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Fredonia, Wi 53021



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AGENDA

FREDONIA VILLAGE BOARD MEETING THURSDAY, NOVEMBER 3, 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 October 20, 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. Village Administrator
 - c. Village Marshal
 - d. Fire Chief
 - e. Public Works/Wastewater Treatment Plant
 - f. Clerk/Treasurer
 - g. Ozaukee County District 2 Supervisor
 - h. Report of Park & Recreation – D Gehrke
6. Items for Discussion and/or Action:
 - a. Adopt Ordinance 2022-6 Amending Section 132-4 Standing committees.
 - b. Motion to approve Resolution 2022-I Establishing wages for the Village President and Board of Trustees for the Village of Fredonia.
 - c. Discussion regarding appointing Village President as active chair of the Architectural Control Board.

8. Correspondence
 - a. Response from Senator Duey Stroebel
9. Items for future consideration by Village Board.
10. Adjournment

UPCOMING MEETINGS:

Plan Commission – November 7
Public Works – November 14
Architectural Control Board – November 16
Village Board – November 17

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

<https://us02web.zoom.us/j/84907773191?pwd=VDBiaVBOSTZhMkh5TGxLZDVESHdLdz09>

VILLAGE BOARD MEETING
Fredonia Government Center
242 Fredonia Avenue, Fredonia, WI
Thursday October 20, 2022

The village board meeting was called to order at 7:00 p.m. by President Don Dohrwardt. The pledge of allegiance followed.

Present: Don Dohrwardt, Rick Abegglen, Dan Gehrke, Josh Haas, John Long, Bill McLarty and Bruce Paape.

Staff/Officials present: Mike Davel, Melissa Depies (via Zoom phone only), Brandon Heinen and Brian Weyker. 7:13 Christophe Jenkins arrived.

Others present: Resident Sandi Tretow

Consent Agenda

The minutes of the October 6, 2022 village board meeting and the general fund, water and sewer invoices were approved on a **MOTION** by Haas, seconded by McLarty, and carried.

Open Session for Citizen Questions and Comments

None.

Report on Operations of Village by Village President

Nothing to report.

Report on Operations of Village by Village Administrator

Moved to later in the meeting as Jenkins had not arrived.

Report on Operations of Village by Village Marshal

The report from the Village Marshal was reviewed. The additional speed signs have not arrived.

Report on Operations of Village by Fire Chief

- Approve Waubeka Fire Department, Inc. – Village of Fredonia Three Year Service Contract on a **MOTION** by Haas, seconded by Gehrke, and carried.
- The fire department has converted to the new radio system.
- Fire Department Open House went well. Have three applicants, one is a new resident who is a licensed EMT & a firefighter.
- An agenda item for the next village board meeting is to approve a one year fire department contract with the Town of Saukville

Report on Public Works/Utilities

A paper copy report from the Public Works/Utilities was reviewed.

Report by Clerk/Treasurer

The report from the Village Clerk/Treasurer was reviewed.

Report by Ozaukee County District 2 Supervisor

Nothing to report.

Report of Finance Committee

Defer to next agenda item.

Presentation of the Proposed 2023 Budget by Village Administrator Christophe Jenkins

Presented a twenty-one slide 2023 budget presentation overview.

Items for Discussion and/or Action:

Moved to after closed session.

Correspondence

None.

Convene to closed session pursuant to Wisconsin Statutes 19.85(1)(e). Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require closed session – TIF district #3. Contract NEGOTIATIONS AND PARCEL Divisions. 7:44 p.m. MOTION by Haas, seconded by Abegglen, and carried.

Davel, Heinen, Weyker and Tretow left and Depies disconnected.

Adjourn closed session and reconvene into open session. 8:04 p.m.

MOTION by Abegglen, seconded by Haas, and carried.

Discussion and possible action on TIF District #3 Contracts and Parcel Divisions.

No action.

Items for Discussion and/or Action:

MOTION to adopt Resolution 2022-H for Inclusion to the Local Government Investment Pool (LGIP) by Haas, seconded by Gehrke and carried.

]Items for Discussion and/or Action:

Report on Operations of Village by Village Administrator

- There are two applicants and third person interested in the DPW Superintendent position.
- There are three people interested in the deputy clerk position.

- Jenkins said initial interviews would be held by McLarty, Depies and himself.
- Jenkins was planning on meeting with department leads Davel, Weyker & acting DPW Heinen.

Items for Future Consideration by the Village Board

None.

Adjournment

The meeting adjourned at 8:15 p.m. on a **MOTION** which was seconded and carried. Names of the trustees making and seconding the motion were not recorded.

NEXT MEETING: November 3, 2022.

Respectfully Submitted:

John Long

Village Trustee

11/02/2022

6:41 AM

Check Register - Quick Report - ALL

Page: 1

ALL Checks

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
17890	11/02/2022	AgSource Cooperative Services LAB SERVICES	796.80
17891	11/02/2022	ASSOCIATE BANK GREEN BAY GO BOND/ABA 075900575/ACCT 0014291449	228,137.50
17892	11/02/2022	AURORA MEDICAL CENTER GRAFTON LLC PHARMACY ITEMS	69.41
17893	11/02/2022	BAKER TILLY VIRCHOW KRAUSE, LLP BUDGET ASSISTANCE	1,576.00
17894	11/02/2022	BUBLITZ PLUMBING & HEATING, INC. HVAC REPAIRS	2,397.62
17895	11/02/2022	CARDMEMBER SERVICE CONSTANT CONTACT	863.99
17896	11/02/2022	CONTREE HOSE CLAMPS	111.82
17897	11/02/2022	DEPARTMENT OF NATURAL RESOURCES GENERAL WASTEWATER CERT	25.00
17898	11/02/2022	DREWS TRUE VALUE #0103-2 ANTIFREEZE	189.14
17899	11/02/2022	EMERGENCY MEDICAL PRODUCTS, INC. AQUALITE STERILE WATER	475.74
17900	11/02/2022	ENERGENECS, INC. ZONE 1 / LABOR	355.00
17901	11/02/2022	FREDONIA WATER & SEWER POLICE DEPT	41,291.66
17902	11/02/2022	FRONTIER TELEPHONE	655.42
17903	11/02/2022	GENERAL CODE, LLC ECODE ANNUAL MAINTENANCE	995.00
17904	11/02/2022	GIBBSVILLE IMPLEMENT, INC. HEAD/MISC PARTS	123.98
17905	11/02/2022	HAWKINS, INC. FERRIC CHLORIDE	4,645.14
17906	11/02/2022	HEINEN, BRANDON CLOTHING ALLOWANCE	105.49
17907	11/02/2022	HYDROCORP CROSS CONNECTON CONTROL	1,122.00
17908	11/02/2022	JENKINS, CHRISTOPHE NOVEMBER	2,000.00

11/02/2022

6:41 AM

Check Register - Quick Report - ALL

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ALL Checks

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
17909	11/02/2022	JIMMY B'S FREDONIA AUTOMOTIVE BATTER #650	391.02
17910	11/02/2022	KEWASKUM, VILLAGE OF WATER TEST-TSS/PHOSPHORUS/AMMONIA	200.00
17911	11/02/2022	KROEGER, MIKE CLOTHING ALLOWANCE	94.94
17912	11/02/2022	LIQUID SPING LLC HW STEERING	108.70
17913	11/02/2022	LOCHEN EQUIPMENT COVER PLATE	201.08
17914	11/02/2022	MAYER, LARRY/SANDRA REPLACE MAILBOX	26.34
17915	11/02/2022	MUELLER EXCAVATING ADJ5376-MARTIN AVE WATER MAIN BREAK	4,539.00
17916	11/02/2022	NAPA PARTS AT RANDOM AIR FILTERS/OIL FILTERS	256.41
17917	11/02/2022	OZAUKEE COUNTY HWY. DEPT. DIESEL FUEL	854.45
17918	11/02/2022	PINNACLE ENGINEERING GROUP BUSINESS PARK SURVEY	813.75
17919	11/02/2022	PORT PUBLICATIONS BUDGET NOTICE	752.50
17920	11/02/2022	PORT WASHINGTON, CITY OF BACTERIOLOGICAL ANALYSIS	60.00
17921	11/02/2022	RABUCK, RICK CLOTHING ALLOWANCE	150.89
17922	11/02/2022	SABEL MECHANICAL, LLC. TREATMENT PLANT REPAIRS	2,873.31
17923	11/02/2022	SCHOMMER, JOHN POPCORN OIL	119.49
17924	11/02/2022	STRAND ASSOCIATES, INC. AERATION SYSTEM DESIGN	2,973.86
17925	11/02/2022	TRANSCENDENT TECHNOLOGIES, LLC SOFTWARE MAINT	683.00
17926	11/02/2022	ULINE, INC. UTILITY GLOVES (PPE)	90.29
17927	11/02/2022	VERIZON POLICE PHONE	445.76

11/02/2022

6:41 AM

Check Register - Quick Report - ALL

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ALL Checks

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
17928	11/02/2022	WE ENERGIES 898 WENZEL AVE	1,005.64
17929	11/02/2022	WEX BANK FUEL	381.44
17930	11/02/2022	WISCONSIN DOCUMENT IMAGING COPIES	99.63
17931	11/02/2022	ZOLL MEDICAL CORPORATION ADULT SENSOR	3,196.80
Grand Total			306,255.01

11/02/2022

6:41 AM

Check Register - Quick Report - ALL

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ALL Checks

ACCT

GENERAL CHECKING & MONEY MARKET

Dated From:

From Account:

Thru:

Thru Account:

Amount

Total Expenditure from Fund # 100 - GENERAL FUND	48,472.26
Total Expenditure from Fund # 300 - DEBT SERVICE	228,137.50
Total Expenditure from Fund # 350 - FIRE DEPARTMENT	5,917.92
Total Expenditure from Fund # 400 - TID NO. 3	813.75
Total Expenditure from Fund # 600 - WATER UTILITY	10,757.15
Total Expenditure from Fund # 660 - SEWER UTILITY	12,156.43
Total Expenditure from all Funds	306,255.01

From the Desk of:
Christophe E. Jenkins
Village Administrator

Village Administrator's Report – 11/3/2022

Village Board of Trustees,

These past couple weeks have certainly been busy!

Much time has been spent with Clerk-Treasurer Depies, our Baker-Tilly and Ehlers reps, and with many of you discussing and finalizing budget items. The budget itself has gone through many revisions (as is typical), and I am proud of the result that will be able to deliver results for you and your taxpayers. Please continue to ask questions and give feedback – we are prepped for final adoption of the levy and 2023 budget at our November 17th Board of Trustees meeting.

I have begun touring facilities and getting to know staff. We held our first monthly department head meeting – this was a great opportunity to make sure everyone was aware of upcoming projects and where others could assist. We took this time to review capital expenses and goals for next year. My children and I also attended the Fire Department Brat Fry and got a tour of the facility along with meeting various employees there.

On staffing, we held our first round of interviews for the DPW Superintendent position on Nov 5th. I have also begun outreach on roles within DPW and the Clerk's office that will need to be filled.

Finally, I have had good meetings with Trustee Gehrke and Jim Larkin, your realtor, on upcoming TID projects and development proposals that will be brought before you for final approval. If all approved, the plan is to get Ehlers involved in crunching the numbers to determine if we can fund a road and utility build out, along with engineering, through the TID tax increment. We have also begun networking with a variety of engineering firms to send out an RFP for hourly engineering services moving forward. Once that process occurs, it will come to the Board for approval as well.

Hope everyone had a wonderful Halloween weekend – any questions, as always, reach out.

Christophe E. Jenkins
Village Administrator

A handwritten signature in black ink, appearing to read 'C. Jenkins', written in a cursive style.

FREDONIA VILLAGE MARSHAL
REPORT TO VILLAGE BOARD
October 25, 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: October 25, 2022

HOURS:	2415.25	2021 TOTAL:	3032.5
AVERAGE PER WEEK:	60.38	2021 AVERAGE:	63
COMPLAINTS 2022:	640	COMPLAINTS 2021:	828
ARRESTS 2022:	96	ARRESTS 2020:	108

EQUIPMENT ISSUES: None

MISCELLANEOUS: I closed out October early due to me being out of town. Thus, the hours listed do not reflect the last week. They will be reflected in Nov.

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

From: [Brandon Heinen](#)
To: [Village of Fredonia - Melissa Depies](#)
Subject: Board report for 11/4 meeting
Date: Monday, October 31, 2022 2:21:00 PM

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.

November 4, 2022

Public Works

Public works is staying on top of everyday/week projects. We finished our last week of branch chipping for the year on 10/31/22. Leaves are falling really fast so we are staying on top of getting leaves collected. With how warm the weather has been we are still musing temperatures and turning/flipping our composed piles making sure we stay within compliance.

Wastewater treatment Plant

Sample results at the WWTP are still looking great. We are well within our permit limits. S

till waiting for diffuser parts as they are on backorder. If we wait much longer we might just have to plan on having diffusers replaced by spring of 2023. We are still continuing to winterize outside equipment to prevent unwanted freeze ups.

REPORT FROM CLERK-TREASURER NOVEMBER 3, 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; in person early voting – averaging 13 voters per day, completed public test of the voting equipment
- Assisting with budget development
- Receipting of water bill payments

- Making progress but still have a lot to learn 😊

Upcoming events:

Treasurer's meeting at the county November 10

Customers with unpaid water and sewer balances to be added to tax roll

Budget public hearing – November 17th and then send levy info to County

Preliminary Audit Field Work – November 28 and 29 with Baker Tilly

Audit – week of February 13th, 2023

From the Desk of:
Christophe E. Jenkins
Village Administrator

Ordinance Amendments 2022-6 & 7

2022-6:

This Ordinance Amendment is coming before you to recommend removal of Committees that no longer serve a useful function under an Administrator form of government. The recommendation is to remove Personnel, Economic Development, and Technology.

Personnel and Economic Development are removed as they are part of the functions of the Village Administrator. Department Heads will still need to be appointed by the Board, and certain development proposals and contracts will come before the Board as well. Thereby ensuring input from the policymakers. The Technology Committee will just roll up under requests under the yearly capital or operating budgets.

Administration's Recommendation: Approve

Fiscal Impact: None

2022-I:

This Resolution would change the salary for Trustees from a per diem to a base rate. Administration would recommend a change to an annual base salary to streamline the workload placed on staff. No more monthly reporting, no more missed amounts, or variations between trustees. The amounts are recommended to be: \$2,000 per Trustee and \$6,000 for Village President. These amounts capture the average amount earned by a trustee on an annual basis, and the numbers are accurately budgeted for in 2023.

Administration's Recommendation: Approve

Fiscal Impact: \$20k budgeted for Board Salaries in 2023

Christophe E. Jenkins
Village Administrator

ORDINACE 2022-6

**AMENDING THE VILLAGE OF FREDONIA CODE OF ORDINANCES
TITLE 132 VILLAGE BOARD
SECTION 4 B – STANDING COMMITTEES**

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

1. Section 132-4 B is amended as follows:

§ 132-4 **Standing committees.**

B. Committees established. The following standing committees are established:

(1) Public Works and Utility (Sewer, Water)/Tree Board Committee.

(2) Finance and Budget Committee.

(3) Public Safety Committee.

~~(4) Personnel Committee.~~

(5) Parks and Recreation Committee.

~~(6) Economic Development Committee.~~

~~(7) Tech Committee (Cable TV).~~

2. This ordinance shall take effect and be in force one day after its passage and posting 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

RESOLUTION NO. 2022-I

ESTABLISHING WAGES FOR THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES FOR THE VILLAGE OF FREDONIA

WHEREAS, the Village President is currently paid an annual stipend of \$3,750 plus \$55.00 per Village Board meeting and \$25.00 per committee meeting; and

WHEREAS, the Board of Trustees is currently paid \$55.00 per Village Board meeting and \$25.00 per committee meeting; and

WHEREAS, in order to streamline the payment process to all board members the Village shall change from per meeting pay to an annual salary for the Village President of \$6,000 and an annual salary for the Board of Trustees of \$2,000; and

WHEREAS, salaries cannot be increased or diminished during terms of office, therefore this change shall take effect after the April 4, 2023 election to only those members that are elected at said election; and

WHEREAS, the change for the remaining members of the board will occur in April 2024.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Fredonia to establish a wage for the Village President at \$6,000 per year and to establish a wage for the Board of Trustee at \$2,000 per year.

PASSED AND ADOPTED by the Village Board of the Village of Fredonia on this _____ day of November, 2022.

FREDONIA VILLAGE BOARD

Donald Dohrwardt, Village President

ATTEST:

Village Clerk

November 1, 2022

Re: Group Homes

Dear Messrs. Dohrwardt, Gehrke, McLarty, Long, Abegglen and Haas,

Thank you for taking the time to write to my office.

I believe you are correct in your understanding that assisted living facilities are licensed, regulated and funded almost entirely at the state level. However, state law does allow counties to assume the responsibility of licensing adult family homes if they so choose (one of four types of assisted living facilities, with the other three being community-based residential facilities, residential care apartment complexes, and adult day care centers).

I completely understand the basis for your concerns regarding the lack of advance notification from the state prior to the opening of these facilities in the Village. Your proposed law change to help remedy this issue seems more than reasonable.

After looking through the laws governing the four different types of assisted living facilities, it appears a municipal notification requirement is only in place for community-based residential facilities (CBRFs) [pursuant to [s. 50.03\(4\)\(a\)3., Stats.](#)]. I see no reason why this statutory language could not be readily adapted and applied to the other three types of assisted living facilities. The relevant portion of the statute reads as follows:

“Within 10 working days after receipt of an application for initial licensure of a community-based residential facility, the department shall notify the city, town or village planning commission, or other appropriate city, town or village agency if there is no planning commission, of receipt of the application. . .”

I would be happy to direct my staff to look into this matter in more detail and works towards getting legislation drafted to require the state Department of Health Services to provide advance notification and to forward application materials to municipalities regarding the licensing/certification of assisted living facilities.

With regard to property tax levy limits and shared revenue, you are not the first group of local elected officials to bring these concerns to my attention. It bears mentioning that levy limits were initially imposed in 2005 with bipartisan support, and have remained in place ever since. The enactment of levy limits at the state level came in response to gross property tax levies routinely [increasing 4-5% per year](#) statewide. There were multiple factors driving this trend, but I believe it mostly comes down to: (1) Wisconsin has historically relied disproportionately on the property tax to finance local government, (2) Wisconsin has [an abundance of local government](#), and (3) there is a tendency at all levels of government to side with the ease of governance over the popular will of taxpayers.

Despite the fact that gross property tax levies have increased about 1.5-2% per year statewide since levy limits were put in place, Wisconsin still has the [7th highest](#) average property tax rate on owner-occupied housing and our ranking in terms of property tax collections per capita remains in the bottom half of all states ([22nd highest](#)). My office receives virtually no constituent contacts, other than from local elected officials and administrators, requesting an easing of levy limits so taxes can go up for local services.

I know there has been renewed discussion on this topic in light of the current environment of high inflation and a turbulent economy, thanks in large part to years of short-sighted and reckless fiscal and monetary policy at the federal level. I anticipate there will be a meaningful discussion of the mechanisms through which local government is financed in Wisconsin during the next legislative session.

Thank you again for taking the time to reach out.

Sincerely,

Sen. Duey Stroebel