

**TOWN BOARD MEETING MINUTES - WEDNESDAY, DECEMBER 20, 2023 @ 6PM
FREEDOM TOWN HALL – W2004 COUNTY RD S**

1. CALL TO ORDER, ROLL CALL, PLEDGE
Meeting called to order at 6pm by Chairperson Schumacher. Members present: Chairperson Justin Schumacher, Supervisor Kevin Schuh, Supervisor Linda Borneman, Supervisor Margo Fox, & Supervisor Chris Valley. Also present: Deputy Clerk/Treasurer Dana McHugh, Interim Administrator Diane Wessel, Town Administrator Justin Carlson, Jeff Sanders (Town Planner) & Attorney Keith Steckbauer. Chairperson Justin Schumacher led the Pledge of Allegiance.
2. VERIFICATION OF POSTING/ADOPT AGENDA
Posted on the 2 Boards at the Freedom Town Hall and on the Town website on the 20th of December, 2023 by 11:15 a.m. by the Clerk's Office.
3. CONSIDERATION OF MINUTES OF TOWN BOARD MEETINGS ON 11/15/2023
*Supervisor Valley made a motion with a second by Supervisor Borneman to approve the 11/15 Board Meeting Minutes.
Vote: 5 Yea / 0 Nay Motion Carried: Yes*
4. PUBLIC COMMENT SESSION (maximum 15 minutes total)
5. DISCUSSION AND POSSIBLE ACTION ON PURCHASE OF DPW TRUCK AND CONSIDERATION OF QUOTES
6. CONSIDERATION OF POLL WORKERS FOR 2024-2025 ELECTION SEASON (Wisconsin State Statute 7.30 Appointment of Election Officials)
*Supervisor Borneman abstained from discussion & voting. Motion made by Supervisor Valley with a second by Supervisor Kevin Schuh to approve the 2024-2025 Election Poll Workers.
Vote: 4 Yea / 0 Nay / 1 Abstain Motion Carried: Yes*
7. DISCUSSION AND POSSIBLE ACTION OF APPROVAL OF RETAILER LICENSE – FREEDOM BP
*Supervisor Fox made a motion with a second by Supervisor Borneman to approve Freedom BP Retailer License.
Vote: 5 Yea / 0 Nay Motion Carried: Yes*
8. DISCUSSION AND POSSIBLE ACTION OF APPROVAL OF OPERATOR LICENSE – MAYCE VANHANDEL and REKHA BHATTARAI
*Supervisor Borneman abstained from discussion & voting. Supervisor Fox made a motion with a second by Supervisor Schuh to approve Operator Licenses for Mayce Vanhandel & Rekha Bhattarai.
Vote: 4 Yea / 0 Nay / 1 Abstain Motion Carried: Yes*
9. DISCUSSION AND POSSIBLE ACTION OF APPROVAL OF SPECIAL CLASS B LICENSE – ST NICHOLAS WINTERFEST
*Supervisor Valley made a motion with a second by Supervisor Fox to approve Special Class B License for St Nicholas Winterfest.
Vote: 5 Yea / 0 Nay Motion Carried: Yes*
10. CONSIDERATION OF EAGLE SCOUT RANK RECOGNITION – MASON FRANK
11. DISCUSSION AND POSSIBLE ACTION CSM – PETERS
*Supervisor Borneman made a motion with a second by Supervisor Valley to approve CSM Peters.
Vote: 5 Yea / 0 Nay Motion Carried: Yes*
12. DISCUSSION AND POSSIBLE ACTION CSM – COLLINS
13. DISCUSSION AND POSSIBLE ACTION CSM – FOX
*Supervisor Valley made a motion with a second by Supervisor Borneman to approve CSM Fox.
Vote: 5 Yea / 0 Nay Motion Carried: Yes*
14. DISCUSSION AND POSSIBLE ACTION CSM – BERNETZKE
*Supervisor Fox made a motion with a second by Supervisor Valley to approve CSM Bernetzke contingent upon confirmation of buildable area and confirmation that the stream must serve as the boundary.
Vote: 5 Yea / 0 Nay Motion Carried: Yes*
15. DISCUSSION AND POSSIBLE ACTION CSM – KLINK
*Supervisor Valley made a motion with a second by Supervisor Borneman to deny CSM Klink.
Vote: 5 Yea / 0 Nay Motion Carried: Yes*

16. ORDINANCE 23-01, AN ORDINANCE CREATING THE POSITION OF TOWN ADMINISTRATOR
Supervisor Valley made a motion with a second by Supervisor Borneman to adopt Ordinance 23-01, Ordinance 23-02, Ordinance 23-04, & Ordinance 23-05.
Vote: 5 Yea / 0 Nay Motion Carried: Yes
17. ORDINANCE 23-02, AN ORDINANCE AMENDING CHAPTER 10 OF THE TOWN OF FREEDOM MUNICIPAL CODE RELATES TO PUBLIC NUISANCE INCLUDING ADDING "OBSTRUCTIONS TO MOVEMENT" AS A PUBLIC NUISANCE.
18. ORDINANCE 23-04 AN ORDINANCE REPEALING CHAPTER 14 LAW ENFORCMENT BECAUSE THE TOWN OF FREEDOM BEGAN CONTRACTING WITH OUTAGAMIE COUNTY SHERIFF'S DEPARTMENT IN 2019.
19. ORDINANCE 23-05, AN ORDINANCE AMENDING SECTION 5.63 (c) HOURS OF WORK, CHANGING HOURS OF CONSTRUCTION ACTIVITEIS TO 7 AM TO 7 PM.
20. ORDINANCE 23-06 (PREVIOUSLY ORDINANCE 22-03) AMENDING CHAPTER 11, TOWN ROADS, OF THE CODE OF ORDINANCES REGULATING PUBLIC ROAD CONSTRUCTION SPECIFICATIONS.
Supervisor Borneman made a motion with a second by Chairman Schumacher to approve Ordinance 23-06.
Vote: 5 Yea / 0 Nay Motion Carried: Yes
21. DISCUSSION AND POSSIBLE ACTION: RESOLUTION 2023-11: ADOPTING THE TOWN OF FREEDOM FEE SCHEDULE
Supervisor Borneman made a motion with a second by Supervisor Schuh to adopt Resolution 2023-11 Town of Freedom Fee Schedule.
Vote: 5 Yea / 0 Nay Motion Carried: Yes
22. DISCUSSION AND POSSIBLE ACTION ON RESOLUTION 2023-12 AFFIRMING THE 2023 TAX LEVY
Supervisor Borneman made a motion with a second by Supervisor Fox to approve Resolution 2023-12 Tax Levy as voted on at the November 15, 2023 meeting of the Electors, confirming the minutes to include the electors present that voted.
Vote: 5 Yea / 0 Nay Motion Carried: Yes
23. DISCUSSION AND POSSIBLE ACTION ON AMENDING RENTAL FEES TO ADDRESS NON-PROFIT ORGANIZATIONS
24. DISCUSSION AND POSSIBLE ACTION ON PARKWAY LANE RIGHT OF WAY
25. DISCUSSION AND POSSIBLE ACTION ON EXTENDING CONTRACT WITH MSA CONSULTANT DIANE WESSEL
Chairman Schumacher made a motion with a second by Supervisor Borneman to approve extending the contract with MSA For Interim Administrator Wessel up to 120 hours. Revisiting the hours monthly in the Administrator Report.
Vote: 5 Yea / 0 Nay Motion Carried: Yes
26. DISCUSSION AND POSSIBLE ACTION ON CONTINUING WITH COMMUNITY PLANNING AND CONSULTING LLC AND ACCEPTING 2024 TERMS
Supervisor Fox made a motion with a second by Supervisor Valley to accept the 2024 terms to continue working with Community Planning and Consulting.
Vote: 5 Yea / 0 Nay Motion Carried: Yes
27. ADMIINISTRATOR REPORT: REGARDING CHANGING AUTHORIZED USERS WITH CAPITAL CREDIT UNION
Supervisor Borneman made a motion with a second by Supervisor Fox to receive and file the report regarding the change of authorized users for banking at Capital Credit Union.
Vote: 5 Yea / 0 Nay Motion Carried: Yes
28. DISCUSSION AND POSSIBLE ACTION ON EMPLOYEE TERMINATION GRIEVANCE POLICY AND APPEAL PROCESS
Supervisor Valley made a motion with a second by Supervisor Borneman to approve the Employee Termination Grievance Policy and Appeal Process.
Vote: 5 Yea / 0 Nay Motion Carried: Yes
29. DEPARTMENT REPORTS –
 - a. FIRE COMPANY REPORT
 - b. FIRST RESPONDER REPORT
 - c. HIGHWAY DEPARTMENT REPORT
 - d. ATTORNEY REPORT
 - e. PLANNER REPORT
 - f. ADMINISTRATOR REPORT

30. CONSIDERATION OF VOUCHERS/DIRECT DEPOSITS

Supervisor Valley made a motion with a second by Supervisor Borneman to approve the Vouchers / Direct Deposits.

Vote: 5 Yea / 0 Nay Motion Carried: Yes

31. IDENTIFY FUTURE AGENDA ITEMS – ATV Ordinance Update, Purchase of DPW Truck Park Impact Fees

32. MOVE TO CLOSED SESSION PER WI STATS 19.85 (1) (b) *Considering dismissal, demotion, licensing or discipline of any public employee (Clerk/Treasurer Position)*

And

PURSUANT TO WI STATS 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. (One-time employee bonuses)

Supervisor Fox made a motion with a second by Supervisor Valley to move to closed session at 8:24pm with a roll call vote. Closed session to include Attorney Steckbauer, Administrator Carlson, and the Town Board.

Vote: 5 Yea / 0 Nay Motion Carried: Yes

33. RETURN TO OPEN SESSION

Chairman Schumacher made a motion with a second by Supervisor Borneman to return to open session at 9:14pm. Roll call vote.

Vote: 5 Yea / 0 Nay Motion Carried: Yes

34. ANY ACTION AS A RESULT OF CLOSED SESSION

Supervisor Valley made a motion to terminate the current Clerk/Treasurer for cause effective immediately. Motion seconded by Supervisor Borneman. Roll Call Vote.

Vote: 5 Yea / 0 Nay Motion Carried: Yes

35. ADJOURN

Supervisor Borneman made a motion with a second by Supervisor Fox to adjourn at 9:16pm.

Vote: 5 Yea / 0 Nay Motion Carried: Yes

Dana McHugh, Deputy Clerk