

FREDONIA VILLAGE BOARD MEETING
Fredonia Government Center
242 Fredonia Avenue, Fredonia, WI
June 5, 2014

The regular village board meeting was called to order at 7:05 p.m. by President Chuck Lapicola. Present: Chuck Lapicola, Jill Bertram, Fritz Buchholtz, Donald Dohrwardt, Scott Ehaney and John Long. Also present: Paul Frantz, Randy Noll, Carol Huber, Al Bruhn, Mike Davel, Mark Jaeger, Gary Buntrock, Roger Strohm and Jo Ann Wagner.

Pledge of Allegiance

All stood and recited the Pledge of Allegiance.

Consent Agenda

The minutes of the May 15, 2014 village board meeting, the General Fund, Water and Sewer bills with the additional list, the use of Fireman's Park by the Lion's Club on October 25-26, 2014 and February 21-22, 2015, the Class B combination liquor license for Fredonia Family Restaurant and the operator license for Sherry Cavalea were approved on a **MOTION** by Ehaney, seconded by Long, and carried.

Open Session for Citizen Comments and Questions

Carol Huber questioned the status of the Fredonia Avenue project and if the sewer laterals were dropped from the project because of cost. Lapicola stated the village may go forward with a separate contract for repair of the sewer main, but not the sewer laterals. The village is discussing their options. Huber also questioned if the sidewalks that were removed will be repaired. Strohm stated they will need to make the adjacent grades match. They may be repaired when the street is constructed.

2013 Financial Reports

Paul Frantz, Manager from Baker Tilly the village auditors, summarized the 2013 financial statements. Frantz stated the village received an unmodified opinion which is the highest level available. He recommended board members review the Management's Discussion and Analysis which summarizes the year. The village's fund balance increased \$69,000 with \$943,720 of assigned fund balance and \$1,137,212 of unassigned balance at year end. The village is in a healthy financial position. Frantz noted consumption was down in the utilities which resulted in a decrease in revenue. Utility rates were increased in 2013. Two materials weaknesses were reported – internal control because of the limited number of individuals handling financial transactions and internal control over financial reporting as the village staff does not prepare the financial report. In conclusion Frantz noted that board members may contact him with any questions or concerns.

Unfinished Business

FINALIZE FREDONIA FIRE DEPARTMENT NEEDS STUDY: Strohm presented an addition to the Fire Department Needs Study noting the existing fire department building does not have the structural capacity to add a second floor. It was noted that a second story option should be reviewed at design time. After discussion a **MOTION** was made by Long, seconded by Don Dohrwardt, to include the addition as presented and to change the name of the ambulance to the Fredonia Fire Department Ambulance and then present the study for final approval. Motion carried.

ORDINANCE NO. 2014-04 INCREASING FIRE IMPACT FEES: A public hearing is needed before an impact fee can be changed. The public hearing will be scheduled for the first village board meeting in July.

Request from Guy and O'Neill for Driveway Width Greater than 30 Feet

Randy Noll from Guy and O'Neill stated they are improving the parking area at 200 Industrial Drive and would like to remove the curb and widen the driveway. This is a safety issue when trucks use the driveway. Strohm asked if any landscaping could be added to the parking lot. The current two driveways are 22 feet and 35 feet. The island between the two driveways would be removed. Strohm questioned if there are any sagging sections of curb as this should be repaired at the time. A **MOTION** was made by Don Dohrwardt, seconded by Bertram to allow the

additional driveway width at 200 Industrial Drive contingent upon repair or replacement of any sagging sections of curb. Motion carried.

Fredonia Avenue Road Construction Project

PROPOSAL FROM FRONTIER FOR RELOCATION OF POLES: The proposal from Frontier for relocation of poles was discussed. To have the wires relocated to the south side of Fredonia Avenue from Edmaro Street to Regal Drive would cost the village \$94,705. To bury the wires from Regal Drive to Highland would cost an additional \$43,369. Lapicola suggested a letter to Frontier splitting the cost for burying the wires from Regal to Highland. More information is needed on how many poles would be eliminated, would wires still cross over the road for service and if the prices would still be good next year. A **MOTION** was made by Ehaney, seconded by Don Dohrwardt, to send the Frontier proposal to the Public Works Committee. Motion carried.

RE-BID INSTALLATION OF WATER MAIN AND SEWER MAIN LINING: Strohm stated the bids for Fredonia Avenue came in at \$2.8 million with \$700,000 for the sanitary sewer laterals. The village board decided to remove the sanitary sewer laterals from the project. The Ozaukee County corporate attorney said since this was 25% of the project, the project should be re-bid. Because of this the county will re-bid the project in January next year. The village will need to decide if they want to bid the water main and sanitary sewer re-lining as a separate project this year. Because the asphalt would need to be patched it was estimated to cost an additional \$33,000 to \$35,000. Lapicola stated the patch could be two inches deep which would cut the cost in half. Strohm noted that he would be able to inspect the utility project. He would not do the construction staking or the “as built” drawings. Buchholtz asked that the area businesses on Fredonia Avenue be surveyed if they want the road torn up for two years as it is bad for business. Lapicola commented the length of time for construction would be the same as the water main would need to be repaired first and then the road construction would begin. A **MOTION** was made by Don Dohrwardt, seconded by John Long, to have the engineers create a bid package for the Fredonia Avenue water main and sewer main re-lining at a cost not to exceed \$10,000. Motion carried

Lawn Cutting on Martin Drive by Retaining Wall

A letter was received from Larry and Sandra Mayer stating when the village constructed the retaining wall on Martin Drive the village agreed to cut the grass along Martin Street and on the east end of the wall to the top of the hill. The Mayers would cut and trim the grass to the north of the fence on top of the hill and the northwest corner of the intersection of Fillmore and Martin. The grass on the east side going up the hill is no longer being cut by the village. Strohm stated the road right of way goes one foot north of the fence. Bertram questioned if the area needed to be cut and Strohm noted he would not issue a weed ordinance violation for it. Strohm estimated the slope is a 3 to 1 from the sidewalk to the top of the hill. This item was postponed until the next meeting allowing village board members to view the area.

Donation of Trees for Planting on Meadowbrook Drive

Strohm stated a village resident would like to donate some trees to be planted on the south side of Meadowbrook Drive across from their property. This would provide some screening from the property on the south side of the road. The resident would like to donate the trees and have the village plant and maintain them. Don Dohrwardt stated that this could be left up to the discretion of the Director of Public Works.

Letter from Resident Regarding Construction Debris

A letter was received from Jon Ziegler regarding construction debris in the Village Green Subdivision. The Director of Public Works will investigate. Builders will be reminded at the Architectural Control Board meeting that the village has an ordinance requiring construction debris to be contained.

Report by Village President

Lapicola noted that he has received an email from the village attorney regarding 2013 Wisconsin Act 270 which establishes a Uniform Commercial Building Code. If a municipalities code is more restrictive it can be grandfathered in if it is submitted to the state before June 17, 2014. Lapicola would like to send the village code to the attorney for review.

Report from Fire Chief

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.

INCREASE IN COMPENSATION FOR WATER /WASTEWATER CERTIFICATIONS:

Strohm stated he has passed one wastewater certification exam and Rabuck has passed one water certification exam. A **MOTION** was made by Don Dohrwardt, seconded by Ehaney, to increase the pay for Strohm and Rabuck by fifteen cents per hour. Motion carried. This increase will take effect at the start of the next pay period.

PERMIT WITH WISCONSIN SOUTHERN RAILROAD FOR ADDITION OF GATE:

Strohm stated he would like to add a gate to the fence on the bike path on each side of the railroad tracks to allow lawn mowers to go through. This will require a permit from Wisconsin Southern Railroad. A **MOTION** was made by Don Dohrwardt, seconded by Bertram, to authorize the Director of Public Works to sign the permit application and complete the work with a flag man required if the work is in the railroad right of way.

STREET TREES ON STONEY CREEK COURT AND STONEY CREEK LANE:

Strohm stated he would like to use part of the Urban Forestry grant to remove the ash trees on Stoney Creek Court and Stoney Creek Lane and replace them with other trees. Use of the Urban Forestry grant money to replace the ash trees on Stoney Creek Court and Stoney Creek Lane was approved on a **MOTION** by Ehaney, seconded by Lapicola, and carried.

Report from Wastewater Treatment Plant Manager

The report from the Wastewater Treatment Plant Manager was reviewed. Buntrock stated the lab has passed all the certification tests. He has also completed the sewer rate review using the 1983 methodology. He noted that although the financial statements show the Sewer Utility lost \$106,000 the cash balance increased in 2013. The rate review shows that 68% of the flow is billed. He noted there is still an abundant amount of inflow and infiltration.

CMAR: The 2013 Compliance Maintenance Annual Report was reviewed.

RESOLUTION NO. 2014-B APPROVING CMAR: Resolution No. 2014-B reviewing and approving the 2013 CMAR was adopted on a **MOTION** by Don Dohrwardt, seconded by Ehaney, and carried.

Report from Clerk-Treasurer on Operations of Village

The report from the Clerk-Treasurer was reviewed.

Resolution No. 2014-C Thanking Gary Buntrock for His Years of Service

Resolution No. 2014-C thanking Gary Buntrock for his years of service to the village was adopted on a **MOTION** by Don Dohrwardt, seconded by Long, and carried.

Resolution No. 2014-D Thanking Stanley MacDonald for His Year of Service

Resolution No. 2014-D thanking Stanley MacDonald for his years of service as the commercial electrical inspector was approved on a **MOTION** by Ehaney, seconded by Buchholtz, and carried.

Appoint Alternate to Architectural Control Board

Lapicola stated that he would like to appoint Mike Bertram as an alternate to the Architectural Control Board. This was approved on a **MOTION** by Don Dohrwardt, seconded by Buchholtz, and carried.

Public Works Committee

Minutes from the May 20, 2014 Public Works Committee meeting were reviewed. Lapicola stated the Public Works Committee is recommending paving Park Road from Fredonia Avenue to the curve going east, about 700 feet, sending some items to auction, crackfilling not to exceed \$5,500, installing camp sites and a dump station along road to wastewater treatment plant,

contacting the attorney regarding the offer from Bertram Wireless for computer internet connections, and discussing the inspection contract with Ayres. A **MOTION** was made by Don Dohrwardt, seconded by Bertram, to approve Resolution No. 2014-C ordering repair of sidewalk. Motion carried. A **MOTION** was made by Ehaney, seconded by Don Dohrwardt, to pave Park Road from Fredonia Avenue to where the road goes into Waubedonia Park, to approve sending the squad and other items to auction, and to approve crackfilling up to \$5,500. Motion carried. A **MOTION** was made to contact the village attorney regarding the Uniform Commercial Building Code for review and the proposal from Bertram Wireless regarding a partnership and the effect on Time Warner Cable franchise fee. Motion carried. Bertram noted the second nine holes of disc golf are planned for the area being discussed for camp sites. The Parks Committee will discuss the possible installation of camp sites. Inspection fees by Ayres will be discussed in the future along with alternatives.

July Village Board Meetings

The first Thursday in July is the third, the night before a holiday weekend. A **MOTION** was made by Don Dohrwardt, seconded by Bertram, to change the July 2014 village board meetings to the second and fourth Thursday. Motion carried.

Personnel Committee – June 5, 2014 meeting

Buchholtz noted that all items will be discussed in closed session.

Closed Session

Per Wisconsin Statutes 19.85 (1)(c) the Village Board convened into closed session to discuss employment and employee compensation on a **MOTION** by Don Dohrwardt, seconded by Ehaney, and carried unanimously on a roll call vote.

Adjourn Closed Session and Reconvene into Open Session

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

Public Works Entry Level Position

A **MOTION** was made by Buchholtz, seconded by Ehaney, to extend a job offer to Justin Cottrell as discussed in closed session for the entry level Public Works position contingent on acceptable drug test and physical. Motion carried.

Job Offer for Utility Position

A **MOTION** was made by Buchholtz, seconded by Ehaney, to extend a job offer to Parker Prochaska as discussed in closed session for the Utility Position contingent on acceptable drug test and physical. Motion carried.

Employee Compensation

Buchholtz stated the Personnel Committee recommended a \$10,000 per year increase in salary for the Director of Public Works. This was approved effective the beginning of the next pay period on a **MOTION** by Buchholtz, seconded by Ehaney, and carried. The \$10,000 increase will be in addition to the fifteen cents per hour previously approved at this board meeting.

Items for Future Consideration

Buchholtz stated the village should look at the ordinance regarding fires in the village. Many people would like to have a campfire in the back yard.

Adjournment

The meeting adjourned at 9:20 p.m. on a **MOTION** by Ehaney, seconded by Don Dohrwardt, and carried.