

**VILLAGE OF FREDONIA
VILLAGE BOARD MEETING
December 6, 2007**

The regular village board meeting held at the Fredonia Fire Department Meeting Room was called to order at 7:00 p.m. by President Short. Present: Joe Short, Jill Bertram, Fritz Buchholtz, Don Dohrwardt, and Larry Palm. Also present: Brian Weyker, Trevor Cary, Bill Hamm, Village Marshal Mike Davel, Mark Jaeger, Charles Lapidola, Director of Public Works Allen Neumann, and Clerk-Treasurer Jo Ann Wagner. Arriving later: Fire Chief Brian Schommer.

Pledge of Allegiance

All stood and recited the Pledge of Allegiance.

Approve Minutes

Minutes of the November 8, 2007, village board meeting were approved as presented on a **MOTION** by Palm, seconded by Dohrwardt, and carried.

Payment of Bills

With the additional list presented, the General Fund, Water, and Sewer bills were approved for payment on a **MOTION** by Dohrwardt, seconded by Palm, and carried with Short abstaining.

Citizen Comments

Trevor Cary stated that leaf pickup was early this year and there were lots of leaves left on the trees when pickup ended. He asked if leaf pickup could be extended past Thanksgiving. (Brian Schommer arrived). Bertram noted that the leaves stayed on the trees longer this year. Neumann stated that the leaf pickup dates were the same as every year. He did receive several calls regarding the leaves and had planned an additional pickup until the snow storm occurred. The village is purchasing a leaf vac which will give the village the ability to extend the pickups in the future if needed.

Appoint Village Trustee

Two citizens expressed interest in filling the vacant trustee position – Charles Lapidola and Bill Hamm. Lapidola stated he would like to help the board and help Fredonia. He has a career in public service working for the federal government. He has supervised maintenance crews and is a licensed professional engineer. He has designed roads, facilities, and worked with infrastructure projects. Hamm stated that he has previously served on the village board for eight years and is familiar with the projects that are going on. He works for Walters Building and is in charge of seven different crews. Both candidates were encouraged to file nomination papers for the April election. Hamm has not decided if he will run, but stated he missed being on the board. Lapidola stated that he has taken papers out. A vote was taken by village board members with Lapidola

receiving three votes and Hamm receiving two votes. A **MOTION** was made by Dohrwardt, seconded by Buchholtz, to appoint Charles Lapicola to the village trustee position until April 2008. Motion carried.

Swear in Village Trustee

Charles Lapicola was sworn in as village trustee to fill the position vacated by Bruce Laabs. He will replace Laabs as Chairperson of the Parks Committee and also serve on the Finance and Utilities Committee.

Old Business – Vacate Easement/Install Driveway at 218 Fredonia Avenue

To vacate the easement on the Shared Hall lot, additional documentation is needed by the mortgage holder. The cost for the documentation is approximately \$200. A **MOTION** was made by Short, seconded by Dohrwardt, to approve the cost of the additional documentation needed to eliminate the easement on the property at 242 Fredonia Avenue. Motion carried.

Ambulance Personnel – Coverage for Morning Hours

The position covering morning ambulance hours has been vacant since November 16, 2007. Schommer stated that this week there were three ambulance calls during morning hours. Members are losing work time and he would like to appoint someone temporarily to the position. Short stated that the Personnel Committee is working on a job description and justification for the position. Dohrwardt commented that we don't want bureaucracy to stand in the way of safety. Weyker commented that he does not want to see someone lose their job because they want to serve their community. A **MOTION** was made by Dohrwardt, seconded by Buchholtz, to allow the Fire Chief to appoint a temporary person or persons to fill the morning ambulance position until a job description is solidified. Bertram questioned the time frame for completion of the job description. Short noted that the Personnel Committee is working on it. Motion carried.

Level of NIMS Training for Fire Department Personnel

Short stated that village board had approved NIMS training for the Fire Chief to the 400 level and for the two assistant fire chiefs and ambulance captain to the 300 level. The Fire Department has five officers that cover weekend duties and the Fire Chief would like all five officers trained to the 400 level. The five officers would be the Fire Chief, and 1st and 2nd Assistant Chief, and the Captain and Lieutenant of Safety. A **MOTION** was made by Palm, seconded by Dohrwardt, to train all five officers to the 400 level and to pay the stipend to the officers as approved previously by the village board. Motion carried. Board members need to be certified to the 200 level. (Trevor Cary left 7:25 p.m.)

Agreement / Fees for Use of County Software for Police Department

Marshal Davel explained there is a one time fee of \$6,000 and then an annual maintenance fee around \$1,600 for use of the software. There will not be any training costs. The agreement, including fees, for use of the Ozaukee County software for the

Police Department, was approved, not to exceed \$7,500, on a **MOTION** by Palm, seconded by Dohrwardt, and carried.

Wisconsin Chief's Conference: February 18 – 22, 2008

Davel stated that he will be attending the Wisconsin Chief's Conference in February. A **MOTION** was made by Palm, seconded by Bertram, to approve mileage to and from the conference. Motion carried.

New Hire for Police Department for 2008

Davel stated that the hours for the Police Department have increased to 74 per week next year. He would like approval to start the process to hire an additional officer to fill the additional hours. He felt an additional officer would provide more consistent levels of service. A **MOTION** was made by Dohrwardt, seconded by Lapicola, to instruct the Village Marshal to start the process to employ one additional officer for 2008. Motion carried.

Parks Committee – November 28, 2007

The Parks Committee met on November 28, 2007, and discussed the tree lighting event which was a success. Four groups have expressed interest in helping with 2008 Celebrate Fredonia. Additional groups may be added if the event is expanded. The playground equipment from the Maple Lawn property may be moved to the tot lot in Forest Glen if the equipment fits on the lot. The committee is also looking at another structure for Stoney Creek Park. Neumann stated that the area originally envisioned for an ice rink has been used to accept fill from the Poth and Shared Hall sites.

Access to Village Buildings

Short stated that he would like to issue keys to all trustees. Dohrwardt questioned if the new hall will have a physical key or a card swipe which could also be programmed for other buildings. Palm stated that the Parks Committee should also have access to all parks buildings in the village. Bertram suggested that the new hall have a touch pad, where the code could be changed periodically. A **MOTION** was made by Dohrwardt, seconded by Palm, to refer this issue to the Public Works Committee. Motion carried. (Schommer and Weyker left, 7:52 p.m)

FEMA Flood Insurance Study and Maps

The Plan Commission has reviewed and recommended for approval the FEMA Flood Insurance Study and Maps for the Village of Fredonia. (Hamm left, 7:55 p.m.) The maps were reviewed by the village board members. Dohrwardt noted that it is important for the village to retain all rights regarding setbacks. Neumann noted that there are numerous errors on the corporate boundary designations on the maps; however, they do not have any impact on the floodplain areas on the maps. A **MOTION** was made by Palm, seconded by Dohrwardt, to approve Resolution No. 2007-O adopting the Federal Emergency Management Agency Flood Insurance Study for the Village of Fredonia, Ozaukee County, as revised December 4, 2007, and adopting the Flood Insurance Rate Map – Ozaukee County, Wisconsin and incorporated areas (Map number 55089CIND0A – revised December 4, 2007); the Flood Insurance Rate Map – Ozaukee County,

Wisconsin and incorporated areas Panel 102 of 270 (Map number 55089C0102F – revised December 4, 2007); the Flood Insurance Rate Map – Ozaukee County, Wisconsin and incorporated areas Panel 104 of 270 (Map number 55089C0104F – revised December 4, 2007); and the Flood Insurance Rate Map – Ozaukee County, Wisconsin and incorporated areas Panel 106 of 270 (Map number 55089C0106F – revised December 4, 2007); and will update the Village of Fredonia Code of Ordinances to reflect the new Flood Insurance Study and Flood Insurance Rate Maps. Motion carried.

Ozaukee County Multi-Jurisdictional Comprehensive Plan – Chapter 7, Agricultural, Natural and Cultural Resources Element

The Agricultural, Natural and Cultural Resources Element of the Ozaukee County Multi-Jurisdictional Comprehensive Plan was reviewed. A **MOTION** was made by Palm, seconded by Bertram, to approve Chapter 7, Agricultural, Natural and Cultural Resources Element of the Ozaukee County Multi-Jurisdictional Comprehensive Plan. Motion carried.

Land in the Industrial Park – Requirement for Building and Pavement

This item was requested by Waskiewicz. The requirement to build is a condition of the sale of property in the industrial park. Dohrwardt stated that it would not be in the best interest of the village to take this property off the tax rolls. He felt it would be better to let Badger Paperboard continue with their plan. Dohrwardt suggested that our ordinance be reviewed to see if it would be better for the village, business, and the environment to require only a portion of the parking area be paved. A **MOTION** was made by Palm, seconded by Bertram, to postpone discussion on this until the January and to invite Mark Smiley from Badger Paperboard to the meeting. Motion carried.

Winter Parking Regulations – Fee for Violation

When a winter parking violation occurs (overnight parking on village streets), a \$5 fine is issued. Davel stated that in most of Ozaukee County the fine is \$10 if paid within three days, then increases to \$15, and then \$25. He suggested that when the current supply of envelopes is gone, the fee increases. Davel will update the board in spring. (Davel left at 8:25 p.m.)

Snow and Ice Removal – Ordinance No. 2007-11 Increasing Fee

Short stated that the apartment complex on South Milwaukee Street plowed snow from their parking lot onto South Milwaukee Street blocking half of the northbound lane. Village ordinance 6-2-7 prohibits residents from depositing snow onto village streets. A fee of \$45 per hour is charged if the village needs to remove the snow deposited from residents. A **MOTION** was made by Dohrwardt, seconded by Palm, to adopt Ordinance No. 2007-11 increasing the fee from \$45 per hour to \$60 per hour for time expended clearing ice and snow. Motion carried.

Report from Wastewater Treatment Plant Manager

The report from the Wastewater Treatment Plant manager was reviewed. Neumann stated they are having problems with foaming and have done sampling to identify the source of the problem. It may be a new product that is causing this. Short questioned if

we will be charging for this. Neumann stated that we have in the past, although he anticipates cooperation in solving the problem.

Report from Director of Public Works

The report from the Director of Public Works was reviewed.

Purchase of Leaf Vac

Purchase of a leaf vac (to be co-owned with the Village of Adell) from Bruce Municipal Equipment for \$1,750 was approved on a **MOTION** by Palm, seconded by Buchholtz, and carried.

Award Bid for Martin Drive Project

The bids for the Martin Drive project were opened on November 29, 2007, and reviewed by Kapur and Associates. After review Kapur and Associates recommends that the Village of Fredonia award the bid to Advance Construction. A **MOTION** was made by Palm, seconded by Buchholtz, to award the Martin Drive project to Advance Construction in the amount of \$805,653.95 which is the base bid and includes the hewn block. Motion carried. Neumann stated that the railroad now requires vision triangles at the railroad crossing and vision triangle easements will be needed from the four property owners.

Snow Removal at Shared Hall Site

During the winter months, the Maple Lawn site would not be plowed. The area is now a construction site and access is needed. After discussion with the general contractor, it was agreed that the village will plow the site and bill the contractor.

Report from Clerk-Treasurer

The report from the Clerk-Treasurer was reviewed. Tax bills have been sent. Dohrwardt noted that the county tax rate has decreased again this year.

Election Inspectors for 2008 – 2009

Election inspectors appointed for a two year term include Arlene Huiras, Shirley Mohr, Ron Schmit, Rosemarie Waldkirch, Harvey Wester, and Kay Wester and alternates Sandy Mayer, Effie Johnson, Linda Georgeson, and Joan Steffen. These appointments were approved on a **MOTION** by Dohrwardt, seconded by Palm, and carried.

TRA Plan Services Agreement and Fee Schedule

The updated TRA Plan Services Agreement and fee schedule was approved on a **MOTION** by Dohrwardt, seconded by Palm, and carried.

Correspondence

Correspondence received and reviewed includes:

- S.E.W.R.P.C. 2006 annual report available.
- Ozaukee County Comprehensive Planning Implementation workshop – December 6, 2007.

- Letter from WE Energies renewal energy generation.
- Comparison of different electric rates for electricity at WWTP.
- Countywide Library Service memo – Fourth quarter 2007.
- Letter from Veolia regarding increase in tipping fee.
- Ehlers November 2007 newsletter.
- Ozaukee County Tourism letter.
- Ozaukee County Board agenda – December 5, 2007.
- Ozaukee County Prescription Discount Card information

Dohrwardt stated that the county library committee will be scrutinizing the way library services are provided as it appears that the non-librariated municipalities are paying for more than reimbursement of the cost of lending books.

Personnel Committee Meetings

Short reported that the Personnel Committee met and reviewed employee evaluations and compensation.

Job Description Changes or Additions

A draft job description for an EMT Department Privacy Officer / DPW 1 Employee was distributed. Short explained that the Personnel Committee is looking at combining the part time ambulance position with a Public Works position to create a full time position. In response to a question about what happens to the Public Works project in Belgium when employees respond to a fire call, Neumann stated that the Public Works projects are put on hold and only two of the three fire fighters are allowed to respond to a call.

Employee Handbook Changes or Additions

No changes or additions were recommended for the Employee Handbook at this time.

Closed Session

Per Wisconsin Statutes 19.85 (1)(c) the board convened into closed session to discuss employee performance and compensation on a **MOTION** by Dohrwardt, seconded by Palm, and carried unanimously with a roll call vote. (At this time the Clerk-Treasurer and Director of Public Works left the meeting. The Village President then took the minutes which were later transcribed by the Clerk-Treasurer.)

Adjourn Closed Session and Reconvene Into Open Session

Closed session was adjourned and the village board reconvened into open session on a **MOTION** by Short, seconded by Palm, and carried unanimously with a roll call vote.

2008 Employee Wages

A **MOTION** was made by Palm, seconded by Bertram, to approve the 2008 employee wages as recommended by the Personnel Committee. Motion carried.

Items for Future Consideration by the Village Board

Bertram noted that when trash is set curbside, the wind blows it around. This matter was sent to the Public Works Committee for review and recommendation.

The meeting adjourned at 9:37 p.m. on a **MOTION** by Dohrwardt, seconded by Buchholtz, and carried.