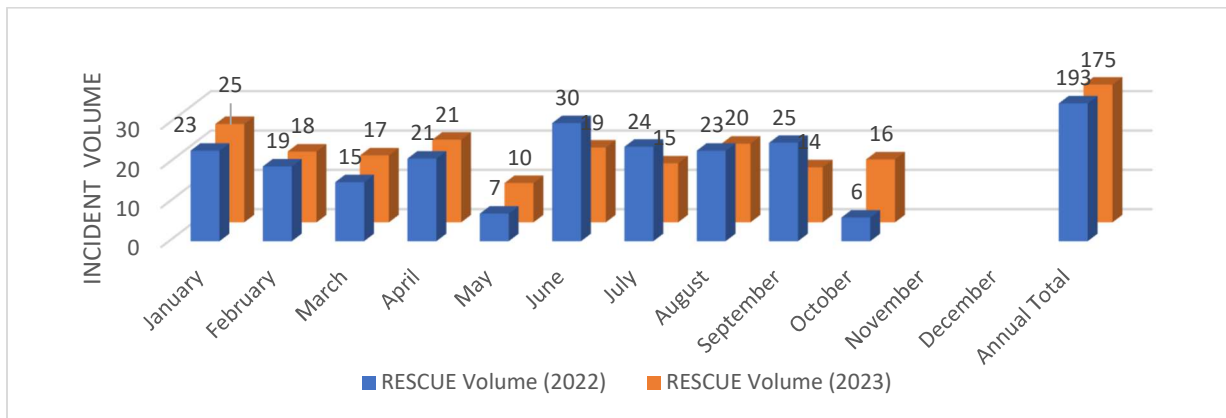
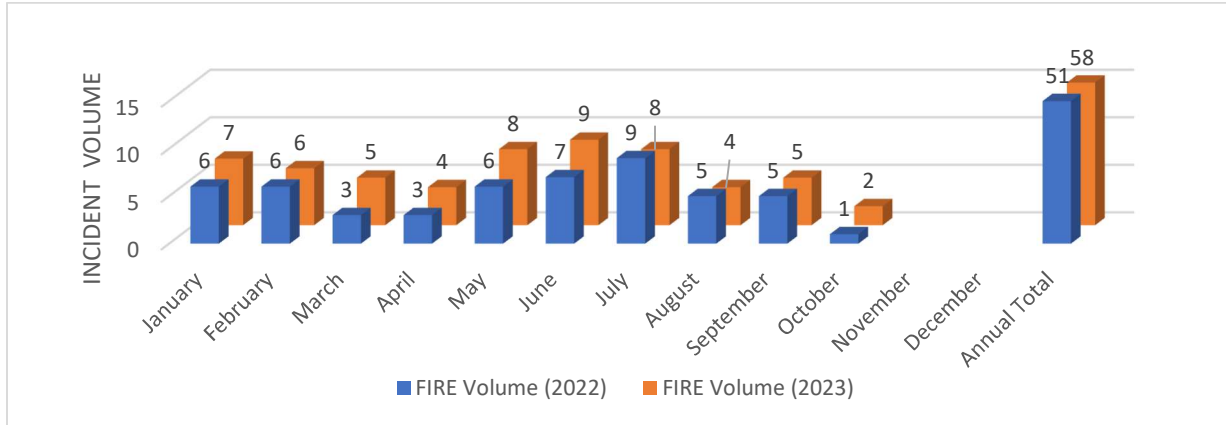


October 2023 - Call Volumes

Fire incidents – 2

Rescue Incidents – 16

Ambulance Incidents – 37



Eric Paulus
Director of Public Works



PO Box 159
242 Fredonia Ave
Fredonia, WI 53021
Phone (262) 483-0275
Fax (262) 692-2883
epaulus@village.fredonia.wi.us

Water

Flushed hydrants for the 2nd time this year. A break did occur because of flushing. Read water meters for the quarter.

Wastewater

UV bulbs were pulled out of the water for the year. Bank 2 bulbs and sleeves will be replaced this winter. Sabel is putting the Clarifier back together and hoping for 1st week of November for completion. SCADA is being completed at the shop and hoping for install the 1st week of November.

Parks

Grass cutting and trimming were finished up for the year and bathrooms were winterized for the season. All porta potties were removed for the year.

Streets

Chipping concluded for the year on the 30th. Flags went up for Veterans day. E-Recycle continues and is successful. Leave pick up is in full swing. Patched a watermain break we had following flushing hydrants.

Director

3 guys will be taking another set of DNR tests in early November. Before it gets to cold and county closes the asphalt plant, we would like to pave some bad spots in house.

From the desk of
Michelle T. Johnson
Village Clerk

November 16th, 2023 Memo to the Village Board

It's been a very busy two weeks! The Board approved my attendance to the Presidential Election Academy at a previous meeting, and I spent Wednesday through Friday immersed in the details of WI election administration. I came away with practical knowledge, and even more importantly, an understanding of the tools at my disposal for when procedure is unclear.

The Village also administered an elections training of our own, working with our chief inspectors to fulfill state training obligations before the 2024-2025 term.

I've attached a communication from WEC titled "Suspicious Mailings to Elections Offices", which referenced envelopes with fentanyl being sent to elections offices in other states. They were very clear that Wisconsin had no direct threats at this time. I forwarded this communication to Treasurer Depies, who handles our mail, and Marshal Davel.

Next meeting I will be bringing a list of election officers forward for appointment. The tenor of our work has changed significantly since the last presidential election cycle, most recently evidenced by this communication from WEC. I am so excited by the team we've put together, and proud to work with such dedicated individuals.

A reminder to board members up for election:

- **December 1:** First day for candidates to circulate nomination papers for the 2024 Spring Election.
- **December 22:** Deadline (5:00 p.m.) for **incumbents not seeking reelection** to file Notification of Non-candidacy (EL-163) with the filing officer. Failure to notify along with a failure to file nomination papers by the deadline will extend nomination paper deadline 72 hours for that office.
- **January 2:** Deadline (5:00 p.m.) for **candidates to file nomination papers, declarations of candidacy, and campaign registration statements** for the 2024 Presidential Preference Primary and Spring Election with the filing officer.

From: [From the Wisconsin Elections Commission](#)
To: [Village of Fredonia - Michelle Johnson](#)
Subject: Suspicious Mailings to Elections Offices
Date: Thursday, November 9, 2023 2:59:15 PM
Attachments: [image001.png](#)
[WI Unknown Substance Response and Threat Assessment 10-9-19.pdf](#)
[Handling Powder Contaminated Letters Packages.pdf](#)
[Suspicious Package Poster.pdf](#)

CAUTION: This email originated from outside of the organization. Do not click links, open attachments, or reply unless you recognize the sender and know the content is safe.

Dear Municipal and County Clerks,

While there are no known threats specific in Wisconsin at this time, there are reports of letters containing fentanyl being sent to elections offices in other states.

Here is a link to an Associated Press article about an incident in Washington State: <https://apnews.com/article/election-offices-letters-evacuations-fentanyl-threats-5d39155be4b2fcd5481b570cc109cb9c> .

In light of these mailings, we are now working with state and local law enforcement and other security partners to compile suggestions for best practices when handling incoming mail.

We encourage you to also work with your local law enforcement agencies and develop a protocol for handling mail in your office. As we head into next year's election, it is important that we all have well-rehearsed security and safety procedures in place.

We do not know if state or federal law enforcement will be providing election officials additional updates at this time. That is why the WEC is providing this information. We feel it is important clerks be aware of concerns observed in other states and are provided resources from our law enforcement and security partners. However, it is important to note WEC staff members are not experts in physical security concerns.

If you have additional questions about best practices being provided, we encourage you to work with your local law enforcement.

WEC staff would be glad to help connect you to state and federal law

enforcement agencies if you have questions about their materials.

Attached you will find the following best practice documents:

- **“WI Unknown Substances Response and Threat Assessment 10-9-19”**

This attachment is a flow chart developed by Wisconsin law enforcement and security partners in 2019, which provides a process flow for identifying and handling suspicious mail.

- **“Suspicious Package Poster”**

This attachment is a poster developed by the United States Postal Service which provides visuals for identifying suspicious packages.

- **“Handling Powder Contaminated Letters Packages”**

This attachment is a one-page document developed by the Wisconsin Department of Health Services which describes processes for handling potentially contaminated mail.

- **CISA Best Practices**

Below you will also find a summary of best practices and resources that are shared by the Department of Homeland Security, Cybersecurity and Infrastructure Security Agency ([CISA](#)):

Short-term mitigation measures:

- Create and use a central repository for all U.S. mail and other deliveries where packages can then be opened and inspected, prior to being picked up or delivered to people within the facility. Key is picking a space at a facility so that if something is found inside, people can leave the room/shut the door and it will have minimal impact, if at all, on operations.
- See [U.S. Postal Service guidelines](#) for a mail room set-up and selection so that if anything suspicious does occur, it will minimally impact the overall operation of the site, if at all.
- See [Best Practices for Mail Screening and Handling \(non-FOUO\) | CISA](#)
- Use latex or nitrile gloves and letter opener when opening mail or packages. Double-gloving is a good option with latex since those are significantly less durable.

Be careful not to shake the letter when opening, otherwise eye protection and N95 mask for example could be needed.

- Prominently display informational materials on suspicious mail and package indicators in the identified mailroom.

Long-term mitigation measures:

- Develop procedures for handling suspicious packages. Use the guide above as a reference for the creation of these policies as well.
- Incorporate procedures on how to handle suspicious mail and packages into initial and annual security training programs.
- Ensure bomb threat checklists are accessible at all work stations where inbound calls are received.
- Refer to the Ready.gov website for information about suspicious packages and letters, at <http://www.ready.gov/explosions>.

Please contact our Help Desk if you have any questions at elections@wi.gov or 1-608-261-2028 or 1-608-266-8005.

Wisconsin Elections Commission
201 West Washington Ave.
Madison, WI 53704



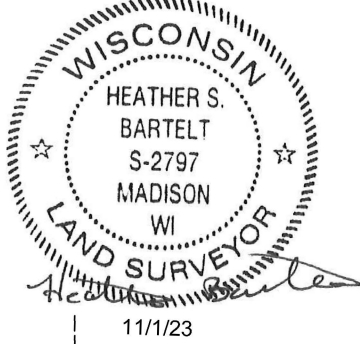
**REPORT FROM TREASURER
NOVEMBER 16, 2023**

Summary of activities completed:

- Day to day operations of the Village
- Processing invoices for payment.
- Processing payroll and all associated requirements.
- Bank reconciliations.
- Sent notice of intent to tax roll to past due water/sewer customers.
- Sent notice of intent to tax roll to past due special assessment on North Wilson Street.
- All work related to on-boarding the new paramedic.
- Enrolling/updating all employees in the state system for 2024 health insurance coverage.
- Virtual training with Ehlers regarding the Municipal Levy Limit Worksheet.
- Office staff continues to work together to finalize organization and cleaning out the files.

CERTIFIED SURVEY MAP NO. _____

LOT 2 OF CERTIFIED SURVEY MAP 4238 RECORDED AS DOCUMENT NUMBER 1150618 AT THE OZAUKEE COUNTY REGISTER OF DEEDS BEING LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 12 NORTH, RANGE 21 EAST, VILLAGE OF FREDONIA, OZAUKEE COUNTY, WISCONSIN.



11/1/23

LOT 1
CSM 1228
V.6, P.130
DOC. 317443

UNPLATTED
LANDS

PARCEL 1
CSM 2831
V.20, P.191-193
DOC. 544987

PARCEL 2
CSM 2831
V.20, P.191-193
DOC. 544987

LOT 1
CSM 3141
V.22, P.172-173
DOC. 634057

LOT 2
CSM 3141
V.22, P.172-173
DOC. 634057

OUTLET 1 CSM 3141

LOT 4
CSM 2035
V.15, P.182
DOC. 414035

LOT 1
CSM 4146
DOC. 1120406

OUTLOT 2
CSM 4238
DOC.1150618

LOT 1
CSM 4238
DOC.1150618

LOT 1
ACRES = 2.48
SQ FT = 107943

LOT 2
ACRES = 2.98
SQ FT = 129645

LOT 2
CSM 4238
DOC.1150618

LOT 3
ACRES = 4.25
SQ FT = 185282

OUTLOT 1
CSM 4238
DOC.1150618

LOT 3
CSM 4238
DOC.1150618

UNPLATTED
LANDS

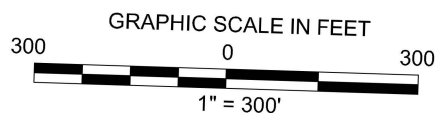
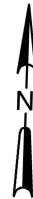
INNOVATION DRIVE

MEADOWLARK ROAD

STH 57

(FOUND CHISELED CROSS) TIES VERIFIED
SW CORNER, SE 1/4 SEC. 35, T12N, R21E
Y: 537,156.90
X: 2,512,604.23

(FOUND CHISELED CROSS) TIES VERIFIED
SE CORNER, SEC. 35, T12N, R21E
Y: 537,272.08
X: 2,515,255.43



CERTIFIED SURVEY MAP NO. _____

LOT 2 OF CERTIFIED SURVEY MAP 4238 RECORDED AS DOCUMENT NUMBER 1150618 AT THE OZAUKEE COUNTY REGISTER OF DEEDS BEING LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 12 NORTH, RANGE 21 EAST, VILLAGE OF FREDONIA, OZUAKKE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, HEATHER S. BARTELT, PROFESSIONAL LAND SURVEYOR WITH STRAND ASSOCIATES, INC., DO HEREBY CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED LOT 2 OF CERTIFIED SURVEY MAP 4238 RECORDED AS DOCUMENT NUMBER 1150618 AT THE OZAUKEE COUNTY REGISTER OF DEEDS BEING LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 12 NORTH, RANGE 21 EAST, VILLAGE OF FREDONIA, OZUAKKE COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 35;
THENCE SOUTH 87° 30' 44" W, 1331.23 FEET (RECORDED AS SOUTH 87° 30' 35" WEST) ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 35;
THENCE NORTH 01° 49' 37" WEST, 33.00 FEET (RECORDED AS NORTH 01° 49' 36" WEST) TO THE SOUTHWEST CORNER OF OUTLOT 1 OF CSM 4238;
THENCE NORTH 01° 49' 37" WEST, 551.54 FEET (RECORDED AS NORTH 01° 49' 36" WEST) ALONG THE WEST LINE OF SAID OUTLOT 1 TO THE SOUTHWEST CORNER OF LOT 2 OF SAID CSM 4238 TO THE POINT OF BEGINNING;

THENCE, NORTH 01° 49' 37" WEST, 887.45 FEET ALONG THE WEST LINE OF SAID LOT 2 TO THE NORTHWEST CORNER OF SAID LOT;
THENCE, NORTH 87° 26' 53" EAST, 476.65 FEET ALONG THE NORTH LINE OF SAID LOT 2 TO THE NORTHEAST CORNER OF SAID LOT;
THENCE, SOUTH 01° 48' 47" EAST, 887.45 FEET ALONG THE EAST LINE OF SAID LOT 2 TO THE SOUTHEAST CORNER OF SAID LOT;
THENCE, SOUTH 87° 26' 53" WEST, 476.43 FEET ALONG THE SOUTH LINE OF SAID LOT 2 TO THE POINT OF BEGINNING.

CONTAINING 422,870 SQUARE FEET (9.71 ACRES).

SUBJECT TO ALL EXISTING EASEMENTS, RESTRICTIONS AND COVENANTS, RECORDED AND UNRECORDED.

THAT I HAVE MADE SUCH SURVEY, LAND DIVISION, AND MAP BY THE DIRECTION OF THE VILLAGE OF FREDONIA.

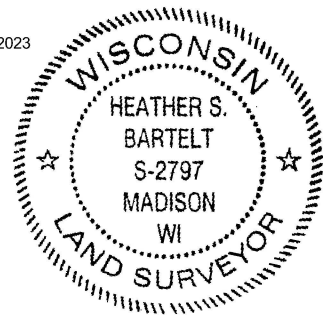
THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXISTING BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF.

THAT I HAVE FULLY COMPLIED WITH THE PROVISION OF SECTION 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE VILLAGE OF FREDONIA IN SURVEYING AND MAPPING THIS PROPERTY TO THE BEST OF MY KNOWLEDGE AND BELIEF



HEATHER S. BARTELT, AGENT FOR STRAND ASSOCIATES, INC.
PROFESSIONAL LAND SURVEYOR NO. 2797
STRAND PROJECT NUMBER 3844.016

DATED THIS 13TH DAY OF NOVEMBER, 2023



PLAN COMMISSION RECOMMENDATION - VILLAGE

THIS CERTIFIED SURVEY MAP IS HEREBY RECOMMENDED FOR APPROVAL TO THE VILLAGE BOARD OF THE VILLAGE OF FREDONIA

RECOMMENDED FOR APPROVAL ON: _____

DANIEL GEHRKE - PLAN COMMISSION CHAIRMAN

MICHELLE JOHNSON - PLAN COMMISSION SECRETARY

VILLAGE BOARD APPROVAL

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED FOR RECORDING BY THE VILLAGE BOARD OF THE VILLAGE OF FREDONIA

APPROVED ON: _____

DANIEL GEHRKE - VILLAGE PRESIDENT

MICHELLE JOHNSON - VILLAGE CLERK



Request for Board Consideration

Item Description: Addition to Employee Handbook for Full-time Fire/Medic Staff	
Report Prepared By: Administrator Jenkins	
Report Date: 11-13-23	Meeting Date: 11-16-23
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: Tied to Regular Wages	
Budget Line Item: Fire Fund	
Wisconsin Statute or Local Ordinance: Federal Labor Standards	
Background Analysis: The Village of Fredonia initiated the creation of an ALS Paramedic-level service that is contracted out with neighboring Town of Fredonia, and Village and Town of Belgium. In doing so, the Village is on its way to acquiring 3 full-time fire/medic staff members. As these individuals work unique 24 hours “on” and 48 hours “off” shifts, it necessitated the creation of a new section of our employee handbook to cover these individuals.	
Staff Comments: Chief Weyker, Treasurer Depies, and I researched what like-sized municipalities were offering for these individuals and balanced them with the requirements laid out in the Federal Labor Standards rules. Together, is the by-product of this work, and we recommend approval to support these individuals.	
Administrator’s Recommendation: Approve	
Action Requested: Motion to Approve Addition to the Village of Fredonia Employee Handbook – Section Q “Full-time Fire/Medic”	
Attachments: <ol style="list-style-type: none"> 1. 11-16-23 Employee Handbook Additions 	

From the Desk of:
Christophe E. Jenkins
Village Administrator

Employee Handbook Update 11-16-2023

With the addition of new fulltime Fire/Medic staff, a new section of our Employee Handbook needed to be created to outline the unique benefits, schedule, and items that pertain to these individuals.

Adding:

Q. “FULL-TIME FIRE/MEDIC

POLICY: To outline the unique benefits, work schedule, and pay periods of full-time fire/medic to meet requirements set forth by the Federal Department of Labor Standards. This policy provides guidelines for proper enforcement of these measures. Unless outlined below in this section, benefits and employment guidelines shall default to those specified for any other full-time employment classification.

1. Employees classified as full-time fire/medic shall receive a paycheck on a biweekly basis based on a 28-day pay cycle equally a cumulative total of 212 hours (106 hours every two (2) weeks at their regular hourly rate). Any hours worked above and beyond 212 hours shall be compensated as overtime.
2. Employees with this classification shall have a rotational work schedule of 24 hours ON and 48 hours OFF.
3. The Village of Fredonia shall implement a Paid Time Off system of accrual in lieu of separate vacation and sick time.
4. The starting PTO benefit is subject to negotiation. However, said employee who is hired by the Village with negotiated PTO out of the ordinary allotment, and chooses to leave their employment within the first full year, understands that in doing so, they forfeit any payout for unused PTO.
5. Active employees accrue PTO based on the numbers of hours they work. The amount accumulated is based on years of service as shown below:

<u>Years of Service</u> <u>Accrual</u>	<u>Bi-Weekly/Annual PTO Eligibility</u>	<u>Maximum</u>
<1 Year	6.523 hrs bi-weekly = 170 hrs per year	---
1-5 Years	8.154 hrs bi-weekly = 212 hrs per year	236 hrs
6-14 Years	10.192 hrs bi-weekly = 265 hrs per year	289 hrs
15-20 Years	11.415 hrs bi-weekly = 295 hrs per year	319 hrs
>20 Years	12.638 hrs bi-weekly = 328 hrs per year	352 hrs

6. In lieu of paid holiday time-off, active employees shall receive an additional 8 hours for each approved holiday and personal days added to PTO after the pay period in which the holiday occurred.

7. Funeral leave shall be calculated based on a maximum of 3 consecutive 8-hour shifts; or 24 hours for any of the approved relatives.”

Christophe E. Jenkins

Village Administrator