

## **FREDONIA VILLAGE BOARD MEETING**

**April 21, 2011**

The regular village board meeting was called to order at 7:00 p.m. by President Lapicola. Present: Chuck Lapicola, Jill Bertram, Fritz Buchholtz, Don Dohrwardt, Scott Ehaney, and Mark Edbauer, Sr. Also present: Sharon Lapicola, Joe Short, Tony Randall, Eric Harter, Mark Jaeger, Gary Buntrock, Allen Neumann, and Jo Ann Wagner.

### **Pledge of Allegiance**

All stood and recited the Pledge of Allegiance.

### **Swear in Village President and Village Trustees**

Chuck Lapicola was sworn in as village president and Fritz Buchholtz, Scott Ehaney, and Mark Edbauer, Sr. were sworn in as village trustees.

### **Approve Minutes**

Minutes of the April 7, 2011 village board meeting were approved as presented on a **MOTION** by Buchholtz, seconded by Ehaney, and carried.

### **Approve 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 Edbauer, and carried. It was noted that the bill for Olsen Safety was for lock out /tag out materials.

### **March Treasurer and Utility Reports**

The March Treasurer and Utility reports were approved as presented on a **MOTION** by Bertram, seconded by Buchholtz, and carried.

### **Open Session for Citizen Questions and Comments**

None

### **Resolution No. 2011-C Thanking Joe Short for Service to Village**

Resolution No. 2011-C thanking Joe Short for serving as village president and village trustee was approved on a **MOTION** by Dohrwardt, seconded by Edbauer, and carried. A plaque with the resolution was presented to Short.

### **Community Garden**

Tony Randall proposed establishing a community garden in the village. He stated that with the cost of fuel and healthier eating styles many people are wanting to grow their own food. Ten people, two day care centers, and Rosemary school have expressed interest in a community garden. The problem is finding a location. Rent would be charged for a garden plot. Randall stated that he is looking for a larger parcel of land that perhaps is not being maintained and could be used for a community garden. Parcels being considered include land in the industrial park, unused area of St. Rose cemetery, vacant land along Highland Drive, and open space in the Marie Kraus Park. Randall stated he has support for the garden, but does not have the land. Concerns expressed were possible parking issues, access to water for the gardeners, noxious weeds, and unsightly growth. Randall will continue his search for a parcel of land for a community garden.

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

The report from the Fire Chief was reviewed (Randall left).

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

The report from the Village Marshal was reviewed.

### **Report from Wastewater Treatment Plant Manager**

Buntrock noted that the Compliance Maintenance Annual Report (CMAR) is due in June. Part of the report is the Capacity, Management, Operation, and Maintenance (CMOM) plan. Buntrock created a CMOM in 2005. He has updated the goals for the plan and

added a flow chart indicating the unofficial agreement between neighboring treatment plants to help if needed. The report includes goals, organization, maintenance activities, design standards, emergency response plan, special studies, and review. Buntrock noted that any comments the board has will be added to the plan. Lapicola asked if it satisfies the state requirements. Buntrock stated that it was a good starting document in 2005 and he was told to expand it as you go, to keep track of improvements, and to add what is available from area communities. At a recent staff meeting they went through the list of upgrades to the system. A few years ago a sewer backup occurred on a Sunday. As a result every two weeks the manholes are checked in the area for possible problems. Buntrock noted that he is a firm believer in prevention but has not convinced all of the other staff members to check the manholes when they are in the area on other jobs. Buntrock commented that it does not look good when other crew members are changing a water meter and he has to park his truck next to them to open a manhole. Buntrock stated this is also the time of year when bio-solids are hauled. The plant has six months of storage available but is running out of room. Dohrwardt asked if sludge was being reduced with the test being run at the WWTP. Buntrock replied that he has not found that to be the case although the BioAmp was based on 170,000 gallons per day and the March average has been 330,000 gallons per day. With the additional flow the detention time is not as long.

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

The report from the Director of Public Works was reviewed. Neumann reported that the required water samples have been submitted for each well. The results are within the required limits. Final invoices have been received for the well house repairs from the fire damage at 416 Fredonia Avenue. Lapicola asked if the county would like a village representative when STP funding is requested. Neumann will contact the county regarding this.

### **Accept Streets in Stoney Creek Subdivision**

Neumann reported that all improvements in the Stoney Creek Subdivision have been constructed per the plans and specifications, "as built" plans have been submitted, all improvements are in an acceptable form as covered in the original developers agreement. Sidewalk has not been installed but will be added as units are built. A **MOTION** was made by Dohrwardt, seconded by Ehaney, to accept the streets in the Stoney Creek Subdivision per the February 2005 developer's agreement. Motion carried.

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

The report from the Clerk-Treasurer was reviewed. A recount has been requested for the recent State Supreme Court Justice race. The county will be in charge of this but has requested help from local municipalities. A preliminary plan has been received from the county showing proposed county supervisory districts.

### **Trustee Vacancy**

Lapicola noted that when he accepted the position of village president it created a trustee vacancy. He suggested that the village board use the same process as in the past to fill the vacancy. Applications will be accepted until May 19, 2011 and reviewed at the village board meeting that evening. The board will meet with the applicants the first meeting in June to appoint a board member to fill the vacant trustee position. No objections were voiced regarding this process.

### **Committee Appointments**

Committee appointments were reviewed. A **MOTION** was made by Dohrwardt, seconded by Buchholtz, to approve the appointments as presented. Edbauer noted that the board may want to replace him on the Utilities Committee as he has not been able to make any daytime meetings. Lapicola stated that Edbauer has done a fine job with his committee appointments. The consensus of the board was Edbauer would remain on the Utilities Committee. Motion carried approving the committee appointments.

### **President Pro Tem**

Lapicola recommended Mark Edbauer, Sr. as President Pro Tem. This appointment was approved on a **MOTION** by Dohrwardt, seconded by Buchholtz, and carried.

## **Reauthorization of Celebrate Fredonia Committee and Appointments to Committee**

Lapicola stated that ad hoc committees cease to exist the April after they are created. He stated the board has several choices: continue the committee as an ad hoc committee, make the committee a standing committee, or make the committee a subcommittee of a standing committee. Dohrwardt commented that ad hoc committees are nice and portable. It would allow another group to take over the event. Buchholtz agreed. A **MOTION** was made Edbauer, seconded by Dohrwardt, to reauthorize the Celebrate Fredonia Committee as a temporary committee. Motion carried. A **MOTION** was made by Edbauer, seconded by Dohrwardt, to approve the appointment of voting and non-voting committee members as listed with the addition of Dave Meeuwsen as a non-voting member. Motion carried.

## **Roles and Responsibilities of President and Trustees on Village Board/Meeting Operation**

Lapicola noted that he will be recommending some changes to rid the ordinance of ambiguities. He will also recommend some changes to the way the village board agenda is set to be sure all trustees have the ability to add an agenda item. Information from the League of Wisconsin Municipalities website regarding setting the village board agenda will be provided to each trustee. Lapicola stated if there is any item in the ordinances that a board member feels should be changed or clarified it should be brought to the board's attention. Lapicola noted that Section 2 of the ordinance book is the section he will concentrate on first.

## **Celebrate Fredonia – April 13, 2011 Meeting**

Edbauer reported on the April 13, 2011 Celebrate Fredonia Committee meeting. Dave Meeuwsen will be the representative from Ozaukee Boys Basketball on the committee. A talent show will be held in the Youth Tent with three age categories and prizes in each category. Judges will be needed. The talent show information will be added to Facebook. The theme for the parade is *Local Heroes*. Grand marshals will include various local "heroes". Prizes may be given for kids in the parade. The band Ripcord will play in the Youth Tent. Two bands have been booked for the main tent – one in the afternoon and one in the evening. The next committee meeting is May 11.

## **Personnel Committee – March 30, 2011 Meeting**

The minutes from the March 30, 2011 Personnel Committee meeting were reviewed.

### **POLICY ON ADDITIONAL CERTIFICATION FOR VILLAGE EMPLOYEES:**

Bertram reported that the committee is recommending that employees not be re-imbursed for classes taken above the certification required for the village, recommended guidelines for implementing the Sick Day Pay Out for Salaried Employees, and did not make a recommendation at this time on changes to the pension plan. A **MOTION** was made by Dohrwardt, seconded by Bertram, to adopt the policies as recommended by the Personnel Committee. Buchholtz stated that he would rather wait until the pension changes are decided before voting on the policies. Bertram noted that any pension changes would not take effect until the beginning of next year. Dohrwardt stated that an employee wanted clarification of the education policy. Currently the village covers the cost of education to obtain the certification required for village operations in water and wastewater. The guidelines on the Sick Day Pay Out were also requested by the employees. Edbauer requested the question be divided. A vote was taken on the recommendation to not reimburse employees for classes taken above the grade level required for the village with Dohrwardt and Bertram voting aye, and Edbauer, Ehaney, and Buchholtz voting nay. Edbauer stated he would like to discuss it more. Ehaney suggested the decision be made on a case by case basis. Bertram explained that any classes required to obtain or to maintain the certifications needed for the village would be paid by the village. She noted the employee should have some responsibility towards additional education. Ehaney questioned how other communities handle this. Dohrwardt commented that the village will educate its employees to the level the village needs. Any training beyond that is somewhat of a benefit to the village, but also an advantage to the employee. Lapicola stated he could see both sides but may not want to review each request on a case by case

basis. Bertram noted that a case by case basis would invite more problems. Short commented that reviewing requests on a case by case basis may not allow enough time for approval as the village board meets every two weeks. This item was referred back to the Personnel Committee.

**GUIDELINES FOR SICK DAY PAY OUT FOR SALARIED EMPLOYEES:** The guidelines for implementation of the Policy for Sick Day Pay Out for Salaried Employees were adopted on a **MOTION** by Dohrwardt, seconded by Bertram, and carried.

**CHANGES TO PENSION PLAN:** No recommendation at this time.

### **Board of Review – May 12, 2011**

Lapicola noted that it is very important that all board members attend the Board of Review.

### **Correspondence**

Correspondence received and reviewed include:

- Letter from Governor Walker regarding Budget Repair Bill
- 2011 Recycling Grant announcement. The 2011 recycling grant is over \$4,000 less than the 2010 recycling grant.

### **Closed Session**

Per Wisconsin Statutes 19.85 (1)(c) the village board convened into closed session to discuss a possible employment issue on a **MOTION** by Dohrwardt, seconded by Buchholtz, and carried unanimously on a roll call vote.

### **Adjourn Closed Session and Reconvene into Open Session**

A **MOTION** was made by Edbauer, seconded by Buchholtz, to adjourn closed session and reconvene into open session. Motion carried unanimously on a roll call vote.

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

Lapicola stated that he is gratified to be here as the new village president. He stated that if any one has a problem they should call him.

The meeting adjourned at 8:45 p.m. on a **MOTION** by Edbauer, seconded by Dohrwardt, and carried unanimously.