

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, September 21st, 2023 at 7:00 PM

Fredonia Government Center - Board Room

242 Fredonia Avenue, Fredonia, Wisconsin

1. President Gehrke called the meeting to order at 7:00PM, followed by the Pledge of Allegiance.
2. Trustees Present: *President Gehrke, Trustee Paape, Trustee Haas, Trustee Abegglen, Trustee Dohrwardt, and Trustee Bartz.*
Trustees Excused: *Trustee Meyle*
Staff present: *Administrator Jenkins, Clerk Johnson, Marshal Davel, Engineer Isak Fruchtmann, DPW Supervisor Eric Paulus, Brandon Heinen, and Jason Laabs*
3. No Public Comments were made.
4. **Motion to approve minutes of September 7th, 2023 Village Board Meeting, General Fund, Water and Sewer Invoices and Temporary "Class B" Temporary Class "B" Retailer's License for Divine Savior, Agent: Holly Masengarb, for October 21, 2023, Fall Trivia Night** made by Trustee Haas.
Seconded by Trustee Bartz.
Passed by unanimous voice vote.
5. Report on Village Committees by:
 - a) **Planning Commission:** *President Gehrke stated that the Planning Commission met to discuss a proposed ordinance change to the setbacks of accessory structures. The Planning Commission had no concerns and recommended approval.*
 - b) **Parks and Recreation:** *Trustee Bartz stated that Movie Night had a great turn-out of 120 people. OWSBA sold concessions and the winner of the 50/50 raffle donated the prize money back to the Village. Preliminary discussion have begun regarding the Comprehensive Parks and Open Space Plan. There are plans for a tree lighting and a winter walk through Marie Krause Park.*
 - c) **150th Anniversary Celebration Subcommittee:** *Trustee Bartz said the subcommittee is gathering estimates for bands and food, and discussed potential activities. She said the Fire Department and the Village may join forces in planning the celebration.*
6. Report on Operations of Village by:
 - a) **Village President:** *President Gehrke stated that the Village has received preliminary*

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

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

7. Items for Discussion and/or Action

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

Seconded by Trustee Abegglen.

Passed by unanimous voice vote.

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

Seconded by Trustee Bartz.

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

Passed by unanimous voice vote.

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

Seconded by Trustee Abegglen.

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

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

Passed by unanimous voice vote.

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

Seconded by Trustee Bartz.

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

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

Passed by unanimous voice vote.

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

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

Passed by unanimous vote.

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

Seconded by Trustee Abegglen.

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

President Gehrke: Aye

Trustee Paape: Aye

Trustee Haas: Aye

Trustee Abegglen: Aye

Trustee Dohrwardt: Aye

Trustee Bartz: Aye

Trustee Meyle: Not Present

Motion to Adjourn into Open Session made by Trustee Dohrwardt.

Seconded by Trustee Abegglen.

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

President Gehrke: Aye

Trustee Paape: Aye

Trustee Haas: Aye

Trustee Abegglen: Aye

Trustee Dohrwardt: Aye

Trustee Bartz: Aye

Trustee Meyle: Not Present

8. Correspondence: None

9. Items for Future Consideration by Village Board: None

10. Motion to Adjourn made by Trustee Dohrwardt.

Seconded by Trustee Haas

Passed by unanimous voice vote.

Motion adjourned at 8:10PM.