

## FREDONIA VILLAGE BOARD MEETING

July 9, 2009

The regular village board meeting was called to order at 7:00 p.m. by President Short. Present: Joe Short, Jill Bertram, Fritz Buchholtz, Don Dohrwardt, and Mark Edbauer, Sr. Also present: Gary Buntrock, Kari Dennis, Mark Jaeger, Kendall Thistle, Trevor Cary, Mary Schommer, Allen Neumann, and Jo Ann Wagner. Arriving later: John Long.

### **Pledge of Allegiance**

All stood and recited the Pledge of Allegiance.

### **Approve Minutes**

Minutes of the June 18, 2009 village board were approved as presented on a **MOTION** by Buchholtz, 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 Buchholtz, seconded by Edbauer, and carried with Dohrwardt abstaining.

### **Operator Licenses**

Operator licenses for Amy Bartel, Cindy Clausing, Cassie Gaskell, Heather Hames, Suzanne Hilber, Sara Nelson, and Hope Tappa were approved on a **MOTION** by Dohrwardt, seconded by Bertram, and carried.

### **Citizen Comments**

Kendall Thistle stated that Mastercraft has now sold some homes and questioned if they will now fix the ditch to the north of his property. Short asked if he has contacted Mastercraft? Thistle stated that they don't like him and haven't returned his calls. He has not sent a letter. Thistle asked if the village could fix the ditch and add the cost to Mastercraft's tax bill. Short stated that it could be sent to the Public Works Committee for consideration or Mastercraft could be contacted. Dohrwardt clarified that the Mastercraft property is within the village limits but it is not village property. Any repairs would need to be done according to engineering plans. Thistle stated that plans have been approved by the Department of Transportation but have not been implemented. Dohrwardt asked that Thistle bring the plans to a Public Works Committee meeting.

Trevor Cary stated that the lawn at 121 Wisconsin Street has not been maintained. He is concerned that it creates an environment for rodents. Neumann stated that letters have been sent both last year and this year to the property owner. The front yard was cut but it was a crude job. Another letter will be sent. Buchholtz noted that there is also a property in the 700 block of Fredonia Avenue that does not have the lawn cut. Neumann stated that the village has a policy which needs to be followed and he will follow up on the properties in question.

### **Unfinished Business**

Short stated the September 11, 2008 village board meeting minutes show approval of payment of bills including \$1,800 to Port Washington State Bank for presidential expenses for Open House. Not reflected in the minutes is that this was questioned and he noted at the meeting that \$700 of this would be reimbursed by the Town of Fredonia. Present at this meeting were Joe Short, Jill Bertram, Fritz Buchholtz, Don Dohrwardt, Chuck Lopicola, and Larry Palm. Dohrwardt stated that he asked at the time what this bill was for and was told by Short that it was reimbursement for expenses – not that it was being used to purchase gift cards. Short stated that the gift certificates were given at the Open House to each committee member along with a plaque. Bertram stated that she feels this was a little misleading and that the board should have been told what the money was for. Why would the board question giving gift cards if it was appropriate? Bertram stated that it was underhanded how it was done. Dohrwardt questioned how the wage of a village official could be increased while they were in office. Short stated that it was not a wage. Dohrwardt stated that you can say that \$500 cash is a gift, but it is pay. One committee member unloaded all of his other committee duties so he only had one

committee while every other board member had to take over those duties. Why was it appropriate to give the one trustee additional compensation? Bertram stated that it should have been made clear to the village board members what they were voting on. She does not agree with the underhanded way that it was approved. It makes me wonder about other things. Cary stated that he is concerned as a taxpayer that money went to someone on a committee if they were already getting paid for doing something they were supposed to do. Short stated that not all committees have those responsibilities. He stated that the gift cards were given to individuals who expedited the project. He noted that the village could hire expeditors for projects in the future. Bertram declared that the point is that the village board should have been aware of where the money was going. She is not saying they did not deserve it, but it was not approved the right way. Dohrwardt agreed that it may have been approved, but they were already paid for their committee meetings. He wants “the broad light of day to shine on everything the board does”.

### **Report from Fire Chief on Operations of Village**

The report from the Fire Chief was reviewed.

### **Report from Village Marshal on Operations of Village**

The report from the Village Marshal was reviewed. Dohrwardt noted the village marshal keeps reminding the board that the squad car has 105,000 miles on it. He stated that in the Municipality, the Village of Newburg has a 2004 squad car for sale with 37,000 miles on it. Perhaps the village should bid on this squad. The village marshal will be asked to check into this.

### **Report from Wastewater Treatment Plant Manager on Operations of Village**

The report from the Wastewater Treatment Plant manager was reviewed.

### **Engineering Contracts - Wastewater Treatment Plant Projects**

Kari Dennis, from McMahon Engineers, stated that four contracts are being presented for professional services:

- Bidding and construction services for the sanitary sewer project on Park Avenue
  - Bidding services - \$2,100
  - Construction phase services - \$5,500
  - On-site project representative - \$7,500 (time and expense)
- Bidding and construction services for cured-in-place lining of sanitary sewer main on Fredonia Avenue, Regal Drive and Fillmore Street
  - Bidding services - \$2,100
  - Construction services - \$8,500
  - On-site project representative - \$12,000 (time and expense)
- Clean Water Fund Financing Assistance during construction at Wastewater Treatment Facility and I/I reduction projects.
  - CWF Application (raw sewage pump upgrade, SCADA upgrade, and Park Avenue Sewer) - \$6,000
  - CWF Application (cured-in-place lining) - \$4,000
- Bidding and construction services related to SCADA System upgrade at Wastewater Treatment Plant
  - Bidding services - \$3,500
  - Construction phase services - \$9,500

All plans and specifications, as well as the Clean Water Fund application, was submitted by June 30, 2009 for DNR approval. The proposed bidding and construction timeline was reviewed with the Park Avenue and cured-in-place lining bids being opened on August 4 and the SCADA system upgrade bids being opened on August 28, 2009. Final completion of all projects scheduled for 2010. To be eligible for any stimulus money, contracts need to be executed and submitted to the DNR before October 1, 2009.

Engineering fees are eligible for CWF financing. Dohrwardt stated that the village board had decided to go forward with everything except the SCADA system. Buntrock stated that the SCADA system was added because we may get funding for it. Dohrwardt questioned if funds were available for the projects if the village does not receive any CWF financing. Buntrock stated that replacement funds are available for the raw sewage pumps and there is money in funds that can be used. Dennis noted that with the addition

of the stimulus funds, there is the possibility of a 50% grant along with low interest loans. Short questioned if we bid the project and then find out we will not receive any funding, do we need to complete the project. Dennis stated that once the contract is awarded, the village will need to complete the project. The village has the ability to wait to award the project until they know if funding will be received. The village is not obligated to award a bid. Awarding the bid later in the year may result in the project being constructed in spring of 2010. Discussion followed on the proposed projects. Long, who worked for a consulting firm on SCADA systems, stated that the SCADA system will make a plant more efficient and will help get equal service from all equipment. After further discussion a **MOTION** was made by Dohrwardt, seconded by Bertram, to approve the four proposals from McMahon Engineers at a cost not to exceed \$60,700 with the option to not go forward on a project after it is bid. Short asked if the SCADA project should be moved to a later date. Dennis stated that the SCADA project would be awarded in September and the village should know by then if they are receiving any funding. Motion carried.

### **Award Bid for Raw Sewage Pumps Project at WWTP**

Eight bids were received for the raw sewage pumps upgrade at the WWTP. The low bidder is Mechanical, Inc. with a base bid of \$96,900, alternate bid #1 of \$735 and alternate bid #2 of \$3,100. The alternates will be required if stimulus money is received to require Bacon Davis wages and American bought materials. Dennis recommended that the village award the bid including the two alternates to Mechanical, Inc. for \$100,735. If stimulus money is not received, change orders could eliminate alternate bid #1 and #2. The project came in over the estimate, but the project scope covers more. A **MOTION** was made by Dohrwardt, seconded by Edbauer, to award the Raw Sewage Pump Upgrade project including alternate 1 and 2 to Mechanical, Inc. in the amount of \$100,735. Motion carried.

### **Report from Director of Public Works on Operations of Village**

The report from the Director of Public Works was reviewed. Neumann reported that the village ran a sanitary sewer lateral from a manhole on the school property to the Booster Club stand. This was completed on Wednesday. The final pay request has been submitted for the detention pond. Village code requires a slope of 1½:1 within 20 feet of a property line. The slope of the pond at its steepest point is 2:1, well within code. The bridge railing on Fredonia Avenue has been painted by the county.

### **Report from Clerk-Treasurer on Operations of Village**

The report from the Clerk-Treasurer was reviewed. Wagner stated that she sent the village attorney the Guidelines for Obtaining Legal Advice and has noted this on her report.

### **Red Flag Rules**

The Village of Fredonia is required to adopt a policy to help prevent identity theft. This is known as Red Flag Rules. A draft copy was presented to the village board. Because of the size of our community and because our services are provided to a property address, the risk of identity theft is low. The only information obtained for water and sewer service is name and address. We do not collect date of birth, social security number, or driver's license number for providing water and sewer service. After review of the proposed policy it was adopted by the village board on a **MOTION** by Buchholtz, seconded by Edbauer, and carried.

### **Public Safety Committee – June 29, 2009 Meeting**

Minutes from the Public Safety Committee meeting were reviewed. Bertram stated that they have asked for input on a possible sex offender residency ordinance from the citizens attending the meeting. The committee will meet again July 27, 2009. Even if an ordinance is adopted, it cannot make people move. Edbauer noted that he has not has any problems with his neighbor. Bertram stated that these types of ordinances have not been challenged and they may not hold up in court.

### **Celebrate Fredonia – June 29, 2009 Meeting**

Minutes from the Celebrate Fredonia Committee meeting were reviewed. Edbauer stated that the bands have been booked; there will be a karaoke contest for the kids with a small cash prize, and a pig roast on Friday night. Tents and equipment have been rented. He is still looking for a “jousting” inflatable. They want to fence in the area behind the inflatables and attach halogen lights to the tree to light up the inflatable area. Ron Schommer has been asked to be the grand marshal of the parade. Joe Lopera will again help with the parade. Buchholtz asked if any “main event” had been procured. Neumann stated that the Little League has notified him that the cooler in the concession stand no longer works. He will call a repairman tomorrow.

### **Goals for 2010 Budget**

Dohrwardt stated that the village board should give direction to the Finance Committee and departments regarding the 2010 budget and what type of increase, if any, should be submitted to the Finance Committee for review. Should the levy be kept the same, should it increase by the net new construction, or should it increase by the allowable 3%? Dohrwardt stated that he wants to keep the village portion of the property tax down, but village expenses will go up in some places. He felt some type of raise would be appropriate for village employees, as they “bit the bullet” last year. After discussion, the consensus of the village board was to not have a tax increase. Short noted that the village will see a decrease in shared revenue.

### **NIMS Requirement**

Short stated that he has received an email from Mary Fitzgerald with Emergency Management regarding the status of the village. The Fire Department has all the required training but village board members need to be certified. This is required to receive FEMA grants. An inventory list is also needed from the Public Works Department. Village board members are required to complete the 100, 200 and 700. This can be done online.

### **August Board Meetings**

A **MOTION** was made by Dohrwardt, seconded by Buchholtz, to change the August board meeting from the first and third Thursday to one meeting on August 13, 200 at 7:00 p.m. Motion carried.

### **Correspondence**

Correspondence received includes:

- Letter from Penflex regarding 2009 state match for LOSA
- Thank you from Warren Kane Post #410
- Thank you from Ron Schommer
- Baxter Woodman newsletter
- Letter regarding Nicholas Bohn obtaining rank of Eagle Scout

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

The Plan Commission met and recommended the area west of the village shop be rezoned to I-1. The consensus of the village board was that the public hearing should be scheduled.

The Forest Glen Homeowners Association has submitted information requesting the board to approve dissolving the Homeowners Association. Packets were distributed to board members. Short stated that we need more information before a decision can be made. Minutes need to show who was appointed to represent the Association, and which members are in good standing and allowed to vote.

The meeting adjourned at 9:14 p.m. on a **MOTION** by Buchholtz, seconded by Dohrwardt, and carried.