

PO Box 159  
242 Fredonia Avenue  
Fredonia, WI 53021



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mdepies@village.fredonia.wi.us

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## AGENDA

### **FREDONIA VILLAGE BOARD MEETING THURSDAY, OCTOBER 6, 2022 – 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. Consent agenda:
  - a. Approve minutes of September 15, 2022 Village Board meeting.
  - b. Approve General Fund, Water and Sewer Invoices.
4. Open session for citizen questions and comments.  
Please note public comments are limited to five minutes per person.
5. Report on operations of Village by:
  - a. Village President
  - b. Report of Village Marshal
  - c. Report of Fire Chief
    - 1) Minutes from Joint Meeting Town of Belgium, Village of Belgium, Town of Fredonia and Village of Fredonia – September 27, 2022
  - d. Director of Public Works/Wastewater Treatment Plant
  - e. Clerk/Treasurer
  - f. Ozaukee County District 2 Supervisor
  - g. Report of Finance – R Abegglen
  - h. Report of Park & Rec Committee – D Gehrke
  - i. Report of Personnel Committee Meeting – B McLarty
6. Items for Discussion and/or Action:
  - a. Motion to increase the Public Works Crewpersons wages as discussed and recommended by the Personnel Committee.
  - b. Motion to direct staff regarding plan review for Dollar General – 111 Fredonia Avenue.
  - c. Approval of letter to Senator Stroebel and Representative Brooks regarding group homes.

- d. Motion to adopt Resolution 2022-H for Inclusion to the Local Government Investment Pool (LGIP).
- e. Motion to approve Ordinance 2022-4 Creating Chapter 105 Article XI Village Administrator of the Village Code.
- f. Motion to approve Ordinance 2022-5 Creating Chapter 105 Article XII Superintendent of Public Works of the Village Code.
- g. Motion to fill the Village Administrator position as recommended by the Personnel Committee.

7. Correspondence

8. Convene to closed session pursuant to Wisconsin Statutes 19.85(1)(e) for real estate and competitive bargaining matters.

9. Adjourn closed session and reconvene into open session.

10. Possible action on sale of property in the business park.

11. Items for future consideration by Village Board.

12. Adjournment

#### UPCOMING MEETINGS:

Finance – October 10

Public Works – October 17

Architectural Control Board – October 19

Village Board – October 20

**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.

To have the link sent to you, please contact the Village Clerk at: [mdepies@village.fredonia.wi.us](mailto:mdepies@village.fredonia.wi.us)

<https://us02web.zoom.us/j/88158882269?pwd=WVZvY2JXNGtuRy9Ka29CSEVSYjZwQT09>

**VILLAGE OF FREDONIA  
VILLAGE BOARD MEETING MINUTES  
SEPTEMBER 15, 2022**

President Dohrwardt called the Village Board meeting to order at 7:02 p.m. the Pledge of Allegiance followed.

Board members present: Don Dohrwardt, Dan Gehrke, Bill McLarty (via Zoom), John Long, Josh Haas, and Bruce Paape (via Zoom).

Board members absent: Rick Abegglen

Staff/Officials present: Village Clerk Melissa Depies, Director of Public Works Roger Strohm, Village Marshal Mike Davel, and Public Works Crew person Brandon Heinen.

Others present: Bill Schanen-Ozaukee Press (via Zoom), Sandi Tretow, Town Chairman Lance Leider, and Town Clerk Christophe Jenkins.

**Consent Agenda**

Motion by Trustee Haas, seconded by Trustee Gehrke, to approve the September 1, 2022 Village Board meeting minutes, and the General Fund, Water and Sewer bills as presented, and a Temporary Class B License: Divine Savior Catholic School / October 22, 2022. Roll Call Vote – Motion carried unanimously.

**Open Session for Citizen Questions and Comments**

None

**Report on Operations of Village by Village President**

President Dohrwardt had nothing to report.

**Report on Operations of Village by Village Marshal**

Board members reviewed the report.

**Report on Operations of Village by Fire Chief**

Fire Chief Weyker was not present, there was no report.

**Report on Operations of Village by Director of Public Works/Wastewater Treatment Plant Operator**

Board members reviewed the report highlighting projects and other activities of the Public Works crew as prepared by Director of Public Works Strohm.

Director Strohm stated that there are accepted offers on Parcel A in the business park and the South Milwaukee Parcel and the title company is working on closing documents. There has been a lot of interest in the business park – Finance Committee will need to meet to review offers. There is a current business in the Village that is interested in buying a large piece of the business park, however covenants and stormwater agreements need to be completed.

The Village will need to contract with an engineering firm for road and utility design. An additional loan may be needed to complete this project.

The Village has received a Developers Agreement for Hillcrest Subdivision. They would like to plat the entire subdivision; however they are only ready to construct homes on the lots adjacent to the road.

The WPDES Permit (Permit to Discharge under the Wisconsin Pollutant Discharge Elimination System) is due to the DNR at the end of October. Director Strohm stated that he will submit this report.

A water capacity/booster pump study determined that the Bio-tower pumps are needed now. The Village should replace one pump at a time and if a pump should go down the Village could utilize the air lift.

The North Wilson Street project is a LRIP project. Once all project costs are completed the paperwork for LRIP reimbursement will need to be submitted.

**Acceptance of Resignation from Roger Strohm-Director of Public Works:**

Trustee Haas stated that he appreciates all the work that Director Strohm has done for the Village over his career here and wished him the best in his new career.

Trustee Paape stated thank you for your service.

Trustee Long questioned if there was a recommendation on an Engineering Firm to assist with the business park and Hillcrest Subdivision. Director Strohm stated any of the firms the Village has used would be good.

Motion by Trustee Haas, seconded by Trustee Long, to accept the resignation from Roger Strohm-Director of Public Works. Roll Call Vote – Motion carried unanimously.

**Report on Operations of Village by Clerk/Treasurer**

Board members reviewed the activities report as prepared by Village Clerk/Treasurer Depies.

Clerk Depies stated that the insurance rates for the current Anthem plan went up 15%. The 2023 rates from the State of Wisconsin increased 6%.

**Report by Ozaukee County District 2 Supervisor**

Trustee Haas presented a letter he wrote to Ozaukee County Residents regarding the use of ARPA funds to purchase Cedar Gorge Clay Bluff. The letter will be submitted to the Ozaukee Press and other local papers. It is Trustee Haas's opinion that ARPA funds should NOT have been used to purchase this land and the cost to maintain the shoreline could become a financial burden on Ozaukee County residents.



### **Report of Public Safety Committee – B Paape**

Trustee Paape stated that the Public Safety Committee is recommending that a portion of the ARPA funds be used to purchase an amphibious vehicle for the Fire Department.

### **Report of Personnel Committee – B McLarty**

Trustee McLarty stated that the personnel committee accepted the resignation of Director Strohm and discussed various options on how to fill the position of Director of Public Works. He noted that there was discussion regarding collaboration with the Town of Fredonia to share an Administrator type position.

Town Chairman Lance Leider stated that the Town has hired a highly skilled clerk who would like to advance to Administrator working part-time for the Village and part-time for the Town. The Town would maintain a Deputy Clerk and Treasurer.

Trustee Haas stated that he believed this was a great solution. Collaboration between the Village and the Town would help both entities.

President Dohrwardt stated that he received a call from a member of the Newburg Village Board who highly recommended Mr. Jenkins stating that he worked in Newburg temporarily to help them get everything back in order after the Administrator and Treasurer abruptly left their positions.

Trustee McLarty stated he would like to move forward with discussions with Mr. Jenkins, the Town Board and the Village Board to see how a shared Administrator position may look.

### **Items for Discussion and/or Action**

#### **Discussion on receiving group home notifications from the state**

Trustee Long stated that he requested this to be on the agenda as a follow up to previous discussions regarding the group homes on North Wilson Street. He noted that the Village was going to send letters to the state representatives and to-date the letters have not been sent.

Trustee Long suggested that when the letters are written the Village should invite the representatives to a meeting to discuss why these facilities are allowed without any requirements of notification to the municipality.

Trustee Long offered to help draft a letter to the state representatives. The letter will be drafted and reviewed to be signed by all at the next board meeting.

Trustee Haas thanked Trustee Long for volunteering to follow up on this matter.

#### **Motion to approve the Subrecipient Agreement between Ozaukee County and the Village of Fredonia**

Clerk Depies stated that she sent the agreement to the attorney for review; however has not yet received an opinion. She suggested that the approval should be contingent of attorney review and approval.

Motion by Trustee Haas, seconded by Trustee Gehrke, to approve the Subrecipient Agreement between Ozaukee County and the Village of Fredonia contingent on attorney review and approval. Roll Call Vote - Motion carried unanimously.

*Motion to appoint Don Dohrwardt and Josh Haas with Rick Abegglen being an alternate as members of the Joint EMS Working Group*

Motion by Trustee Long, seconded by Trustee McLarty, to appoint Don Dohrwardt and Josh Haas with Rick Abegglen being an alternate as members of the Joint EMS Working Group. Roll Call Vote - Motion carried unanimously.

*Motion to approve We Energies to install natural gas at Tower Drive and Innovation Drive for a cost not to exceed \$8,312.42*

Motion by Trustee Gehrke, seconded by Trustee Haas, to approve We Energies to install natural gas at tower Drive and Innovation Drive for a cost not to exceed \$8,312.42. Roll Call Vote - Motion carried unanimously.

Director Strohm stated that the Village should be refunded as the Business Park develops.

*Motion to purchase/install a Process Analyzer for Orthophosphate Measurement with Sample Prep Station from Energenecs for a cost of \$28,635.61*

Director Strohm stated that this is a permit requirement from the DNR. Half of the project is budgeted in 2022 and the other half in 2023. He noted there is an approximately 12 week lead time on the equipment.

Motion by Trustee Haas, seconded by Trustee Gehrke, to approve purchasing/installing a Process Analyzer for Orthophosphate Measurement with Sample Prep Station from Energenecs for a cost of \$28,635.61. Roll Call Vote - Motion carried unanimously.

*Motion to purchase Maintenance Kits for E&H Analyzer from Energenecs for a cost of \$5,615.90*

Director Strohm stated that the maintenance kit is not required at this; however it is highly recommended. This is a budgeted item.

Motion by Trustee Long, seconded by Trustee Gehrke, to purchase Maintenance Kits for E&H Analyzer from Energenecs for a cost of \$5,615.90. Roll Call Vote - Motion carried unanimously.

*Motion to approve Resolution for Inclusion Under the Wisconsin Public Employers' Group Health Insurance Program*

Motion by Trustee Haas, seconded by Trustee Long, to approve Resolution for Inclusion Under the Wisconsin Public Employers' Group Health Insurance Program. Roll Call Vote - Motion carried unanimously.

**Motion to appoint Trustee Dan Gehrke as point of contact in regards to any matters with the industrial park during the interim of employee vacancy.**

Motion by Trustee McLarty, seconded by Trustee Haas, to appoint Trustee Dan Gehrke as point of contact in regards to any matters with the industrial park during the interim of employee vacancy. Roll Call Vote - Motion carried unanimously.

**Correspondence**

Clerk Depies stated that the Mid-Moraine dinner will be held Wednesday, September 28 in Kewauskum. Please let Clerk Depies know if you are attending. President Dohrwardt and Trustee Long both indicated they would attend.

**Convene to closed session pursuant to Wisconsin Statutes 19.85(1)(c) for personnel matters**

Sandi Tretow questioned what topics would be covered in closed session. She stated that the Agenda was not specific enough.

Motion by Trustee Haas, seconded by Trustee Gehrke, to convene to closed session pursuant to Wisconsin Statutes 19.85(1)(c) for personnel matters at 8:00 PM. Roll Call Vote – Motion carried unanimously.

It was noted that Trustee McLarty and Trustee Paape disconnected from zoom and was not part of closed session discussions.

**Adjourn closed session and reconvene into open session**

Motion by Trustee Gehrke, seconded by Trustee Haas, to adjourn closed session and reconvene into open session at 9:00 PM. Motion carried unanimously.

**Action as recommended pursuant to closed session**

Motion by Trustee Gehrke, seconded by Trustee Haas, to recommend the Personnel Committee proceed in the investigation of hiring/filling a Joint Municipal Administrator position. Motion carried unanimously.

**Items for Future Consideration by the Village Board**

Trustee Gehrke stated that he saw on Fredonia/Waubeka speaks that the park equipment was in need of repairs. Staff will need to survey the equipment and schedule repairs.

**Adjournment**

Motion by Trustee Gehrke, seconded by Trustee Haas, to adjourn the meeting at 9:06 p.m. Motion carried unanimously.

Respectfully Submitted:

Melissa Depies  
Village Clerk

10/04/2022 1:59 PM

## Check Register - Quick Report - ALL

Page: 1

ALL Checks

ACCT

## GENERAL CHECKING &amp; MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
17794	10/04/2022	ABT MAILCOM TAX BILL POSTAGE 2022TBP	550.00
17795	10/04/2022	AgSource Cooperative Services LAB SERVICES	1,114.17
17796	10/04/2022	AIRGAS USA, LLC OXYGEN	17.95
17797	10/04/2022	ARNOLD'S ENVIRONMENTAL SERVICES, INC. MARIE KRAUSE PARK	140.00
17798	10/04/2022	BADGER METER, INC. BEACON HOSING/ORION CELLULAR	149.82
17799	10/04/2022	BADGER STATE WASTE LLC BIOSOLIDS HAULING	26,453.36
17800	10/04/2022	CARDMEMBER SERVICE CONSTANT CONTACT	1,049.15
17801	10/04/2022	CHARTER COMMUNICATIONS INTERNET/TV/PHONE	259.79
17802	10/04/2022	COMPARIN, CALVIN L. CLEANING SERVICES	240.00
17803	10/04/2022	DAVE'S EXCAVATION & GRADING, INC. WATER/SEWER WORK	23,319.50
17804	10/04/2022	DREWS TRUE VALUE #0103-2 ANT TRAPS	10.96
17805	10/04/2022	EMERGENCY MEDICAL PRODUCTS, INC. GLOVES/IRRIGATION BOTTLE	276.16
17806	10/04/2022	FRONTIER BROADBAND	601.95
17807	10/04/2022	HAWKINS, INC. CHEMICALS	5,273.23
17808	10/04/2022	HOUSEMAN AND FEIND, LLP WRWA PFAS/ADULT FAMILY HOMES	380.00
17809	10/04/2022	HYDROCORP CROSS CONNECTION CONTROL	1,122.00
17810	10/04/2022	NATIONAL WASH AUTHORITY LLC WATER TOWER WASHING	6,900.00
17811	10/04/2022	NORTH CENTRAL LABORATORIES, INC. HYDROCHLORIC ACID	442.32
17812	10/04/2022	OZAUKEE COUNTY HWY. DEPT. DIESEL FUEL	1,113.02

10/04/2022 1:59 PM

## Check Register - Quick Report - ALL

Page: 2

ALL Checks

ACCT

## GENERAL CHECKING &amp; MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
17813	10/04/2022	OZAUKEE COUNTY TREASURER AG CONVERSION CHARGE	1,863.68
17814	10/04/2022	PARKSIDE AUTO CENTER, INC. LAWN MOWER BATTERY	67.52
17815	10/04/2022	PORT WASHINGTON SENIOR CENTER SENIOR CENTER CONTRIBUTION 14 MEMBERS	660.00
17816	10/04/2022	PORT WASHINGTON, CITY OF BACTERIOLOGICAL ANALYSIS	90.00
17817	10/04/2022	PUBLIC SERVICE COMMISSION OF WISCONSIN RA23-I-02130 ADVANCE ASSESSMENT	381.29
17818	10/04/2022	QUARLES & BRADY APPOINT FISCAL AGENT FOR GO BONDS	800.00
17819	10/04/2022	RABUCK, RICK CLOTHING ALLOWANCE	237.30
17820	10/04/2022	STATE OF WI-ENVIRONMENTAL IMPROVEMENT FUND CLEAN WATER FUND LOAN INTEREST	4,733.59
17821	10/04/2022	STEFFEN PLUMBING & HEATING, INC. PIPE FITTINGS	222.25
17822	10/04/2022	STRAND ASSOCIATES, INC. AERATION SYSTEM DESIGN	3,459.16
17823	10/04/2022	STRYKER SALES LLC COT BATTERY	427.72
17824	10/04/2022	SUN LIFE FINANCIAL LIFE/DISABILITY INSUR	354.35
17825	10/04/2022	SYMBIONT SANITARY TELEVISIONING VIDEOS	224.00
17826	10/04/2022	THE RETIREMENT ADVANTAGE, INC. PLAN ADMINISTRATION FEE	100.00
17827	10/04/2022	THILL, JOHN PARK MATERIALS	825.00
17828	10/04/2022	VERIZON CELLULAR SERVICE	445.21
17829	10/04/2022	VISU-SEWER, INC. SEWER LINING-N WILSON	5,144.00
17830	10/04/2022	WE ENERGIES FGC ELECTRIC	1,570.02
17831	10/04/2022	WISCONSIN DOCUMENT IMAGING COPIES	54.61

10/04/2022 1:59 PM

Check Register - Quick Report - ALL  
ALL Checks

Page: 3  
ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
17832	10/04/2022	WISCONSIN MUNICIPAL CLERKS ASSOCIATION ANNUAL CONFERENCE	250.00
17833	10/04/2022	WPP, LLC ACCOUNTIBILITY TAGS	65.50
Grand Total			91,388.58

04/2022 1:59 PM

Check Register - Quick Report - ALL  
ALL Checks  
GENERAL CHECKING & MONEY MARKET

Page: 4  
ACCT

Dated From:  
Thru:

From Account:  
Thru Account:

Amount

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Total Expenditure from Fund # 100 - GENERAL FUND	8,810.30
Total Expenditure from Fund # 350 - FIRE DEPARTMENT	2,607.47
Total Expenditure from Fund # 600 - WATER UTILITY	43,572.44
Total Expenditure from Fund # 660 - SEWER UTILITY	36,398.37
Total Expenditure from all Funds	91,388.58

10/05/2022 7:47 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
	10/05/2022	WE ENERGIES	
		GAS TOWER DRIVE/INNOVATION DR	
400-00-53300-820-000		CAPITAL IMPROVEMENTS STREETS	8,312.42
		GAS TOWER DRIVE/INNOVATION DR 090222LTR	
		Total	8,312.42
		Grand Total	8,312.42



**FREDONIA VILLAGE MARSHAL**  
**REPORT TO VILLAGE BOARD**  
**September 30, 2022**

SIGNIFICANT EVENTS: K9 assisted drug search of NOHS. OZSO (SRO, MEG, 3 K9), Fredonia Marshals, and NOHS staff.

UPCOMING EVENTS: Have Officers on duty during Trick or Treat, October 29, 2022, 1600-2100.

**AS OF: September 30, 2022**

HOURS:	2240.5	2021 TOTAL:	3032.5
AVERAGE PER WEEK:	62.2	2021 AVERAGE:	63
COMPLAINTS 2022:	600	COMPLAINTS 2021:	828
ARRESTS 2022:	93	ARRESTS 2020:	108

EQUIPMENT ISSUES: None

MISCELLANEOUS:

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:	\$640.00
The 7 average is:	\$3540.59

**Joint Meeting**  
**Town of Belgium, Village of Belgium, Town of Fredonia, Village of Fredonia**  
**Tuesday, September 27, 2022**  
**Belgium Town Hall – 171 Main Street, Belgium, WI 53004**

**Call to Order / Roll Call:** The meeting was called to order at 6:00 p.m. by Town of Belgium Chairman Tom Winker. In attendance: Special Guest Lake Country Fire & Rescue Chief Matthew Fennig, representatives from all four communities (Town of Belgium, Village of Belgium, Village of Fredonia, Town of Fredonia) including Fire Chiefs, Elected Officials, residents and Ozaukee Press reporter Mitch Maersch. Each person introduced themselves and which community they were from.

**Establish a Quorum:** This is an open meeting to discuss current and future EMS service options. The purpose of the meeting is to gather information regarding future funding and get updated with the status of the EMS Grant Program.

**Pledge of Allegiance and a Moment of Silence:** All in attendance recited the Pledge of Allegiance and observed a moment of silence.

**Approval of Minutes:** The minutes of the August 23, 2022 Joint Meeting were approved on a **MOTION** by Rose Sauers, seconded by Tom Bichler, and carried.

**Agenda items - Consideration, Discussion and Possible Action Regarding:**

**Presentation from Fire Chief Matthew Fennig, Lake Country Fire & Rescue:** Lake Country Fire & Rescue Chief Matt Fennig spoke about his experience starting with the City of Delafield Fire Department and becoming a licensed paramedic. He spoke about the consolidation of Nashotah, Chenequa and Delafield departments, and later adding Wales and Genesee. He spoke about the \$7 million savings in capital expenses and elimination of duplicated resources. He stated that citizens benefit the most by consolidation. Citizens do not care about the name on the fire truck or ambulance when there is an emergency. Fennig spoke about funding, and he will forward a copy of their Intergovernmental Agreement to Chairman Winker, so that the group can review and use as a guide if appropriate. Chairman Winker stated a change is needed in Madison, as this is not a county problem – it is a state-wide problem. More discussion followed along with a question and answer period.

**Update and Discussion of Ozaukee County EMS Grant Program:** Fredonia Fire Chief Brian Weyker updated the group on the Sub Recipient Agreement that is currently in legal review. This agreement outlines the requirements for reporting to Ozaukee County how the ARPA grant funds are being utilized. After this is complete, the posting for the positions will be able to move forward.

Each community was to have their governing body select two members plus an alternate member to the working group. These members are:

Village of Belgium: Rose Sauers, Sarah Heisler, and alternate Dan Wolff.

Town of Belgium: Tom Winker, Bill Janeshek, and alternate Tom Bichler.

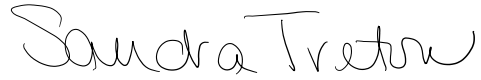
Town of Fredonia: Lance Leider, John Depies and no alternate.

Village of Fredonia: Joshua Haas, Don Dohrwardt, and alternate Richard Abegglen.

Chairman Winker thanked Chief Fennig and the group for attending.

**Next meeting:** The group agreed to meet Tuesday, October 25, 2022 at 6:00 p.m at Belgium Town Hall.

Respectfully submitted:

A handwritten signature in black ink that reads "Sandra Tretow". The script is cursive and fluid, with the first name "Sandra" and last name "Tretow" clearly distinguishable.

Sandra Tretow

**From:** [Village of Fredonia - Roger Strohm](#)  
**To:** [Village of Fredonia - Melissa Depies](#)  
**Subject:** meeting report  
**Date:** Monday, October 3, 2022 12:38:28 PM

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10-6-2022

### Report from Public Works

We are staying on top of everyday operations. We are repairing a few catch basins. We Should have that completed within the next few weeks. The crew is looking over equipment to make sure it's ready for leaf collections. Our one summer help still coming in one day a week helping with grass mowing and weed eating has been very helpful.

### Report from wastewater treatment plant

Plant operations are good. We are still hitting goods number in compliance with our permit limits. Sludge hauling is completed both Sludge storage tanks we hauled out. The third pump was replaced for the bio-tower wet well. Update on diffuser replacements we are still waiting on diffusers parts they are on back order.

Roger Strohm  
Director of Public Works  
Village of Fredonia  
262-692-9125

## **REPORT FROM CLERK-TREASURER OCTOBER 6, 2022**

### Summary of activities completed:

- Board & Committee agendas and minutes
- All day to day operations of the Village
- Election requirements: mailed out absentee ballots as requested; published Type E Notice giving residents information about in-person absentee voting hours.
- Budget development
- Working on getting the 3rd quarter water bills out.
  
- Making progress but still have a lot to learn 😊

### Upcoming events:

#### **2023 Budgets Development**

Need to work on water billing matters and get notices out to accounts with past due amounts so proper noticing can be done to place arrears on the tax roll.

Board & committee meeting pay (please submit any minutes that have not already been sent).

**VILLAGE OF FREDONIA  
FINANCE COMMITTEE MEETING MINUTES  
SEPTEMBER 26, 2022**

The Finance Committee meeting was called to order at 7:01 p.m. by Chair Abegglen.

Committee members present: Rick Abegglen, Josh Haas, and Bill McLarty (via zoom).

Staff/Officials present: Village President Don Dohrwardt, Village Clerk Melissa Depies, and Director of Public Works Roger Strohm.

Others present: Jim Larkin (via zoom at 7:23 p.m.).

**Approve Minutes**

Motion by Trustee Haas, seconded by Trustee Abegglen, to approve the September 1, 2022 Finance Committee meeting minutes. Roll Call Vote - Motion carried unanimously.

**Convene to closed session pursuant to Wisconsin Statutes 19.85(1)(e) for real estate and competitive bargaining matters.**

Motion by Trustee Haas, seconded by Trustee McLarty, to convene to closed session pursuant to Wisconsin Statutes 19.85(1)(e) for real estate and competitive bargaining matters at 7:03 p.m. Roll Call Vote - Motion carried unanimously.

**Adjourn closed session and reconvene into open session**

Motion by Trustee Haas, seconded by Trustee McLarty, to adjourn closed session and reconvene into open session at 8:04 p.m. Roll Call Vote - Motion carried unanimously.

**Possible action on sale of property in the business park**

Motion by Trustee Haas, seconded by Trustee McLarty, to change the binding acceptance date on the offer to purchase to October 21, 2022. Roll Call Vote - Motion carried unanimously.

Place discussion in closed session on October 6, 2022 Village Board meeting.

**Items for Future Consideration**

Director of Public Works stated that draft covenants for the future business park have been completed. They are basically the same covenants that the City of Cedarburg recently adopted for the Hwy 60 development.

Future Finance Committee dates have been set to review the 2023 proposed budget: October 10, and October 24 (if needed) at 7:00 p.m.

**Adjourn**

Motion by Trustee Haas, seconded by Trustee McLarty, to adjourn the meeting at 8:23 p.m. Motion carried.

September 27<sup>th</sup> 2022

Parks

Attendance: Don, Dan, Tiffany, Brandon, Dan Bertram, Jamie Harbison, Lauren Simmons

- 1.) 7:01
- 2.) Don 1, Dan 2<sup>nd</sup> Motion carried unanimously
- 3.) Parks Budget - \$19,000 + \$12,080.00
  - a. Disc Golf
    - i. Bridges, benches, garbage receptacles
- 4.) 2022 Recap
  - a. Movies didn't happen, trying to reschedule at least one indoor in conjunction with the school
  - b. Fun Before the Fourth Recap
    - i. Talked about our needs moving forward
  - c. 2023 Events
    - i. Farmers Market
    - ii. Car Show
    - iii. 5k Run/Walk
    - iv. Music in the Park
      1. Warrior Gridiron Club
      2. Food Truck event with band
    - v. Fun B4 the Fourth – YES
    - vi. Movies in the Park – YES
      1. Make more of an event with food truck, face paint, etc.
    - vii. Fire Department – 100 year celebration
      1. Jamie Harbison contacting fire department
    - viii. Tree Lighting
      1. Expand
    - ix. Veterans Day
      1. Banners
- 5.) Next Meeting October 18<sup>th</sup> – 7:00PM
- 6.) 8:15PM Motion by Don, 2<sup>nd</sup> Dan

Please accept my typed name below as my signature

Respectfully Submitted,

Dan Gehrke – Village Trustee

**VILLAGE OF FREDONIA  
PERSONNEL COMMITTEE MEETING MINUTES  
SEPTEMBER 29, 2022**

The Personnel Committee meeting was called to order at 7:00 p.m. by Chair McLarty.

Board members present: Bill McLarty, Dan Gehrke, Bruce Paape.

Staff/Officials present: Village President Don Dohrwardt, Village Trustees John Long, Rick Abegglen, and Josh Haas, Village Clerk Melissa Depies, and PW Crewperson Brandon Heinen.

Others present: Town Clerk Christophe Jenkins and Sandi Tretow.

**Approve Minutes**

Motion by Trustee Paape, seconded by Trustee Gehrke, to approve the September 14, 2022 Personnel Committee meeting minutes. Motion carried unanimously.

**Discussion and possible implementation of Village of Fredonia organizational structure**

Town Clerk Christophe Jenkins explained that an opportunity to collaborate with the Town of Fredonia currently exists. This collaboration would allow for a Joint Municipal Administrator between the Village and Town of Fredonia.

Mr. Jenkins stated that the Town of Fredonia recently held a special Town Board meeting to approve the collaboration.

Mr. Jenkins did a brief presentation on his qualifications and background. He explained the three types of government: Council run (what the Village currently operates under), Manager (least common), or Administrator (most common and basically a mix of council run and manager run).

An Administrator would run the day-to-day operations and execute policy on behalf of the elected officials. He/she manages, hires, fires, and recruits employees, manages strategic planning, economic development, grants, and budgets.

Mr. Jenkins presented a proposed organizational chart showing the flow of the personnel under an Administrator run form of government.

Mr. Jenkins stated that the Village has an opportunity to make a change! The Village can take advantage of current open positions and turnovers, create positions that are more marketable and attractive to future recruits, and can properly budget for said positions.



Sandi Tretow began asking interview type question of Mr. Jenkins. Example: What is the populations of Elmwood Park where you currently work; Elmwood Park currently contracts out everything correct; are you familiar with PSC requirements.

Trustee McLarty stated that before the Village can consider this the Village needs to create the position and establish it in the Village code.

Trustee Paape questioned Mr. Jenkins how it would work if he were employed by both the Village and the Town. Mr. Jenkins stated that he would be a full-time employee with the Village and a portion of his wages would be charged back to the Town for hours worked.

Sandi Tretow questioned if the Town would be paying for a portion of the benefits as well. Mr. Jenkins stated that the Town will be contributing a lump sum amount toward wages and benefits.

Trustee McLarty stated that the Village needs to look at this on a financial level as well.

Trustee Gehrke stated that what is currently happening is not working. It was his opinion that having someone here full-time will give more stability for the residents.

Sandi Tretow stated that the Town contract is only good for 28 months. What happens at that point, does the entire cost fall fully on the Village. Mr. Jenkins stated that there would be a contract with the Town and a contract with the Village one would not affect the other.

Trustee McLarty stated that the Village needs to decide if they want to run status quo or make a change.

Trustee Haas stated that the current system does not work well. There are many holes in the current system.

Sandi Tretow stated that when Newberg went to an Administrator form of government the president and board members wages were cut to help fund the cost of the Administrator.

President Dohrwardt stated that many things the Board currently does now would be done by the Village Administrator. There would be less committees and less work for the board.

Trustee McLarty stated that he can see a benefit from this unique opportunity we just need to make sure it is done correctly.

Trustee Abegglen stated that this needs to be looked at financially before decisions can be made; however the funds used to pay for the Director of Public Works/Village Engineer can be used to fund other open positions.

Mr. Jenkins stated that he did present a mock up budget at the Village Board meeting and can present more information in closed session.

President Dohrwardt stated that Engineering was not a full-time part of the position that Mr. Strohm filled. The Village does not need to pay for a full-time engineer when it is really a very small portion of the position.

Trustee Paape questioned if this could be done on a trial basis. Trustee Gehrke and Trustee McLarty stated that this is not something that can be done on a trial basis and Mr. Jenkins does have a position at another municipality to consider.

Trustee Haas stated that many municipalities have an Administrator form of government. The system works.

Motion by Trustee Gehrke, seconded by Trustee Paape, to approve the Administrator form of government as presented and create the position of Village Administrator. Motion carried unanimously.

#### **Discussion and possible action on posting open positions**

Motion by Trustee Gehrke, seconded by Trustee Paape, to create a job description for and post the position of Superintendent of Public Works. Motion carried.

Trustee Abegglen questioned if the code needed to be changed before the positions could be posted.

It was the consensus of the board that the positions could be created and posted as the code would be change before the positions were filled.

Motion by Trustee Gehrke, seconded by Trustee Paape, to post the position of Village Administrator. Motion carried unanimously.

#### **Convene to closed session pursuant to Wisconsin Statutes 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – employee compensation**

Motion by Trustee Gehrke, seconded by Trustee Paape, to convene to closed session pursuant to Wisconsin Statutes 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility – employee compensation inviting all board members and Christophe Jenkins at 7:52 p.m. Motion carried unanimously.

**Adjourn closed session and reconvene into open session**

Motion by Trustee Gehrke, seconded by Trustee Paape, to adjourn closed session and reconvene into open session at 9:03 p.m. Motion carried unanimously.

**Discussion and action as recommended pursuant to closed session**

**DPW wages and compensation:**

Motion by Trustee Gehrke, seconded by Trustee Paape, to increase the Public Works Crewpersons wages as discussed. Motion carried unanimously.

**Items for Future Consideration**

Next personnel committee meeting set for Wednesday, October 5, 2022 at 4:30 p.m.

**Adjourn**

Motion by Trustee Paape, seconded by Trustee Gehrke, to adjourn the meeting at 9:12 p.m. Motion carried.

**From:** [Jim Lundberg](#)  
**To:** [Village of Fredonia - Roger Strohm](#)  
**Cc:** [Village of Fredonia - Melissa Depies](#); [Melissa Kluck](#)  
**Subject:** RE: Dollar General Fredonia  
**Date:** Tuesday, October 4, 2022 7:14:19 AM  
**Attachments:** [image001.png](#)  
[22.084 DG Fredonia.pdf](#)  
[22.084 Stormwater Report.pdf](#)  
[Zoning Permit.pdf](#)  
[app variance fredonia signed.pdf](#)  
[erosion permit fred. signed.pdf](#)

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Good morning Roger-

I am attaching our submittal for the proposed Dollar General, for review. We will work on getting the permit fees sent out today. Let me know if you need hard copies of any of the attachments, or if electronic will be sufficient.

Also, I realize we missed the Plan Commission for this month, but am wondering if there would be an option for a Special Meeting sometime this month. Also, wondering how soon a Board of Appeals meeting could be scheduled for the variance request.

Let me know if you need anything else.

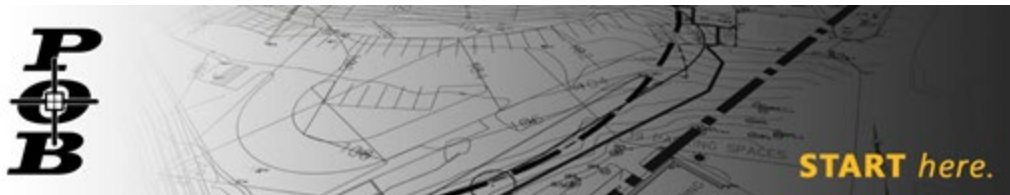
I appreciate your help!

Respectfully,

**Jim Lundberg, P.E.**

Point of Beginning, Inc. | Director of Engineering  
715.310.3271 (c) | [jiml@pobinc.com](mailto:jiml@pobinc.com)

Stevens Point, WI, 54481 | Green Bay, WI 54304 | Sun Prairie, WI 53590  
715.344.9999 (o) | 715.344.9922 (f) | [www.pobinc.com](http://www.pobinc.com)



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**From:** Village of Fredonia - Roger Strohm [<mailto:rstrohm@village.fredonia.wi.us>]  
**Sent:** Monday, August 8, 2022 6:01 PM  
**To:** Jim Lundberg  
**Cc:** Village of Fredonia - Melissa Depies  
**Subject:** RE: Dollar General Fredonia

Jim,

The site is zoned B-2, community Business District. Dollar General would be a permitted use under this zoning.

Submit the zoning permit with a copy of site plans and stormwater management plan. I expect that they may not need to be much in the way of stormwater management. We will eventually need a

building permit, with sign permit, and erosion control permit. I recommend showing the erosion control and signs on the site and building plans. Plan Commission will review and approve the site plan. Architectural Review Board will review and approve the building plans. Start with plan commission.

Plan Commission meets on the first Monday of the month. Please submit site plans 2 weeks prior to plan commission. Electronic submittal on to scale 11x17 is acceptable for two week submittal but then also include 11 hard copies in the mail. Arch Board meets on the third Wednesday of the month. Plans should be referred to them by the plan commission. Both committees meet at 7:00 PM.

The sooner that you can get me plans, the smoother the review process will be. It is feasible to get the review completed in one meeting at each committee. I am willing to look at 90% plans if that helps you.

The plan commission has granted parking variances before for fewer stalls. Technically the Zoning board of Appeals should grant that variance. The zoning board of appeals meets when necessary.

Roger Strohm  
Director of Public Works  
Village of Fredonia  
262-692-9125

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**From:** Village of Fredonia - Melissa Depies <mdepies@village.fredonia.wi.us>  
**Sent:** Monday, August 8, 2022 3:09 PM  
**To:** Village of Fredonia - Roger Strohm <rstrohm@village.fredonia.wi.us>  
**Subject:** FW: Dollar General Fredonia

*Melissa Depies*

Village Clerk/Treasurer  
Village of Fredonia  
242 Fredonia Avenue/PO Box 159  
(p) (262) 692-9125  
(f) (262) 692-2883  
[mdepies@village.fredonia.wi.us](mailto:mdepies@village.fredonia.wi.us)

Office Hours: M-Th 7:00 AM to 5:00 PM

Think before you print. Please consider the environment before printing this e-mail.

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**From:** Jim Lundberg <[jiml@pobinc.com](mailto:jiml@pobinc.com)>  
**Sent:** Monday, August 8, 2022 6:35 AM  
**To:** Village of Fredonia - Melissa Depies <[mdepies@village.fredonia.wi.us](mailto:mdepies@village.fredonia.wi.us)>  
**Subject:** RE: Dollar General Fredonia

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Melissa-

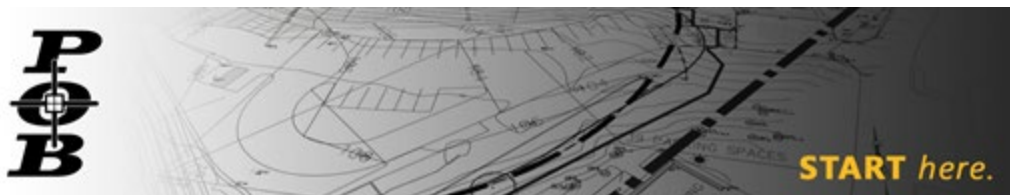
My apologies for the immediate follow up, but it does appear we would need a variance for parking stall count. According to the Ordinance, we would need 49 parking stalls (1 stall per 150 SF of Floor Area (Sales Floor Area = 7,385 SF)), and we are currently showing 30 stalls. Which is the number of stalls Dollar General requests to serve their clientele. Please let me know what that process looks like as well. Thank you again!

Respectfully,

**Jim Lundberg, P.E. (MN, WI, & IA)**  
Point of Beginning, Inc. | Director of Engineering  
715.310.3271 (c) | [jiml@pobinc.com](mailto:jiml@pobinc.com)

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**From:** Jim Lundberg <>  
**Sent:** Monday, August 8, 2022 6:16 AM  
**To:** 'mdepies@village.fredonia.wi.us' <[mdepies@village.fredonia.wi.us](mailto:mdepies@village.fredonia.wi.us)>  
**Subject:** Dollar General Fredonia

Good morning Melissa-

I am working with a developer on a proposed commercial development in Fredonia, and the design of the project will be ramping up. Consequently, I wanted to reach out to you to get a handle on a few things while we get going on the design. I have attached a very preliminary concept plan for reference to the proposed site plan and location.

Below are a few questions related to the approval process, to get a handle on what that looks like,

and timeline:

- 1.) Can you confirm the existing zoning of the subject parcel? Also, is Commercial Retail an approved use? In my research, it appears to be B-2 Business District, but wanted to confirm.
- 2.) Are there any permit forms that I need to complete for submittal to the Village for Site Plan approval aside from the Zoning Permit?
- 3.) What is the Submittal/Approval process is there for Site Plan, and when would we need to have documents to the Village, prior to any necessary public meetings?
- 4.) Finally what are some of the upcoming meeting dates and times we could possibly attend for the Village, once we have submitted our design information?

If I think of anything else I will reach out, but this should get us started. I just want to get a gauge on timeline/schedule as we move forward. Also, if you see any glaring issues with the attached concept plan, please let me know before we move too far into the design.

I really appreciate your help!

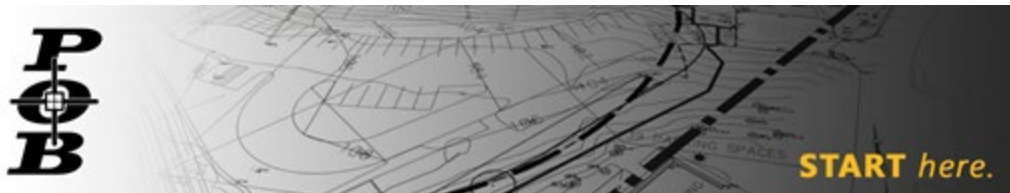
Respectfully,

**Jim Lundberg, P.E. (MN, WI, & IA)**

Point of Beginning, Inc. | Director of Engineering  
715.310.3271 (c) | [jiml@pobinc.com](mailto:jiml@pobinc.com)

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PO Box 159  
242 Fredonia Avenue  
Fredonia, WI 53021



Phone: 262-692-9125  
Fax: 262-692-2883  
mdepies@village.fredonia.wi.us

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October 7, 2022

[Sen.Stroebe1@legis.wisconsin.gov](mailto:Sen.Stroebe1@legis.wisconsin.gov)

[Rep.Rob.Brooks@legis.wisconsin.gov](mailto:Rep.Rob.Brooks@legis.wisconsin.gov)

Re: Group Homes

Dear Senator Stroebel and Representative Brooks:

Recently two group homes have opened in the Village of Fredonia. Both are in a residential area and just a block away from each other. These homes are residential homes where adults with disabilities that require supervision are living.

It is our understanding that these homes are licensed by the state and funded through state and federal funds.

The issue that the Village is faced with, is that these homes opened up and began operating with no notification to the Village and/or neighboring property owners.

The neighbors are concerned about the safety and wellbeing of the children in the neighborhood. The Marshall, Fire Department and Ambulance service should have also been notified as this may have an impact on the services needed.

The Village Attorney was requested to come to a Village meeting to explain to our residents that these homes are licensed by the state and there is no requirement to notify the municipality or neighboring property owners. An expense the Village should not have had to incur.

The Village Board of the Village of Fredonia respectfully requests a change in legislature that would require state funded residential group homes to inform the municipality of the plan of operation, type of residents, and opening date prior to opening the facility, so residents and local services can be notified.

The Village of Fredonia would also like to express concerns with the levy limits on raising property taxes and reduction of state aids.



Sincerely the Village Board  
of the Village of Fredonia

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Don Dohrwardt, Village President

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Dan Gehrke, Village Trustee

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Bill McLarty, Village Trustee

---

John Long, Village Trustee

---

Rick Abegglen, Village Trustee

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Josh Haas, Village Trustee

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Bruce Paape, Village Trustee

# MEMORANDUM

Date: October 5, 2022  
To: Village of Fredonia Village Board  
From: Christophe Jenkins  
Re: LGIP Account Creating

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## **LGIP Account Creation**

LGIP, is the “Local Government Investment Pool”, as the name would suggest, this is a State-run agency that pools together the funds of various municipalities in the state and invests said dollars in order to generate increased rate of returns. Most municipalities keep their primary savings or short and long-term funds in these types of accounts in order to generate a higher interest rate while the funds are not being utilized. Their rates are market-based – in the current market, as of 10-5-2022, the rate of return is 2.15%. Compare this to the 0.5% being given at a typical local banking institution, you can see why this would be favorable. All funds set up in these accounts are available to be transferred next day whenever funds need to be expensed.

I would recommend transferring the Village’s primary Reserve (savings) accounts to LGIP along with any dollars set aside of short and long-term capital projects.

Passing this resolution is required by the State to open up an account with LGIP.

**Policy Question:** Should the Village of Fredonia establish and transfer funds to the State of Wisconsin’s LGIP for the purpose of generating a higher rate of return?

**Recommendation:** Staff would recommend to adopt the resolution as presented.

**Fiscal Impact:** Predicted higher interest generated off of allocated funds for 2023 and beyond.

***Christophe E. Jenkins***

Town Admin/Clerk  
Town of Fredonia  
242 Fredonia Avenue  
P.O.Box 12  
Fredonia, WI 53021

**RESOLUTION 2022-H**

**A RESOLUTION FOR INCLUSION TO  
THE LOCAL GOVERNMENT INVESTMENT POOL**

**WHEREAS**, the State of Wisconsin has created a Local Government Investment Pool (LGIP); and

**WHEREAS**, it may prove beneficial for the Village of Fredonia to participate in said program;

**NOW, THEREFORE, BE IT RESOLVED** that the Village of Fredonia will participate in the State of Wisconsin's Local Government Investment Pool, pursuant to provisions of Section 25.50 of the Wisconsin Statutes;

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Village President and the Village Clerk/Treasurer be designated as the Local Officials authorized to transfer funds to or from the Local Government Investment Pool. Notification of changes in authorized officials may be made to the Department of Administration in writing without modification to this resolution.

**RESOLVED** by the Village Board of the Village of Fredonia, Ozaukee County, Wisconsin on this \_\_\_\_\_ day of \_\_\_\_\_ 2022, by a \_\_\_\_\_ vote.

\_\_\_\_\_  
Donald Dohrwardt, Village President

Attest:

\_\_\_\_\_  
Melissa Depies, Village Clerk

## ORDINACE 2022-4

### AN ORDINANCE CREATING CHAPTER 105 ARTICLE XI VILLAGE ADMINISTRATOR

**WHEREAS**, The Village Board of the Village of Fredonia desires to create a Village Administrator position; and

**WHEREAS**, the Village Code of the Village of Fredonia needs to be updated to reflect the Village Administrator position;

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

**Chapter 105: ARTICLE XI VILLAGE ADMINISTRATOR of the Municipal Code of the Village of Fredonia is hereby created as follows:**

**105-37: Appointment:** The office of the Village Administrator shall be an appointive office. The Village Administrator shall be appointed by an affirmative vote of 3/4 of the full membership of the Village Board. The terms and conditions of employment for the Administrator shall be a matter of contract between the Village and the person appointed to said position.

**105-38: Duties:** The Village Administrator is responsible for the management of daily activities of all offices of the Village of Fredonia; directs, coordinates, and expedites the activities of all Village departments, except for such authority vested by the Wisconsin Statutes in certain boards and commissions; makes or directs such studies as are necessary to determine the most economical and efficient operation of all departments; coordinates community planning activities; is responsible to the Village President and Village Board of Trustees for effectuating all actions of the same which require administrative implementation; directs and coordinates the preparation of the annual Village budget; and makes such reports as the Village President and Village Board of Trustees may require as to the current fiscal status of the budget and reports to the Village President and Village Board of Trustees any variations in the operations of the Village budget.

**Section 2:** This ordinance shall take effect upon adoption and publication as provided by law.

PASSED and ADOPTED by the Village Board of the Village of Fredonia, Ozaukee County, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Donald Dohrwardt, Village President

ATTEST:

\_\_\_\_\_  
Melissa Depies, Village Clerk

**ORDINACE 2022-5**

**AN ORDINANCE CREATING  
CHAPTER 105 ARTICLE XII  
SUPERINTENDENT OF PUBLIC WORKS**

**WHEREAS**, The Village Board of the Village of Fredonia desires to create a Superintendent of Public Works position; and

**WHEREAS**, the Village Code of the Village of Fredonia needs to be updated to reflect the Superintendent of Public Works position; and

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

**Chapter 105: ARTICLE XII SUPERINTENDENT OF PUBLIC WORKS of the Municipal Code of the Village of Fredonia is hereby created as follows:**

**105-37: Appointment:** The office of the Superintendent of Public Works shall be an appointive office. The appointment of the Superintendent of Public Works shall be recommended by the Village Administrator and confirmed by the Village Board.

**105-38: Duties:** The Superintendent of Public Works is responsible for preparation and implementation of road reconstruction, maintenance, and drainage programs, reviews plans, snow removal, emergency operations, refuse collection and recycling programs, vehicle and equipment maintenance, and planning for Public Works projects as assigned. The Superintendent is responsible for purchasing and budgeting operations for the Department.

The Superintendent is responsible for all operations of the Water and Wastewater facility and will be the Operator in Charge. He/she shall be expected to hold or be in the process of obtaining all certifications and licensing required by law to effectively execute the duties of this position.

**Section 2:** This ordinance shall take effect upon adoption and publication as provided by law.

PASSED and ADOPTED by the Village Board of the Village of Fredonia, Ozaukee County, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Donald Dohrwardt, Village President

ATTEST:

\_\_\_\_\_  
Melissa Depies, Village Clerk