

**TOWN BOARD MEETING  
WEDNESDAY, JULY 28, 2021  
6:00 p.m.  
FREEDOM TOWN HALL  
W2004 COUNTY RD S**

1. CALL TO ORDER, ROLL CALL, INVOCATION, PLEDGE  
Meeting called to order by Chairman Charles Kramer at 6:00 p.m.  
Members present: Chairman Charles Kramer, Supv. Tim Maass, Supv. Brandon Conrad, Supv. Jason Vandenberg, Supv. Kevin Schuh arrived at 6:03 p.m. Also present: Clerk/Treasurer Colleen Laha and Deputy Clerk/Treasurer Billie Jo De Jong  
Invocation  
Pledge recited.
2. VERIFICATION OF POSTING & APPROVE AGENDA  
Posted on the 2 Boards at the Freedom Town Hall and on the Town website on the 23<sup>rd</sup> day of July 2021 at 1:00 p.m. by the Clerk's Office. Also posted at: Dairyland Depot, Freedom Mini Mart, and Shop & Save Mart/ Halesi, LLC.  
Amended agenda posted on the 2 Boards at the Freedom Town Hall and on the Town website on the 26<sup>th</sup> day of July 2021 at 2:00 p.m. by the Clerk's Office. Also posted at: Dairyland Depot, Freedom Mini Mart, and Shop & Save Mart/ Halesi, LLC.  
***Motion by Supv. Brandon Conrad with second by Supv. Tim Maass to adopt the agenda.***  
***Vote: 5 Yea / 0 Nay Motion Carried: Yes***
3. CONSIDERATION OF TOWN BOARD MINUTES FOR THE JUNE 23, 2021, JUNE 30, 2021, JULY 14, 2021, MEETINGS AND JOINT TOWN BOARD/PLAN COMMISSION MEETING JUNE 30, 2021  
***Motion by Supv. Brandon Conrad with second by Supv. Tim Maass to approve the minutes of 6/23/2021, 6/30/2021, 7/14/2021 TOWN BOARD MEETINGS AND 6/30/2021 JOINT TOWN BOARD/PLAN COMMISSION MEETING on 6/30/2021.***  
***Vote: 5 Yea / 0 Nay Motion Carried: Yes***  
***Supv. Jason Vandenberg abstained for 6/30/2021 Town Board Meeting held at 5:30 p.m. and for the 7/14/2021 Town Board Meeting held at 5:00 p.m.***
4. OPEN COMMENT SESSION  
Margaret Coenen opened with a conversation about what had happen over the last month with the lighting issue she is having with Country Villa. Attorney Steve Frassetto said he had met with Chad Reader and that they were trying to find different alternative ways to help rectify the situation. It was discussed that the bulbs were replaced with lesser wattage and that the direction of the light had been adjusted to push the lights down to try and minimize glare. After a lengthy discussion, it was decided that Attorney Steve Frassetto will follow up with the Coenen's about any new information he might receive and will try to bring this to a resolution.
5. CONSIDERATION AND POSSIBLE ACTION ON RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$1,200,000 GENERAL OBLIGATION PROMISSORY NOTES  
Brad Viegut from Baird gave a presentation on the findings from the General Obligation Promissory note application. He noted that the Town of Freedom received an A+ rating from S & P Global Ratings and that 1.3% rate of interest that the Town secured reflected that good rating.  
***Motion by Supv. Tim Maass with second by Supv. Jason Vandenberg to approve Resolution 2021-03 authorizing the issuance and sale of \$ 1,200,000 General Obligation Promissory notes with an interest rate of 1.3%.***  
***Roll call vote was taken: Chairman Charles Kramer – Yea, Supv. Tim Maass – Yea, Supv. Kevin Schuh – Yea, Supv. Jason Vandenberg – Yea, Supv. Brandon Conrad – Yea***  
***Vote: 5 Yea / 0 Nay Motion Carried: Yes***

6. EVAN HANSEL – VFW EAGLE SCOUT PROJECT  
Evan Hansel came to thank the Board for the donation and support for the Eagle Scout project to redesign and landscape around the flagpole area at the VFW Park.
7. SPECIAL EVENT APPLICATION FOR THE FREEDOM BASEBALL CLUB ON 8/27/2021 FROM 10:00 A.M. – 7:00 P.M. AND 8/28/2021 FROM 10:00 A.M. – 7:00 P.M.  
***Motion by Supv. Jason Vandenberg with a second by Supv. Brandon Conrad to approve the Special Event for the Freedom Baseball Club on August 27-August 28, 2021.***  
***5 Yea 0 Nay Motion Carried: Yes***
8. TEMPORARY LIQUOR LICENSE FOR THE FREEDOM BASEBALL CLUB FOR 8/27/2021 FROM 10:00 A.M. – 7:00 P.M. AND 8/28/2021 FROM 10:00 A.M. – 7:00 P.M. WITH MARGO FOX AS THE AGENT  
***Motion by Supv. Jason Vandenberg with second by Supv. Brandon Conrad to approve The Freedom Baseball Club Temporary Liquor License for the Freedom Baseball Club on August 27-August 28, 2021 with Margo Fox as the agent.***  
***5 Yea 0 Nay Motion Carried: Yes***
9. SPECIAL EVENT APPLICATION FOR THE FREEDOM FAST PITCH TOURNAMENT 9/10/2021, 9/11/2021 AND 9/12/2021  
***Motion by Supv. Jason Vandenberg with a second by Supv. Kevin Schuh to approve the Special Event for the Freedom Fast Pitch Tournament on 9/10/2021, 9/11/2021 & 9/12/2021.***  
***5 Yea 0 Nay Motion Carried: Yes***
10. TEMPORARY LIQUOR LICENSE FOR FREEDOM FAST PITCH TOURNAMENT 9/10/2021, 9/11/2021 AND 9/12/2021 WITH SCOTT MURPHY AS THE AGENT  
***Motion by Supv. Brandon Conrad with second by Supv. Jason Vandenberg to approve the Freedom Fast Pitch Temporary Liquor License for the Freedom Fast Pitch Tournament on 9/10/2021, 9/11/2021 & 9/12/2021 with Scott Murphy as the agent.***  
***5 Yea 0 Nay Motion Carried: Yes***
11. PLAN COMMISSION REFERRALS
  - A. CONSIDERATION OF CERTIFIED SURVEY MAP APPLICATION; NEIGHBORHOOD ACRES LLC; PIN 090-0320-00; VAN ASTEN ROAD (ADJACENT TO WEST OF W1384 VAN ASTEN RD)  
Neighborhood Acres LLC requests approval of a 2-lot Certified Survey Map, dividing the subject parcel into 2 lots. The subject property is part of the Southwest ¼ of the Northeast ¼ of Section 12, Township 22 North, Range 18 East, Town of Freedom, Outagamie County, Wisconsin. The purpose of the CSM is to create a buildable lot for the property owner's family. The Plan Commission unanimously recommended approval of the Certified Survey Map Application with no conditions at the July 14, 2021, Plan Commission Meeting.  
***Motion by Supv. Jason Vandenberg with second by Supv. Tim Maass to approve the certified survey map application for Neighborhood Acres LLC; PIN 090-0320-00; VAN ASTEN ROAD (ADJACENT TO WEST OF W1384 VAN ASTEN RD)***  
***5 Yea 0 Nay Motion Carried: Yes***
  - B. CONSIDERATION OF CERTIFIED SURVEY MAP APPLICATION; SCOTT F & DIANE G ZWIERS; PIN 090-0212-20; N4189 MURPHY ROAD  
Scott F. & Diane G. Zwiers requests approval of a 3-lot Certified Survey Map, dividing the subject parcel into 3 lots. The subject property is all of Lot 3 of Certified Survey Map 6090 being part of the Southeast ¼ of the Southwest ¼, Section 9, Township 22 North, Range 18 East, Town of Freedom, Outagamie County, Wisconsin. The purpose of the CSM is to create 2 additional buildable lots. The existing man-made pond is proposed to be filled. At the July 14, 2021, Plan Commission meeting, the Plan Commission unanimously recommended approval of the Certified Survey Map Application with no conditions.  
***Motion by Supv. Tim Maass with second by Supv. Jason Vandenberg to approve the certified survey map application for SCOTT F & DIANE G ZWIERS; PIN 090-0212-20; N4189 MURPHY ROAD***  
***5 Yea 0 Nay Motion Carried: Yes***

- C. CONSIDERATION OF REZONING APPLICATION TO REZONE FROM SINGLE FAMILY RESIDENTIAL DISTRICT (RSF) TO GENERAL AGRICULTURAL DISTRICT (AGD); KURT VAN EPERN ON BEHALF OF STEVEN D & MALIA P LOWNEY; PIN 090-0402-05; LOT 3 OF CSM #6024; COUNTY ROAD E (LOCATED ADJACENT TO THE SOUTH/WEST OF N3813 COUNTY ROAD E)
- Kurt Van Epern (on behalf of Steven D. & Malia P. Lowney, property owners) requests a Zoning Map Amendment (Rezoning) to rezone tax parcel number 090-0402-05 (located adjacent to the south/west of N3813 County Road E) from the Single-Family Residential District (RSF) to the General Agricultural District (AGD) for the purpose of allowing livestock/agricultural animals to be kept on the subject property. The applicant is proposing to construct a new single-family residence on the subject property and would like the option of keeping livestock/agricultural animals on the subject property. The keeping of livestock/agricultural animals on the subject property is not allowed in the subject property's current RSF district. The keeping of livestock/agricultural animals is permitted in the proposed AGD district. At the July 14, 2021, Plan Commission meeting, the Plan Commission unanimously recommended approval of the Rezoning Application to rezone tax parcel number 090-0402-05 from the Single-Family Residential District (RSF) to the General Agricultural District (AGD).

***Motion by Supv. Tim Maass with a second by Supv. Brandon Conrad to approve the REZONING APPLICATION TO REZONE FROM SINGLE FAMILY RESIDENTIAL DISTRICT (RSF) TO GENERAL AGRICULTURAL DISTRICT (AGD); KURT VAN EPERN ON BEHALF OF STEVEN D & MALIA P LOWNEY; PIN 090-0402-05; LOT 3 OF CSM #6024; COUNTY ROAD E (LOCATED ADJACENT TO THE SOUTH/WEST OF N3813 COUNTY ROAD E)***

***5 Yea 0 Nay Motion Carried: Yes***

- D. CONSIDERATION OF DRAFT OUTAGAMIE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP FOR TOWN

Outagamie County is in the process of amending the County's Comprehensive Plan Future Land Use Map to better reflect the recently adopted Town Comprehensive Plan Future Land Use Map. The County analyzed the Town's Future Land Use Map and Future & Existing Land Use categories and provided a draft County Future Land Use Map using the County's Future Land Use categories. At the June 9, 2021, Plan Commission meeting, the Plan Commission reviewed the draft County Future Land Use Map and requested that three changes be made. The County made the requested changes and provided an updated map, which is enclosed with this memo for your review. At the July 14, 2021, Plan Commission meeting, the Plan Commission reviewed the updated draft County Future Land Use Map and unanimously recommended approval of the proposed map.

***Motion by Supv. Tim Maass with a second by Supv. Brandon Conrad to approve the DRAFT OUTAGAMIE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP FOR TOWN***

***5 Yea 0 Nay Motion Carried: Yes***

12. CONSIDERATION AND POSSIBLE ACTION ON BURN PERMITS

Fire Chief Mark Green wanted to revisit the action taken by the Town Board at the May 26, 2021, meeting to eliminate the burn permit requirements for the Town of Freedom residents. He wanted to voice concerns for the action being taken without discussion with the Fire Dept. prior to the change as well as concerns about issues that may arise due to the lack of permitting required to burn brush. After discussion between Fire Chief Mark Green the board, it was decided to reconsider the decision made at the May 26, 2021, meeting and reverse the action taken to eliminate the burn permits. Starting Sept. 1, 2021, burn permits will again be required to burn for Town of Freedom residents. Both the Fire Dept and the Town Board will do their own research on what is needed and how they can make the process better in the future. Burn permits will be revisited at a joint meeting in the future with the Fire Dept. and the Town Board.

***Motion by Supv. Brandon Conrad with a second by Supv. Kevin Schuh to reconsider the burn permit process and reverse the action taken at the May 26, 2021, meeting and to reenact the burn permit requirement for the Town of Freedom residents until reconsideration can be made at a future joint meeting with the Freedom Fire Department and the Town Board. This will take effect on Sept. 1, 2021.***

***4 Yea 0 Nay Motion Carried: Yes Chairman Charles Kramer Abstained***

13. OPERATOR LICENSES – ASHLEY A. BROUCHOUD, PAIGE T. JAHNER, SYDNEY E. APPLETON, HOPE E. KRAUT, LAUREN M. BRUMMOND, JENA C. GOLDEN, TIFFANY M. ABEL, BRIDGET E. BOWERS  
*Motion by Supv. Jason Vandenberg with second by Supv. Brandon Conrad to approve Operator License applications for ASHLEY A. BROUCHOUD, PAIGE T. JAHNER, SYDNEY E. APPLETON, HOPE E. KRAUT, LAUREN M. BRUMMOND, JENA C. GOLDEN, TIFFANY M. ABEL, BRIDGET E. BOWERS.*  
*5 Yea 0 Nay Motion Carried: Yes*

14. CONSIDERATION AND POSSIBLE ACTION ON KELLER PAYMENT REQUEST #5  
Keller is requesting the Town Board to consider payment request # 5 for the new Fire Department facility. The Town Board discussed some unfinished projects that have not been taken care of at the new Fire Station and would like those projects to be completed before payment # 5 is processed. The two biggest concerns include: completing the landscaping and fill around the parking lot edges and addressing the truck fill performance issues that the Fire Department is having. It was decided that the payment would be tabled until the Town Board can come to a resolution with Keller on completion of these unfinished projects and issues with the new facility.

15. OPEN BIDS FOR BATWING MOWER AND POSSIBLE ACTION – No Bids were taken.

16. CONSIDERATION AND POSSIBLE ACTION ON PURCHASING A MOWER FOR CUTTING DITCHES  
Tabled.

17. CONSIDERATION AND POSSIBLE ACTION ON FUND BALANCE POLICY  
A draft copy of a Fund Balance Policy was provided to the Town Board. Supv. Jason Vandenberg also stated that he was working on a fund balance policy with Ginny Hintz. It was decided to table this agenda item until Supv. Jason Vandenberg has a chance to forward Attorney Steve Frassetto a copy of what he was working on with Ginny Hintz. Attorney Steve Frassetto will review the document and customize the policy that best fits the Town's needs.

18. ATTORNEY/DEPARTMENT REPORTS

**Attorney Report:**

Attorney Steve Frassetto met on-site with Chad Reader to review the Country Villa lighting issue. He is still trying to come to some resolution between the two parties involved.

A draft copy of a Fund Balance Policy was provided to the Town Board. Attorney Steve Frassetto stated that he will need additional information from the Town to complete the policy that best fits the Town's needs.

The Developer Incentives were reconciled for Chad and Mark Properties, LLC and Attorney Steve Frassetto discussed a report regarding the open matters.

A draft road agreement has been prepared for the Country Villa Way Road and Attorney Steve Frassetto will coordinate with Cedar Corp to ensure that all necessary terms and conditions are included in the agreement.

Jeff Kussow along with Attorney Steve Frassetto drafted a letter to Outagamie County Regarding the correction of the boundary line between Bill Van Camp's parcels. A copy of the letter was submitted to the County.

Chapter 3 of the Town's Code of Ordinances was reviewed after comments made by Mark Green at a previous meeting relating to fire protection and prevention, interplay with the Fire Protection Agreement. The ordinance may be amended at the same time along with the agreement to maintain consistency.

Attorney Steve Frassetto reviewed the legal requirements for the hiring of an elected Town official as a Town employee. Statutory criteria were given to Clerk/Treasurer and a special town board meeting has been scheduled so the electors can establish an hourly rate for that Town Employee.

**Park Report:**

Supv. Jason Vandenberg sent a video on Monday morning that he had received from a concerned citizen to Clerk/Treasurer Colleen Laha showcasing some problems that were occurring with the swing set over by the VFW Pavilion. The issue was that when the children were using the swings the whole swing set was being pick up off the ground along with some other minor issues. Clerk Laha addressed the problem right away by having the public works employee remove the swings Monday morning so no one would get hurt. She then called Rainbow and had them send someone out to assess the swing set and find out what would need to be done to fix the issues.

Rainbow's assessment was that due to the age of the swing set it was reaching the end of its life cycle. At this time the cost of a new playset was not in the budget so it was decided that the Town would pay to fix the swing set to keep the children safe.

**Cedar Corp Report:**

As part of the restroom project, the contractor was supposed to apply a new epoxy floor in the restrooms. The contractor stated that their flooring sub-contractor walked out, and they are having a hard time getting them back to complete the project. They are willing to credit the Town back \$3,000-\$4,000 by not completing the floors. The Town Board decided that they would still like the floor redone are requiring the contractor to continue with the project as planned even if they need to find a new subcontractor. The contractor is waiting to receive the paper towel dispensers and soap dispensers from the Fire Department, and they will have them installed.

Clerk/Treasurer Colleen Laha will contact the public works person and arrange to have them picked up at the Fire Department and brought to the Town Hall. She will let Dean from Cedar Corp. know when she has them.

Dean Zanon stated The Ballpark Lighting project is scheduled to start with installation around the beginning of September. It was brought up that there is a Freedom Fast Pitch Tournament on September 10-12<sup>th</sup> and that they may need to use the lights. After discussion, it was decided to push the project back a couple weeks if necessary or to start the work on Diamond 4 first, so it does not affect the tournament. We will not accept any applications for special events using the ball diamonds after the September 10<sup>th</sup>-12<sup>th</sup> weekend event.

The inspection of the town hall roof has been completed. Cedar Corp. is in the process of preparing plans and specifications and are planning on having the bidding process done in August the bid opening before the August Town Board Meeting for possible award. Dean Zanon would like to have someone from the Town Board assigned to meet with and ask questions about decisions for the Town Hall roof. After discussion, it was decided to appoint Supv. Brandon Conrad the point of contact for Cedar Corp with any concerns and questions about the Town Hall roof.

**19. CONSIDERATION OF VOUCHERS/DIRECT DEPOSITS**

*Motion by Supv. Brandon Conrad with second by Supv. Kevin Schuh to approve Vouchers #32207-32248, Direct Deposits #10217-10223, 10226-10266, and Fire Dept./EMS #1036, #1037 voided.  
5 Yea 0 Nay Motion Carried: Yes*

**20. ADJOURN**

*Motion by Supv. Brandon Conrad with second by Supv. Jason Vandenberg to adjourn at 8:17 p.m.  
5 Yea 0 Nay Motion Carried: Yes*

*Colleen M. Laha  
Clerk/Treasurer*