

**VILLAGE OF FREDONIA
VILLAGE BOARD MEETING MINUTES
MARCH 21, 2024**

President Gehrke called the Village Board meeting to order at 7:00 p.m. the Pledge of Allegiance followed.

Board members present: Dan Gehrke, Bruce Paape, Josh Haas, Rick Abegglen, Don Dohrwardt, Tiffany Bartz.

Board members excused: Kurt Meyle

Staff/Officials present: Village Administrator Christophe Jenkins, Director of Public Works Eric Paulus, Village Treasurer Melissa Depies, Marshal Mike Davel, Sargent Eric Leet, and Crewperson Brandon Heinen.

Others present: Trustee candidate Jessica Franck, Cari Allison-owner 9 Ladies Dancing, and Carrie Siesco-President 10 Lords of Leaping.

Public Comments

None.

Consent Agenda

Motion by Trustee Haas, seconded by Trustee Bartz, to approve the March 7, 2024 Village Board meeting minutes, the General Fund, Water and Sewer bills as presented. Motion carried unanimously.

Report on Village Committees: 150th Anniversary Subcommittee

Trustee Bartz stated that there were new citizens that attended the meeting that gave input and had new ideas for activities and fund raising. Confirmed events for the day: cornhole and basketball tournaments, a parade, and bands. Discussions also included items that could be sold that day as a fund raiser. Friends of Fredonia is going to host a craft fair. Future meetings will include discussions on a possible historical book.

Report on Village Committees: Public Safety Committee

Trustee Hass noted that the committee discussed cross walk safety on Highland Drive and Fredonia Avenue. The paramedic program was discussed. Interviewed and recommended Sargent Leet for head marshal.

Report on Village Committees: Fredonia Government Center Committee

President Gehrke stated that the existing Intergovernmental Agreement for the Fredonia Government Center was for 15 years and has expired. The new agreement will include new activities such as hall rentals. Road maintenance and plowing agreements were discussed. Also discussed and approved was the Election Day Emergency Response Plan.

Report on Operations: Village President

President Gehrke noted that Fredonia Family Restaurant was the “Business of the Month”. He stated that the gentleman who operates the business has a 30-year commitment with Fredonia Family Restaurant. He looks forward to sharing the highlights of the interview later this week.

Report on Operations: Village Administrator

Administrator Jenkins highlighted his report stating that the contract for construction of Innovation Drive was awarded to Kruzcek Construction, preconstruction meeting is scheduled for next week.

Port Washington State Bank is planning a significant expansion to the Fredonia Branch. Preliminary plans were reviewed, final plans anticipated to be available for staff review April 1, with Plan Commission review at the May 7 meeting.

The Village closed on the debt proceeds and are in the process of transitioning those proceeds to Ehlers to invest.

Administrator Jenkins and Fire Chief Weyker have been working on the paramedic program, working through various scenarios before scheduling a joint meeting with the other municipalities.

Staff is working through RFP inquiries for the Milwaukee culvert project. There is a lot of interest in this project therefore staff is hoping for competitive bids.

Spring election activities have begun; absentee ballots have been mailed, in-person absentee voting has begun, staff went to Forest Haven to assist with voting, staff is ready for the April 2 election.

Staff continues to plan various events and seek sponsorships. Various commitments have been made to sponsor “Tuesday Tunes” – the music in park events. The movie in the park has a sponsor and the Mud Run has sponsors as well.

Port Washington State Bank has announced that they will donate \$50,000 to the construction of the splash pad. Trustee Paape questioned the total cost of the splash pad. Administrator Jenkins stated that the overall cost is approximately \$325,000; \$100,000 set aside by the Village, this large donation, the Village has also received commitment from various contractors to complete in-kind work, such as concrete, electrical, grading, stuff like that, which will reduce the amount of actual dollars needed.

Report on Operations: Village Marshal

Sargent Leet highlighted the report. He has begun reviewing the training requirements and making sure all officers are up-to-date.

Trustee Paape questioned if the weapons needed to be upgraded. Marshal Davel responded that the weapons were upgraded just a few years ago and are in good working order.

Report on Operations: Fire Chief

Fire Chief was not in attendance; therefore, there was no verbal report.

Report on Operations: Public Works/Wastewater Treatment Plant

Director of Public Works Paulus stated that the lab may be getting another municipality. Currently the lab is testing for 6 municipalities; however, we may lose one soon. With the addition if the new one the Village will remain at 6 municipalities. Currently, there is limited residential testing being done. Town will be putting out a newsletter that includes information on water testing. Signs have been installed to direct people and a street light will be installed to safely light the area.

Trustee Paape questioned the policy on replacing burned out street lights, questioning if they are automatically replaced with LED bulbs. Director Paulus stated that this is being done by We Energies.

Trustee Dohrwardt questioned if the order has been placed for the plow truck that is part of the capital improvement program. Director Paulus stated that he plans to have information at the May meeting.

Report on Operations: Clerk

The Village Clerk was not in attendance; therefore, there was no verbal report.

Report on Operations: Treasurer

Treasurer Depies stated she has been taking some time off; however, it is a good time for her to be gone as far as work load goes.

Report by Ozaukee County District 2 Supervisor

Supervisor Haas had nothing to report. He thanked the Board for their support over the last 4 years and wished the Village well in the future.

President Gehrke thanked Trustee Haas for all he has done and commented that he looks forward to Trustee Paape updating the Village as things happen. Trustee Paape confirmed and thanked Trustee Haas as well.

Report by Mid-Moraine Municipal Association Designated Representative

Trustee Dohrwardt stated the Washington County Executive presented a pamphlet that showed all the things the county has been sharing the cost for and helping out for Washington County municipalities. The County Executive stated that this was more valuable to municipalities than sharing the sales tax money. However, municipalities still cannot budget a certain amount of money, they have to accept what the county gives them for the project the county wants them to do. This does not satisfy the desire to get a portion of the sales tax monies. Currently at a standstill. Municipalities could lobby legislators to increase the portion of shared revenue in the budget from the tax revenue. Getting that percentage increased over the years may be the only way to get more of the sales tax money. It will be a result of a state decision rather than a county decision.

Items for Discussion and/or Action

Motion to Appoint Sargent Leet to Head Marshal of the Village of Fredonia, effective April 1, 2024

Trustee Hass noted that Trustee Meyle did an excellent job with conducting the interview of Sargent Leet.

Motion by Trustee Hass, seconded by Trustee Abegglen, to appoint Sargent Leet to Head Marshal of the Village of Fredonia, effective April 1, 2024. Motion carried unanimously.

Trustee Abegglen welcomed Sargent Leet as the new Marshal and thanked Marshal Davel for his years of service.

Discussion and Possible Action on Updated Branch Chipping Policy

Director of Public Works Eric Paulus stated that the branch chipping policy has been updated. The new policy removed the requirement to call in for collection, updated the hours, noted that we do not do full tree removals if the tree was removed by a contractor, and removed that language for fees after 20 minutes.

Trustee Paape questioned the branches that were on the north fence line of Stoney Creek Park. Director Paulus stated that crews will clean up the area when they can get in there with equipment.

Motion by Trustee Bartz, seconded by Trustee Dohrwardt, to approve the updated branch chipping policy as presented. Motion carried unanimously.

Trustee Haas suggested that the Village consider discontinuing branch collection due to worker injuries. Trustee Paape suggested looking at the burn policy.

Discussion and Possible Action on Medical Leave Bank Options

Treasurer Depies explained that currently the Village has no options for employees who are at their max PTO. Once an employee reaches their max PTO they must use it or they lose it. An option to resolve this situation would be to create a medical leave bank (MLB). A MLB would allow employees to roll their PTO time into an account that would be used strictly for FMLA approved events, that are 3 days or more. The MLB would allow the employee to build time for the one week they are required to be off before short-term disability insurance kicks in as well as time to supplement the short-term disability insurance since that only pays 60%.

Trustee Bartz clarified that there is no cost to the Village to allow this. Treasurer Depies responded that only cost would be if an employee uses the time. She noted that this is time that the employees earn and would normally be paid as PTO; therefore, no additional costs.

Trustee Paape questioned how many sick leave days the employees currently get. Treasurer Depies stated that with the creation of PTO sick time was eliminated. PTO is accrued at different rates depending on years of service.

President Gehrke questioned if there would be a payout of time when an employee leaves the Village. Treasurer Depies stated that the policy does include language that states when an employee leaves the Village they do not get paid out for any time in this bank.

Treasurer Depies also noted that the policy includes the Village contributing 20 hours to each employee after 6 months of employment. Trustee Dohrwardt questioned if an employee gets 20 hours put into their bank does that 20 hours stay in there and they build from that. Treasurer Depies responded, yes any time added by the employee would be added to that 20 hours. Potentially a gift of 20 hours of pay if used. Trustee Abegglen stated that, if an employee does use those 20 hours, it is a pretty small price to pay for the efficiency that we are going to gain from people not having to arbitrarily take vacation when it is less advantageous to the Village.

There was discussion on how PTO was accrued and how the MLB would be accrued. The 20 hours the Village would contribute into the account would be a one-time contribution then the employee is responsible to build it with accrued PTO. The MLB would max out at 480 hours or 12 weeks of pay and is not payable when an employee leaves the Village.

Trustee Bartz stated that elimination of short-term disability was discussed in finance. Treasurer Depies explained that the Village could discontinue short-term disability insurance which would result in cost savings to the Village; however, she suggested not doing this for a couple of years so the employees have an opportunity to build the MLB if they so choose. Treasurer Depies also noted that if an employee is out on short-term disability they must be 100% hands off, they are not allowed to do any Village related work.

Motion by Trustee Abegglen, seconded by Trustee Bartz, to approve the Medical Leave Bank Policy as presented. Motion carried 4 -2 (Paape and Dohrwardt - Nay).

Motion to approve Utility Easement on Parcel 090351501700 and 090351501600

Administrator Jenkins stated two easements are needed so that we can create a loop in the utilities for the industrial park. This is needed so if the Village needed to shut off different areas, they can do so without shutting down the entire industrial park. The property is currently owned by the Dohrwardts and Badger Paper Board. The cost of the easements are \$2,218 and \$512.

Trustee Dohrwardt recused himself from this matter due to a conflict of interest.

Motion by Trustee Haas, seconded by Trustee Paape, to approve Utility Easements on parcels 090351501700 and 090351501600. Motion carried unanimously.

President Gehrke recused himself from the closed session and passed the gavel to President Pro-Tem Abegglen.

Convene to closed session pursuant to Wisconsin Statutes 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Consideration of Offer to Purchase a Portion of Parcel #090351300400, located in TID #3.

Motion by Trustee Haas, seconded by Trustee Bartz, to convene to closed session pursuant to Wisconsin Statutes 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Consideration of Offer to Purchase a portion of parcel 090351300400, located in TID #3. Motion carried unanimously by roll call vote.

The board convened to closed session at 7:52 PM to discuss an offer to purchase on a parcel in TID #3.

Adjourn closed session and reconvene into open session

Motion by Trustee Haas, seconded by Trustee Bartz, to reconvene into open session at 8:34 PM. Motion carried unanimously by roll call vote.

Discussion and possible action on Offer to Purchase Parcel #090351300400, located in TID #3

There was no action on this matter.

Convene to closed session pursuant to Wisconsin Statutes 19.85(1)(c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over which the governmental body has jurisdiction or exercises responsibility (Village Administrator Performance Review)

Motion by Trustee Haas, seconded by Trustee Abegglen, to convene to closed session pursuant to Wisconsin Statutes 19.85(1)(c) Considering Employment, Promotion. Compensation or Performance Evaluation Data of any Public Employee over which the governmental body has jurisdiction or exercises responsibility (Village Administrator Performance Review). Motion carried unanimously by roll call vote.

The board convened to closed session at 8:34 PM.

Adjourn closed session and reconvene into open session

Motion by Trustee _____, seconded by Trustee _____, to reconvene into open session at 9:42 PM. Motion carried unanimously by roll call vote.

Correspondence

None

Items for Future Consideration by the Village Board

A request was made to create a proclamation for Mya Delleree as an outstanding citizen for athletic, leadership and scholastic abilities.

A request for a resolution of appreciation and commendation to Marshal Davel, and trustees Haas and Paape. In 2022 these resolutions were presented during the last meeting in May.

Adjournment

Motion by Trustee Haas, seconded by Trustee Dohrwardt, to adjourn the meeting at 9:43 p.m. Motion carried unanimously.

Respectfully Submitted:

Melissa Depies
Village Treasurer