

**VILLAGE OF FREDONIA
VILLAGE BOARD MEETING
Fredonia Government Center
242 Fredonia Avenue, Fredonia, WI
June 4, 2020**

The regular village board meeting was called to order at 7:00 p.m. by President Don Dohrwardt. Present: Don Dohrwardt, Rick Abegglen, Jill Bertram, Dan Gehrke, Joshua Haas, John Long and Bill McLarty. Also present: Barry Chavin and Curt Pitzen from Newmark Knight Frank, Mike Herbrand and Johnathan Woodward from Houseman and Feind, Charlene Landing, Mike Davel, Roger Strohm, Brian Weyker and Sandi Tretow.

Pledge of Allegiance

All stood and recited the Pledge of Allegiance.

Consent Agenda

The minutes from the May 21, 2020 village board meeting, the general fund, water and sewer bills with the additional list, the Class A Combination Liquor License Renewal for Casey's Marketing Company – d/b/a Casey's General Store #3762 – Heidi Marcyes, agent and the Class B Combination Liquor License Renewal for Fredonia Family Restaurant LLC – d/b/a Fredonia Family Restaurant – Jose Comacho, agent, were approved on a **MOTION** by Haas, seconded by Abegglen, and carried.

Open Session for Citizen Questions and Comments

None.

Question and Answer/Discussion with Newmark Knight Frank and Village Attorney regarding Business Park Proposal and Buyer Agency Representation Agreement

The Business Park Proposal and Buyer Agency Representation Agreement that was submitted by Newmark Knight Frank last year when they were the only firm to submit an industrial park proposal, and they submitted the same proposal again this year when RFP's were sent out (no others were received) was reviewed and discussed. Barry Chavin, Managing Director from Newmark Knight Frank, stated the Buyer Agency Agreement is not a final legal document, but a tool to be fine-tuned depending on the village's needs. Newmark Knight Frank will manage acquisition and development, and they offer a menu of services where they can do what the village wants. They review properties in the area to see what is suitable, they identify parcels, work with us regarding suitability, and they work with landowners. He discussed various ways in working with landowners as a joint venture as an alternative to acquisition, so it is beneficial for all parties. NKF (Newmark Knight Frank) investigates, conducts feasibility studies and works to create a TIF. At all aspects, they communicate with the village board and staff. The first phase is \$75,000 – paid in three quarterly installments (upon signing, then three months, and three months). This is a retainer to help to offset costs incurred by NKF. Once land is acquired, the \$75,000 would be credited upon closing. Chavin stated in this market, it is prudent to have land available. Pitzen added that having rail (railroad) availability can also be a big driver. Herbrand asked about the maximum three year term on the agreement. Chavin stated that it depends on how things are going - they want to keep working and progressing as long as it makes sense. They will be our business park real estate expert, and we would work together as a team. Chavin stated on a 40,000 square foot building for example, it could take six months from start to finish. The lead time is more in finding a user. There were concerns expressed about the state of the economy, and how it could take a lot of time and money and not have anything to show for it. Chavin stated that he would prepare a model for development, so that can be looked at by all of the village board members. Dohrwardt asked if there were any further questions, and stated the vote may be postponed until June 18th, so more due diligence can be performed. Closed session will not be needed tonight. After, Chavin, Pitzen, Herbrand and Woodward left.

Report on Operations of Village by Village President

Nothing new to report.

Report on Operations of Village by Fire Chief

Chief Weyker has been speaking with Jesse Thyges, Administrator for the Village of Grafton, about a service sharing study with fire departments in the county. The study costs \$22,000 and would be divided amongst the participating communities. If the village were to participate, the cost would be about \$3,000 per community. Weyker feels there are pros and cons to doing the study, but it would be worth it. He has not heard whether Waubeka or Belgium are interested. After discussion, a **MOTION** to join the study by Long, seconded by Gehrke, and carried with Haas voting nay.

The fire department ambulance has resumed practice on Tuesday's after the COVID-19 pandemic restrictions were lifted.

Report on Operations of Village by Village Marshal

The report from the Village Marshal was reviewed. Davel spoke about the riots that have been taking place resulting from the death of George Floyd.

Report on Operations of Village by Director of Public Works

The report from the Director of Public Works was reviewed.

APPROVE MEMORIAL BENCH AND TREE PROGRAM: The program sheet was updated from the last meeting regarding costs. Upon further review and discussion, a **MOTION** to approve the Memorial Bench and Tree Program by Haas, seconded by McLarty, and carried.

FEDERAL EDA (ECONOMIC DEVELOPMENT ADMINISTRATION) GRANTS: Due to COVID-19, the federal government is providing economic development grants. A new project would need to be identified (our existing business park, already in the works, would not be eligible). Strohm was thinking either a water tower or upgrades at the wastewater treatment plant would be good options. Funding is available while it lasts, so it would behoove us to apply asap, or we may not receive any. After, a **MOTION** to allow the Director of Public Works to start the EDA Grant process for a wastewater treatment plant project by Abegglen, seconded by Haas, and carried.

REVIEW 2019 CMAR (COMPLIANCE MAINTENANCE ANNUAL REPORT): The financial and energy portion needs to be completed yet. It will be ready for the June 18, 2020 village board meeting for final review and acceptance. Strohm stated this will be the first year in many where the Village will not receive all A's – this is due to not having a licensed operator at this time.

APPROVE CHANGE ORDERS FROM STRAND ASSOCIATES FOR GRIT SYSTEM UPGRADE: A list of changes resulting in a \$26,075.00 credit was presented and discussed. After, a **MOTION** to approve the Strand credit by McLarty, seconded by Gehrke, and carried.

Report on Operations of Village by Wastewater Treatment Plant Operator

The report from the Wastewater Treatment Plant Operator was reviewed.

Report on Operations of Village by Clerk-Treasurer

The report from the Clerk-Treasurer was reviewed.

INSURANCE RENEWALS FOR VILLAGE'S PROPERTY, VEHICLES, WORKER'S COMP EFFECTIVE JUNE 1, 2020: The summary for the Village's property, vehicles and worker's comp insurance renewals was reviewed. The overall premium decreased \$9,341 annually. This is due mostly to the worker's comp experience. There is also a 10% dividend offer whereas last year, it was 8%. There was also a survey about additional coverage consideration. After, a **MOTION** to renew the village's insurance and possibly ask for additional coverage information if decided later by McLarty, seconded by Haas, and carried.

APPROVE TEMPORARY POSTING LOCATION FOR VILLAGE'S NOTICES: The village is required to post its notices in three public places per State Statutes. Port

Washington State Bank was one of the three locations, but due to COVID-19, their lobby has been closed. With the Safer at Home restrictions being lifted, it was hoped that the bank would open its lobby, but has not, and has not indicated when they will do so. Tretow spoke with Tom Mongoven from Fredonia Mobil who said the village could post its notices there. After, a **MOTION** to approve Fredonia Mobil as a temporary posting location by Gehrke, seconded by McLarty, and carried.

Parks Committee – May 28, 2020 meeting

The minutes from the May 28, 2020 meeting were reviewed. Gehrke reported about the events the Parks Committee is planning. Movie in the Park will be June 27. Port Washington State Bank wants to help sponsor along with Hillcrest Realty and the Ozaukee Realtors Association. Music in the Park is being planned for July 18th.

Planning Commission – June 1, 2020 meeting

Dohrwardt spoke about the potential buyers of the building at 603-605 Fredonia Avenue who came to discuss renovating the property to have two apartments and one space in between for a business. They will need to work with the commercial building inspector to make sure everything is compliant with village and state codes.

Architectural Control Board – June 3, 2020 meeting

Long reported that the Architectural Control Board approved a shed on a corner lot. They also discovered an error in an ordinance change that will need to be looked into and corrected.

Tech Committee – June 4, 2020 meeting

The Tech Committee met prior to the village board meeting to discuss moving forward with the technology upgrades. There may be a second wave of COVID-19 later this year, so the need for remote attendance is still valid. Once the equipment is obtained and installed, training for all village board members and staff will be provided.

Dohrwardt stated that closed session will not be necessary this evening.

Buyer Agency Representation Agreement with Newmark Knight Frank

Haas stated that he is reluctant, but the village needs to be proactive. McLarty agreed and said that businesses are hesitant. Abegglen said that some are not. Haas stated that housing needs to go along with businesses. It will be interesting to see what Chavin's model shows. The consensus of the village board is to postpone action and to place on the next village board agenda. Kathleen Schilling from Ozaukee Economic Development will be invited to provide local insight on the economy and future development.

Correspondence: Mid-Moraine Municipal Court COVID-19 Operational Plan:

Correspondence was reviewed and discussed.

Items for Future Consideration by Village Board

ORDINANCE 2020-06 AMENDING THE VILLAGE OF FREDONIA CODE OF ORDINANCES CHAPTER 575 TITLE 76 REGARDING SIGN PERMIT FEES: Tretow stated the Village Code of Ordinances do not state that we charge a fee for sign permits. This can be presented with other future ordinance changes.

Gehrke stated the Parks Committee is interested in some block party dates. Haas provided updated numbers of COVID-19 testing results in Ozaukee County.

Adjournment

The meeting adjourned at 9:26 p.m. on a **MOTION** by Abegglen, seconded by Gehrke, and carried.

Respectfully Submitted:

Sandi Tretow
Clerk-Treasurer