

**Approved 2/27/2023**  
**TOWN BOARD MEETING MINUTES**  
**WEDNESDAY, DECEMBER 21, 2022**  
**6:00 p.m.**  
**FREEDOM TOWN HALL**  
**W2004 COUNTY RD S**

1. CALL TO ORDER, ROLL CALL, INVOCATION, PLEDGE –  
*Meeting called to order at 6:00 p.m. by Supervisor Kevin Schuh.*  
*Members present: Supervisor Kevin Schuh, Supervisor Jason Vandenberg, and Supervisor Margo Fox.*  
*Also present: Clerk/Treasurer Colleen Laha, Deputy Clerk/Treasurer Jennifer Andersen, Interim Administrator Diane Wessel, Interim Public Works Director Shawn Geiger*  
*Chairperson Charles Kramer and Supervisor Brandon Conrad will be late. Supervisor Kevin Schuh led in 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 2022 at 4:30 p.m. by the Clerk's Office. Also posted at: Dairyland Depot, Freedom Mini Mart and Shop & Save Mart/Halesi, LLC.*  
*Motion made by Supervisor Jason Vandenberg with a second by Supervisor Margo Fox to approve the agenda.*  
*3 Yea /0 Nay Motion Carried: Yes*
  
3. CONSIDERATION OF MINUTES OF TOWN BOARD MONTHLY MEETING ON 11/16/2022 TOWN BOARD MEETING, 12/7/2022 JOINT TOWN BOARD/PLAN COMMITTEE MEETING, 12/7/2022 SPECIAL TOWN BOARD MEETING –  
*Jennifer Andersen, Deputy Clerk/Treasurer stated that the minutes have not been completed. Tabled at this time.*
  
4. PUBLIC COMMENT SESSION (maximum 15 minutes total) –  
*Resident asked about Gonnering Court ditch. Supervisor Kevin Schuh stated that nothing was going to be done until next year.*  
*Supervisor Jason Vandenberg stated he has a company coming in to bid for cameras and tv's for online meetings.*  
*Resident asked if Park Committee Meetings could be put to the group text from the Town of Freedom.*  
*Mark Green asked what the current status is for the Administrator and Public Works situation. Supervisor Kevin Schuh stated the Town Board hired MSA to work with Town as Interim help until they find replacements on a full-time or what is needed basis.*  
*Resident asked about storage unit update, they stated their feelings have not changed.*  
*Resident asked about drainage issues in the Town. Where is this headed? Supervisor Kevin Schuh said he does not know where this is at. Jeff Kussow from Cedar Corporation said he will talk to Justin and find out what the last meeting was about before the year end.*  
*Resident asked about Chairperson Charles Kramer training completion. Supervisor Kevin Schuh and Supervisor Jason Vandenberg stated without the Attorney here we are not sure where this is at the legal level.*
  
5. DISCUSSION & POSSIBLE ACTION ON TOWN DONATION TO RICO'S OUTREACH MEALS ON WHEELS –  
*Interim Administrator Diane Wessel gave rules/regulations on donations and Roberts Rules for public comment to the Town Board.*  
*Motion made by Supervisor Jason Vandenberg with a second by Supervisor Kevin Schuh to approve \$360.00 and take out of our "misc" fund.*

**3 Yea /0 Nay Motion Carried: Yes**

6. DISCUSSION & POSSIBLE ACTION ON AGREEMENT FOR SERVICES FROM EARTH WORKS FOR SNOW REMOVAL IN THE TOWN OF FREEDOM –  
*Interim Public Works Director Shawn Geiger stated that the Town is shorthanded with snow plow help and Chairperson Charles Kramer reached out to Earthworks. Earthworks gave a proposal to the Board. Motion made by Supervisor Margo Fox with a second by Supervisor Jason Vandenberg to hire Earthworks as needed to help the Town for snow plowing under Shawn’s control.*  
**3 Yea /0 Nay Motion Carried: Yes**
  
7. RECAP OF WISCONSIN DISASTER FUND DISCUSSION & POSSIBLE ACTION ON COST SHARING – EMERGENCY MANAGEMENT DIRECTOR – JEFF POLLARD –  
*Jeff Pollard stated that we received our funds from the Wisconsin Disaster Fund. Jeff suggested to the Town Board that some of these funds should be shared with the Sanitary District. Motion made by Supervisor Jason Vandenberg with a second by Supervisor Margo Fox to cut a check to Freedom Sanitary District in the amount of \$20,647.39.*  
**3 Yea /0 Nay Motion Carried: Yes**
  
8. DISCUSSION & POSSIBLE ACTION ON FREEDOM BUSINESS ASSOCIATION MEMBERSHIP –  
*Motion made by Supervisor Kevin Schuh with a second by Supervisor Jason Vandenberg to approve membership.*  
**3 Yea /0 Nay Motion Carried: Yes**
  
9. DISCUSSION & POSSIBLE ACTION ON AMBULANCE SERVICE –  
*Interim Administrative Diane Wessel explained to the Town Board in August, Kaukauna Fire & Rescue ambulance service will require financial contributions from the Town. Estimated cost, \$12,280.00, the Town did not include this subsidy in the 2023 budget. Motion made by Supervisor Margo Fox with a second by Supervisor Kevin Schuh to end Kaukauna ambulance service in the Town of Freedom and expand Gold Cross Ambulance service to the entire Town of Freedom.*  
**3 Yea /0 Nay Motion Carried: Yes**
  
10. “INDUSTRIAL PARK CONCEPTUAL DEVELOPMENT-PHASES 1-3 ESTIMATES 2022” FOR “DISCUSSION ON POTENTIAL NEW TAX INCREMENT DISTRICT” –  
*Jeff Kussow with Cedar Corporation gave the Town Board a follow-up information on potential new tax increment district. No action needed.*
  
11. DISCUSSION ON POTENTIAL ROAD RIGHT-OF-WAY ACQUISITION FOR PARKWAY LANE EXTENSION –  
*Jeff Kussow with Cedar Corporation informed the Town Board this is the follow up from the last two meetings and had discussion with Attorney Steve Frassetto and Sanitary District. No action needed.*
  
12. OPERATOR LICENSES -JOCELYN M. BOWEN, AMANDA F. BEHNKE, PEGGY L. STILEN –  
*Motion made by Supervisor Jason Vandenberg with a second by Supervisor Kevin Schuh to approve operator licenses pending background checks.*  
**3 Yea /0 Nay Motion Carried: Yes**
  
13. DEPARTMENT REPORTS:

- A. ADMINISTRATION REPORT –  
*Interim Administrator Diane Wessel gave her report.*
- B. ENGINEER REPORT:
- Country Fields Subdivision Construction Project Update –  
*Jeff Kussow from Cedar Corporation stated that all records and as-built storm sewer information from Cedar Corporation field measurements was provided to Davel. Davel will provide record drawings of the subdivision infrastructure to the Town of Freedom.*
  - County Rd E Multi-Modal Trail and Bipartisan Infrastructure Law 2023-2026 Transportation Alternatives Program Project Solicitation –  
*1. Summary of County Rd E multi-modal trail project and Bipartisan Infrastructure Law 2023-2026 Transportation Alternatives Program Project Solicitation funding opportunity was provided at the November Town Board meeting.*  
*2. 80/20 cost-share of project cost, if awarded. (i.e., Town funds 100% of up-front project costs and is then reimbursed up to 80%)*  
*3. Application due date: March 24, 2023*
  - Open/pending Engineering and Planning/Code Administration Projects/Applications –  
*There are no long-term engineering projects with Cedar Corporation open at this time.*  
*There are no long-term planning/code administration projects with Cedar Corporation open at this time. There are four (4) Certified Survey Map Applications open/pending at this time, which are tentatively scheduled for review/consideration at the January 2023 meetings.*
- C. FIRE DEPARTMENT REPORT –  
*Mark Green gave information to the Town Board regarding repairs to the water truck, there is a rust problem from where it was stored.*
- D. PARK REPORT –  
*Supervisor Margo Fox stated they met last week. They were asked to go back and review the scope of work for Diamond 1, cameras and locks, and drainage issues. Supervisor Margo Fox stated she will meet with Administrator Diane Wessel. Next meeting will be February 9, 2023 at 6:00 p.m.*
- E. PUBLIC WORKS REPORT –  
*Shawn Geiger, Interim Public Works Director with MSA, introduced himself and gave his report that was in the packet.*
- F. ATTORNEY REPORT –  
*Attorney Steven Frassetto not available for meeting. Attorney report given to Town Board members in their packet.*

14. CONSIDERATION OF VOUCHERS/DIRECT DEPOSITS –  
*Motion made by Supervisor Kevin Schuh with a second by Supervisor Margo Fox to approve vouchers and direct deposits.*  
*3 Yea /0 Nay Motion Carried: Yes*

*Supervisor Brandon Conrad arrived at 7:15 p.m.*

15. MOVE TO CLOSED SESSION PER 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 and PER WI STATS 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conduction other specified public business, whenever competitive or bargaining reasons require a closed session.

Discussion and possible action – Employee Compensation, Planning/Engineering Services –

***Motion made by Supervisor Brandon Conrad with a second by Supervisor Margo Fox to move to close session. Motion Carried.***

***Roll Call Vote: Brandon Conrad – yea, Kevin Schuh – yea, Jason Vandenberg – Yea, Margo Fox – Yea***

16. RETURN TO OPEN SESSION –

***Motion made by Supervisor Brandon Conrad with a second by Supervisor Jason Vandenberg to return to open session. Motion Carried.***

***Chairperson Charles Kramer came out of closed session with the Town Board Members.***

17. ANY ACTION AS A RESULT OF CLOSED SESSION –

***Motion made by Supervisor Jason Vandenberg with a second by Supervisor Brandon Conrad to contract with Jeff Sanders for Planning.***

18. DISCUSS FUTURE AGENDA ITEMS –

***Need to add Employee Handbook for January's Town Board Meeting.***

19. ADJOURN –

***Motion made by Supervisor Margo Fox with a second by Supervisor Jason Vandenberg to adjourn at 8:06 p.m.***

***Respectfully,***

***Jennifer Andersen  
Deputy Clerk/Treasurer***