

**FREDONIA VILLAGE BOARD MEETING**  
**Fredonia Government Center**  
**242 Fredonia Avenue, Fredonia, WI**  
**October 4, 2012**

The regular village board meeting was called to order at 7:00 p.m. by President Lapicola. Present: Chuck Lapicola, Jill Bertram, Don Dohrwardt, Lisa Dohrwardt, Mark Edbauer, Sr., and Scott Ehaney. Also present: Mark Jaeger, Mike Davel, Roger Strohm, and Jo Ann Wagner. Arriving later: Fritz Buchholtz.

### **Pledge of Allegiance**

All stood and recited the Pledge of Allegiance.

### **Approve Minutes**

Minutes of the September 20, 2012 village board meeting were approved as presented on a **MOTION** by Edbauer, seconded by Ehaney, and carried.

### **Approve Payment of Bills**

(Buchholtz arrived) Discussion was held on village policy for taking DNR water and wastewater certification exams. Past policy had been for the village to pay three times for an employee to take the same test. After that the employee was encouraged to pay for the exam and take it on their own time. After further discussion, a **MOTION** was made by Don Dohrwardt, seconded by Edbauer to approve the General Fund, Water and Sewer bills for payment including the additional list presented and the WWOA membership for Nelsen. Motion carried. This policy was referred to the Personnel Committee to be included in the Employee Handbook.

### **Approve Treasurer and Utility Reports**

The August Treasurer report was approved as presented on a **MOTION** by Don Dohrwardt, seconded by Ehaney, and carried.

### **Operator License**

An operator license for Deborah Wolf was approved on a **MOTION** by Ehaney, seconded Edbauer, and carried with Buchholtz abstaining.

### **Special Gathering Beer License**

A special gathering beer and wine license was approved for Rosemary Home and School Association for October 13, 2012 on a **MOTION** by Buchholtz, seconded by Ehaney, and carried.

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

None

### **Health, Dental and Life Insurance Renewal**

The MacGillis Agency informed the village that the health insurance rates after underwriting would be more than the current policy renewal and advised the board to remain with the current medical insurance carrier. After discussion a **MOTION** was made by Edbauer, seconded by Don Dohrwardt to renew employee health insurance with Trilog Option 1, renew dental insurance with Humana Dental, renew life and short-term disability insurance with Anthem Blue Cross, and to continue to proceed with applications for the Wisconsin Public Employers' Group Health Insurance Program. Motion carried. Wagner stated a two tier entry for health insurance for salaried and hourly employees could be implemented with the renewal of the health insurance. This would allow health insurance coverage to start at the beginning of the month following the hiring of a salaried employee and the beginning of the month sixty days after hiring of hourly employees. Dohrwardt stated that this option is not necessary at this time. Lapicola explained it takes three to six months to join the state plan. Entry is allowed at the beginning of each quarter. Underwriting would be required and could result in a surcharge for up to two years.

### **Fleet Safety Program**

Strohm explained the insurance company has recommended the village implement a Fleet Safety Program that includes an annual check of driver licenses. Lapolica asked what the penalty is for violations of the policy. Strohm stated the same as for any violation of the employee handbook - progressive discipline. Dohrwardt stated it is probably already referenced in the handbook that employees shall follow safety regulations. Ehaney questioned what the penalty for texting while driving is. Lapolica stated the employee should be turned over to the police. Buchholtz requested that the making obscene gestures be removed from the policy. Lapolica felt if an employee makes obscene gestures it diminishes the employee in the eye of the public. After discussion a **MOTION** to incorporate the Fleet Safety Plan into the village safety plan with penalties as detailed in the employee handbook was made by Don Dohrwardt, seconded by Lisa Dohrwardt, and carried.

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

Lapolica requested permission to contact the village attorney with several questions on the Village Green developers' agreement, letter of credit and special assessments, and land division east of Hwy. 57. A **MOTION** was made by Buchholtz, seconded by Don Dohrwardt, to have the village president contact the village attorney to discuss various questions. Motion carried.

Lapolica noted the Finance Committee discussed fleet needs with the Fire Chief at their meeting. A command vehicle has been requested in the 2013 budget.

### **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.

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

The report from the Director of Public Works was reviewed. Strohm reported that no awards have been made yet for the Safe Route to Schools grant. A dead tree on the rear of the lot in the 900 block that is located on village property needs to be removed as a dead branch is overhanging the shed. Strohm will get prices on tree removal. Strohm stated that Bertram Wireless will provide internet service to the municipal garage at no cost as part of their tower rent contract. Dohrwardt requested that a digital picture be taken of the compost pile each week. He would like a picture showing the amount of compost the village deals with each time. Strohm stated the village is required to take the temperature of the pile two times each week, and log the information. He could record how much compost is piled there each time. After discussion the consensus was to take a picture each time work is performed on the compost pile for the next month.

**RESOLUTION NO. 2012-F AUTHORIZING SUBMITTAL OF URBAN FORESTRY GRANT:** Strohm explained he was given approval by the board to submit an Urban Forestry Grant application. The application requires submittal of a resolution authorizing the application. Resolution No. 2012-F authorizing submittal of an Urban Forestry Grant application and authorizing the director of Public Works to sign the necessary documents and submit a final report was approved on a **MOTION** by Don Dohrwardt, seconded by Ehaney, and carried.

**RESOLUTION NO. 2012-G ORDERING INSTALLATION OF SIDEWALK:** Strohm stated the village withdrew funds from the letter of credit for the Village Green Subdivision for completing improvements in the subdivision. Since that time the bank has obtained ownership of the unimproved lots and has sold a few of the lots with a condition of sale being the new property owner will install the sidewalk. The village is now contemplating installation of the sidewalk in the subdivision. Resolution No. 2012-G would special assess the sidewalk cost to the property owners not covered under the letter of credit. Discussion followed on if the letter of credit would cover all properties in the subdivision, if a special assessment could be levied against the properties not owned by the bank, and if any money is left from the draw on the letter of credit what happens to the money – is it returned to each property owner, to the bank it was drawn on, or to the

original developer? This resolution will be discussed with the village attorney before it is adopted.

**BIDS FOR SIDEWALK INSTALLATION:** One bid was received for sidewalk installation at \$4.53 square foot which is within the estimated range. Awarding the bid was postponed until the next meeting.

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

The report from the Wastewater Treatment Plant manager was reviewed. The comparison of gallons pumped, influent at the WWTP, and gallons bills was discussed.

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

The report from the Clerk-Treasurer was reviewed. Absentee ballots are being issued by mail at this time.

**WORKHORSE USER CONFERENCE:** Approval was given for the Clerk-Treasurer and Deputy Clerk-Treasurer to attend the Workhorse Software User Seminar with mileage on a **MOTION** by Don Dohrwardt, seconded by Buchholtz, and carried.

### **Parks Committee – September 19, 2012 Meeting**

Edbauer reported the Parks Committee discussed the Parks budget for 2013 and items for repair and replacement. The committee discussed replacing the large slide at Stoney Creek Park before it becomes a safety hazard. The committee recommended that the \$3,000 in the 2012 budget for Celebrate Fredonia be used for a slide at Stoney Creek Park. The committee found an eight foot slide for about \$3,000. The committee also recommended that \$14,000 be added to the 2013 budget for improvements at the disk golf course and \$10,000 for equipment replacement in the parks. A **MOTION** was made by Edbauer to use the \$3,000 designated for Celebrate Fredonia in the 2012 budget to purchase a slide to replace the slide at Stoney Creek Park. After discussion on how the Finance Committee applied the projected 2012 general fund surplus funds to the 2013 proposed budget Edbauer withdrew his motion. The Finance Committee suggested that the Parks Committee approach the Lions Club for a possible donation towards the disk golf course or playground equipment. Signs are needed at each tee and also a kiosk at the start of the course. If the signs are donated by the Lion's Club, each sign could note that it was donated by the Lions Club.

### **Plan Commission – October 1, 2012 Meeting**

The minutes from the October 1, 2012 Plan Commission meeting were reviewed. Lopicola stated the Plan Commission recommended Outlot 1 in the industrial park be offered to the three adjacent property owners. A letter will be sent to each property owner allowing thirty days to send an offer. The lot would then be sold to the highest bidder. A **MOTION** was made by Buchholtz, seconded by Ehaney to proceed as recommended by the Plan Commission by sending letters to the three adjacent property owners. Motion carried with Don Dohrwardt and Lisa Dohrwardt abstaining.

### **Personnel Committee – October 1, 2012**

Bertram reported on the October 1, 2012 Personnel Committee meeting. Preliminary discussion was held on 2013 wages. Proposed changes to the employee pension plan were discussed. A **MOTION** was made by Don Dohrwardt to amend the employee pension plan starting January 1, 2013 to require a matching contribution from employees with the plan phased in over five years as follows: In 2013 the village would contribute 5.5% regardless of what the employee would contribute. In 2014 the village would match up to 5.5%, but would only contribute 4% if the employee contributed 4% or less. In 2015 the village would match up to 5.5% but would only contribute 2.5% if the employee contributed less than 2.5%. In 2016 the village would match up to 5.5% but would only contribute 1% if the employee contributed less than 1%. In 2017 and every year after that the village would match up to 5.5% but would not make any contribution if the employee did not make a contribution. The plan would also be changed to allow the pension contribution to include overtime and meeting fees – any earned wages; and to increase the hours for eligibility to 1200 per year. The employee's contribution would be made to the existing deferred compensation plan. The motion is contingent on the ability

to adjust the pension plan to meet these requirements. Motion was seconded by Ehaney. A roll call vote was taken with Bertram, Buchholtz, Don Dohrwardt, Lisa Dohrwardt, Edbauer, and Ehaney voting yes. Motion carried. The Personnel Committee will meet again to review a list of employee requests.

### **Closed Session**

Per Wisconsin Statutes 19.85 (1)(f) the village board convened into closed session to discuss a specific personnel issue on a **MOTION** by Edbauer, seconded by Don Dohrwardt, and carried unanimously on a roll call vote.

(The clerk left at this time and minutes were taken by the village president and later transcribed by the village clerk.)

### **Adjourn Closed Session**

Closed session adjourned and the meeting reconvened into open session on a **MOTION** by Edbauer, seconded by Buchholtz, and carried.

### **Correspondence**

Correspondence received and reviewed:

- A. Notification of 2012 State Match for LOSA.
- B. Countywide Library Service Memo – third quarter 2012.
- C. Wisconsin Great Lakes Chronicle 2012.
- D. Mid-Moraine Municipal Association dinner meeting – October 24, 2012
- E. Building valuation report from EMC.
- F. Letter from Time Warner Cable regarding transfer to Time Warner Cable Midwest LLC.

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

None.

### **Adjournment**

The meeting adjourned at 10:15 p.m. on a **MOTION** by Don Dohrwardt, seconded by Bertram, and carried.