

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

President Dohrwardt called the Village Board meeting to order at 7:00 p.m. the Pledge of Allegiance followed.

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

Staff/Officials present: Village Administrator Christophe Jenkins, Director of Public Works Eric Paulus, Village Clerk/Treasurer Melissa Depies, Marshal Mike Davel, and Crewperson Brandon Heinen.

Others present: Isak Fruchtman – Strand Associates, Kurt Meyle and Jill Bertram.

Consent Agenda

Motion by Trustee Abegglen, seconded by Trustee Gehrke, to approve the December 1, 2022 Village Board meeting minutes, the General Fund, Water and Sewer bills as presented and a Temporary Class “B” Retailer’s License for Divine Savior Catholic School – Janke Cancer Fundraiser. Motion carried unanimously.

Public Comments

None.

Report on Operations: Village President

President Dohrwardt stated that Annie Stadler has retired from the Port Washington State Bank. He read a proclamation honoring Annie Stadler for her outstanding service to the Village of Fredonia.

Motion by Trustee Long, seconded by Trustee Gehrke, to approve the proclamation honoring Annie Stadler for her outstanding service to the Village of Fredonia. Motion carried unanimously.

Report on Operations: Village Administrator

Administrator Jenkins highlighted his report stating that Director of Public Works, Eric Paulus, has interviewed several candidates for the crewperson position and an offer has been extended.

The search for a consulting Engineering firm was completed. Interviews of various firms were held with Trustee Long and a recommendation for approval is on the agenda tonight.

Administrator Jenkins stated that he attended the Joint EMS meeting. He drafted the Intergovernmental Agreement between the Village of Belgium, Village of Fredonia, Town of Belgium, and Town of Fredonia, which is being reviewed by the Town of Belgium legal firm.

The tax bill prep has been completed, entered and affirmed with the County Treasurer office. Tax bills were mailed on Friday, December 9.

Administrator Jenkins gave a preliminary overview of the 2022 year end budget stating that the Village should come in under budget overall for 2022.

Report on Operations: Village Marshal

Board members reviewed the report.

Marshal Davel stated that in 2023 he would like to promote Officer Leet to Sargent; this will pave the path for Officer Leet to take over as head Marshal when Marshal Davel retires.

Marshal Davel stated that even though he has recommended no parades in the Village, the Fire Department is requesting a parade for their 100th Anniversary event to be held in August. Marshal Davel will work with the Department on ways to provide a safe parade route.

Report on Operations: Fire Chief

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

Report on Operations: Public Works/Wastewater Treatment Plant

Director of Public Works Paulus highlighted his report stating:

- The crew was in at 3:00 AM for snow and ice control.
- Interviews were held for the open crewperson position an offer has been made; however no response has been received.
- The pipe at Well 2 had a hole the entire diameter of the pipe; the bearings are bad and need to be rebuilt.

Report on Operations: Clerk/Treasurer

Clerk Depies highlighted her report stating that the tax bills have been generated and were mailed on December 9. Non-candidacy paperwork has been filed for Village President Don Dohrwardt, and Trustees John Long and Bill McLarty. Two people have filed Candidacy forms for Village Trustee: Don Dohrwardt and Kurt Meyle and one person for Village President: Dan Gehrke.

Report by Ozaukee County District 2 Supervisor

Supervisor Haas stated that the County portion of the tax bill increased 7 percent rather than the anticipated 3 percent. Ozaukee County dispatch center recently took on all dispatch activities for the City of Mequon.

Report of Plan Commission – Don Dohrwardt

President Dohrwardt stated that the Plan Commission approved the Final Plat, Subdivider's Agreement, and Letter of Credit for Village Green Addition No. 2.

Items for Discussion and/or Action

Motion to approve variance to the Village of Fredonia Zoning Code Section 575-63 – Parking Requirements request from Dollar General to reduce the size of the parking space to 9' wide X 20' deep and reducing the parking requirements from 36.4 parking stalls to 30 parking stalls.

Clerk Depies stated that no action was necessary. The Board of Appeals approved the request and they have final jurisdiction.

Motion to approve the Final Plat for Village Green Subdivision No. 2.

There was discussion regarding the sale of Outlot 1 for \$1.00. Outlot 1 is 5.33 acres and is owned by the Village of Fredonia; Outlot 9 is 1.18 acres and is owned by Hillcrest. The language in the Subdivider's Agreement addresses this matter by changing the set price of \$1.00 to "a price to be determined at a later date"; Outlot 1 cannot be developed until an agreement is made.

Trustee Gehrke stated that all the engineering work has been completed and he does not see an issue with how the subdivision is laid out.

Trustee Long stated that Hillcrest stated that they would like approval for the lots that were ready for development. He noted that Hillcrest will build homes on those lots that are ready and will sell the remainder of the subdivision to another developer.

Motion by Trustee Gehrke, seconded by Trustee Haas, to approve the Final Plat for Village Green Subdivision No. 2. Motion carried unanimously.

Motion to approve the Subdivider's Agreement for Village Green Subdivision Addition No. 2 with a change to the language in paragraph 7 of the Subdivider's Agreement replacing \$1.00 with "a price to be determined at a later date".

Trustee Long stated that Hillcrest has shown development of Outlot 1 and parkland designation for Outlot 9. It was his opinion that this was not in the best interest of the Village as Outlot 1 was 5.33 acres and Outlot 9 was only 1.18 acres.

President Dohrwardt stated that the 1.18 acres of Outlot 9 would be designated as a walking path and would go toward the parkland donation requirement. Also Outlot 1 would not be sold for \$1.00 as stated in the original agreement, Plan Commission recommended the language to be changed to "a price to be determined at a later date".

Motion by Trustee Gehrke, seconded by Trustee Abegglen, to approve the Subdivider's Agreement for Village Green Subdivision Addition No. 2 with a change to the language in paragraph 7 of the Subdivider's Agreement replacing \$1.00 with "a price to be determined at a later date". Motion carried unanimously.

Motion to approve the Letter of Credit for paving and curb from Subdivider's Agreement contingent on attorney review and approval.

Clerk Depies stated that Hillcrest has not provided an actual letter of credit. They are looking for approval of the dollar amount for the letter of credit. Once the amount is

approved they will provide a standard letter of credit from Waldo Bank, which should be reviewed and approved by the Village Attorney.

Motion by Trustee Haas, seconded by Trustee Abegglen, to approve the Letter of Credit for paving and curb from Subdivider's Agreement contingent on attorney review and approval. Motion carried unanimously.

Motion to approve a contract with Strand Engineering as the Village Consulting Engineer.

Administrator Jenkins stated that he sent RFP's to nine Engineering firms, five replied and he met with three. He is recommending contracting with Strand Associates.

Administrator Jenkins stated that this is an as needed contract. Isak Fruchtman, Strand Associates, stated that the contract does have a \$30,000 amount included as an estimated annual fee. This will act as a checkpoint for the Village as well as Strand. If the annual fees get close to the \$30,000 Strand and the Village will review and get additional approvals as needed.

Administrator Jenkins stated he is confident that Strand can provide the expertise the Village needs.

Trustee Long stated that approximately nine years ago the Village did this and Strand was recommended at that time as well.

Motion by Trustee McLarty, seconded by Trustee Haas, to approve a contract with Strand engineering as the Village Consulting Engineer. Motion carried unanimously.

Motion to approve an additional \$3,740 for the purchase of a 2014 F350 with plow from Wisconsin Surplus utilizing ARPA funds.

Administrator Jenkins stated that he authorized spending the additional money during close of the auction.

Trustee McLarty stated that when the board sets limits on things that that is it.

Trustee Gehrke stated that limits are set for a reason. We need to be careful with what we are doing.

Jill Bertram stated that she attended the meeting that approved the original purchase and the motion was very clear that it was not to exceed \$40,000.

Trustee Abegglen stated that staff needs to be more diligent and not let this happen again.

Motion by Trustee Abegglen, seconded by Trustee Long, to approve an additional \$3,740 for the purchase of a 2014 F350 with plow from Wisconsin Surplus utilizing ARPA funds. Motion carried unanimously.

Motion to approve the Fifteenth-Amended Agreement for the Operation of the Mid-Moraine Municipal Court.

Motion by Trustee McLarty, seconded by Trustee Hass, to approve the Fifteenth-Amended Agreement for the Operation of the Mid-Moraine Municipal Court. Motion carried unanimously.

Motion to approve Brandon Heinen to attend a Groundwater Supply & Distribution Certification class in Green Bay, WI, for a cost of \$472.35 plus lodging, meals, and mileage.

There was discussion regarding the employee using a Village vehicle rather than his personal vehicle to eliminate the need to pay for mileage. It was determined that the employee could use his personal vehicle and receive reimbursement for mileage to and from the conference at a rate of \$0.625 per mile. There would be no reimbursement for any driving done on free time.

There was additional discussion regarding the daily cost for food and incidentals. The GSA website was quoted as \$98 per day.

Motion by Trustee McLarty, seconded by Trustee Paape, to approve Brandon Heinen to attend a Groundwater Supply & Distribution Certification class in Green Bay, WI, for a cost of \$472.35 plus lodging, meals, and mileage. 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 – Appointment of Village Clerk and Insurance issues

Motion by Trustee McLarty, seconded by Trustee Abegglen, 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 employee over which the governmental body has jurisdiction or exercises responsibility – Appointment of Village Clerk and Insurance issues. Motion carried unanimously by roll call vote.

The board convened to closed session at 8:09 PM to discuss and approve the applicant for the Village Clerk position as well as pending insurance issues.

Adjourn closed session and reconvene into open session

Motion by Trustee McLarty, seconded by Trustee Gehrke, to reconvene into open session at 9:16 PM. Motion carried unanimously by roll call vote.

Motion to appoint Village Clerk

Motion by Trustee McLarty, seconded by Trustee Haas, to appoint Angel Rettler Village Clerk with wages as discussed in closed session. Motion carried unanimously.

Motion to approve insurance payment as discussed in closed session.

Motion by Trustee McLarty, seconded by Trustee Abegglen, to approve insurance payment as discussed in closed session. Motion carried – Gehrke nay.

Correspondence

None

Items for Future Consideration by the Village Board

Include closed session and action item on next Village Board agenda for employee compensation.

Adjournment

Motion by Trustee Gehrke, seconded by Trustee Abegglen, to adjourn the meeting at 9:25 p.m. Motion carried unanimously.

Respectfully Submitted:

Melissa Depies
Village Clerk