

**COMMITTEE OF THE WHOLE MEETING AGENDA**

**Tuesday, October 8, 2024**

**Immediately following the Village Board Meeting, but not before 6:15 p.m.**

**Caledonia Village Hall - 5043 Chester Lane**

**Caledonia, WI 53402**

1. **Meeting called to order**
2. **Roll Call**
3. **Approval of Minutes:** September 23 and 24, 2024 Committee of the Whole Budget Review meetings, and September 24, 2024 Committee of the Whole meeting.
4. **Public Comment** - Provides a two-minute opportunity for citizens to voice opinions to the Committee of the Whole. The Committee of the Whole cannot respond as this may conflict with open meeting requirements.
5. **New Business**
  - A. Report on 4 Mile Road roadway conditions, truck use, and vehicle speeds (*CoW 9/24/24*)
  - B. A Resolution Authorizing the Village of Caledonia to Enter into a Contract with the Ready Rebound Program
  - C. Resolution - Kenosha-Racine Area Investigative Team MOU
  - D. Resolution - Wisconsin Humane Society 2025 Stray and Impound Animal Shelter Services Agreement
  - E. Suggested items to be placed on the next meeting agenda (*with no action*)
6. **Continuing Business**

None
7. **Adjournment**

**Committee of the Whole Meeting  
September 23, 2024**

**1 - Order**

President Weatherston called the Committee of the Whole meeting to order at 5:00 p.m. at the Caledonia Village Hall.

**2 – Roll Call**

**PRESENT:** 6 – President Weatherston, Trustee Stillman, Trustee Martin, Trustee Pierce, Trustee McManus, and Trustee Wishau

**ABSENT:** 1 – Trustee Lambrecht

**STAFF:** Interim Administrator/Police Chief Christopher Botsch, Public Services Director Tony Bunkelman, Village Engineer Ryan Schmidt, Finance Director Wayne Krueger, Development Director Peter Wagner, Fire Chief Jeff Henningfeld, Clerk Jennifer Olsen and Deputy Clerk Norgie Montes De Oca-Metzinger

**3 – Public Comment**

The following people appeared to speak before the Committee:  
None

**4 – New Business**

**A. Review of 2025 proposed Village of Caledonia budget**

**5 – Adjournment**

President Weatherston adjourned the meeting at 6:50 p.m.

*Respectfully submitted:  
Jennifer Olsen  
Village Clerk*

**1 - Order**

President Weatherston called the Committee of the Whole meeting to order at 5:01 p.m. at the Caledonia Village Hall.

**2 – Roll Call**

**PRESENT:** 7 – President Weatherston, Trustee Stillman, Trustee Martin, Trustee Pierce, Trustee McManus, Trustee Wishau, and Trustee Lambrecht

**ABSENT:** 0

**STAFF:** Interim Administrator/Police Chief Christopher Botsch, Public Services Director Tony Bunkelman, Village Engineer Ryan Schmidt, Finance Director Wayne Krueger, Development Director Peter Wagner, Fire Chief Jeff Henningfeld, Clerk Jennifer Olsen and Deputy Clerk Norgie Montes De Oca-Metzinger

**3 – Public Comment**

The following people appeared to speak before the Committee:  
None

**4 – Closed Session**

**A. The Committee of the Whole will take up a motion to go into CLOSED SESSION, pursuant to s. 19.85(1)(c), Wis. Stat., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically: to discuss the compensation for certain executive level employees.**

**Motion by** Trustee McManus to go into closed session, seconded by Trustee Martin Motion carried by the following roll call vote:

**Ayes:** 7 – Weatherston, Martin, Stillman, Lambrecht, Pierce, McManus, and Wishau

**Absent:** 0

**B. The Committee of the Whole reserves the right to go back into OPEN SESSION, and possibly take action on the items discussed during the closed session and to move to the remaining items on the agenda.**

**Motion by** Trustee Pierce to go into open session, seconded by Trustee Wishau. Motion carried 7-0.

**5 – New Business**

None

**6 – Continuing Business**

**A. Review of 2025 proposed Village of Caledonia budget**

Motion by Trustee McManus to move item 6A to the second Committee of the Whole meeting following the Village Board meeting tonight, seconded by President Weatherston. Motion carried, 7-0.

**5 – Adjournment**

President Weatherston adjourned the meeting at 6:01 p.m.

*Respectfully submitted:  
Jennifer Olsen  
Village Clerk*

DRAFT

**1 - Order**

President Weatherston called the Committee of the Whole meeting to order at 6:30 p.m. at the Caledonia Village Hall.

**2 – Roll Call**

**PRESENT:** 7 – President Weatherston, Trustee Stillman, Trustee Martin, Trustee Lambrecht, Trustee Pierce, Trustee McManus, and Trustee Wishau

**ABSENT:** 0

**STAFF:** Interim Administrator/Police Chief Christopher Botsch, Public Services Director Tony Bunkelman, Village Engineer Ryan Schmidt, Finance Director Wayne Krueger, Development Director Peter Wagner, Fire Chief Jeff Henningfeld, Village Attorney Elaine Ekes, Clerk Jennifer Olsen and Deputy Clerk Norgie Montes De Oca-Metzinger

**3 – Approval of Minutes**

A **motion** was made by Trustee Pierce to approve the Committee of the Whole minutes of September 10, 2024, seconded by Trustee Martin. **Motion carried 7-0.**

**4 – Public Comment**

The following people appeared to speak before the Committee:  
None

**5 – New Business**

**A. Request for a discussion on market indicators for commercial development based on residential rooftops**

**Presenters: Russ Sagomoen and Lee Jaramillo, Developers.** The presenters shared their insight on what factors retail businesses and developers consider when investing in a new location. Discussion focused on the Douglas Ave. corridor, which is considered a neighborhood service area or community shopping center rather than a regional commercial center. Key points included:

- Demographic information (mean household income, home price, etc.) and traffic type/count. Additional rooftops will make the Village more attractive to developers.
- When using radius to calculate these factors, Caledonia is limited by the lake, the quarry, and I-94. Using a 5-minute drive time versus the 1, 3, or 5-mile radius would be more accurate.
- A more streamlined and transparent development process which addresses things that are in the Village's control is recommended.

No action taken.

**B. RCEDC Mid-Year Report**

**Presenter:** Laura Million, RCEDC

No action taken.

**C. Development update on previous 5141 Douglas Ave (previously K-Mart)**

Staff updated the Board on inquiries about the property. No action taken.

**D. Code enforcement update on 6121 Highway 31**

Staff updated the Board on the pending Municipal Court enforcement efforts and pending litigation, and the Circuit Court trial date in November. No action taken.

**E. Discuss Naming Rights for Public Park in The Glen at Waters Edge Subdivision**

Discussion on whether the Village should solicit bids for naming rights of the park or name the park directly. Referred back to the Parks and Recreation Advisory Committee for further discussion and Board recommendation.

**F. Discussion and possible action on Planner & Zoning Administrator pay scale**

Motion by Trustee McManus to recommend that the Village Board approve changing the Planner & Zoning Administrator pay scale from 12 to 14, seconded by Trustee Stillman. Motion carried 7-0.

**G. Suggested items to be placed on the next meeting agenda (*with no action*)**

1. Discussion on 4 Mile Road roadway conditions, truck use, and vehicle speeds
2. Transient Merchant/Direct Seller ordinance update

**6 – Continuing Business**

- A. Review of 2024 2025 proposed Village of Caledonia Budget

The Interim Administrator/Police Chief and Finance Director presented recommended changes to the budget per the handout. The Board agreed by consensus that the changes should be incorporated into the final proposed budget.

**8 – Adjournment**

President Weatherston adjourned the meeting at 8:08 p.m.

*Respectfully submitted:  
Jennifer Olsen  
Village Clerk*

# MEMORANDUM

Date: October 1, 2024

To: Committee of the Whole

From: Ryan Schmidt, P.E.  
Village Engineer



Re: 4 Mile Road – N. Green Bay to STH 31 traffic and pavement condition.

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At the request of the Committee of the Whole, Staff was directed to investigate a complaint regarding a variety of things along the stretch of 4 Mile Road between STH 31 and N. Green Bay Road including noise, speed, and pavement condition.

At the time of this memo, staff is in the process of investigating this corridor for trucking issues and violations. The claim is that dump trucks travel this road at early hours of the morning, reach excessive speeds, and make loud noises on the pavement. This road is rated as a Class B highway and can handle traffic weighing 48,000lbs. Empty dump trucks will not exceed this limit but catching loaded dump trucks or semi's is difficult without constant investigation by the Police Department. Noise in this area can be attributed to the nearly 10,000 vehicles per day along this stretch of road which can put off higher decibel levels.

Speed Limits on this corridor have been investigated for a one-week period during the month of July. This information collected showed average speeds of 42 mph with the 85<sup>th</sup> percentile speed at 46mph and 47mph (east bound/west bound). The posted speed is 40mph and there were multiple occasions of extremely excessive speeds on this corridor (only 0.01% of the total volume for 1 week). Further investigation is recommended.

Pavement conditions are rated every 2 years and based on an entire segment of roadway. The entire segment from STH 31 to Memco Lane is rated a 7 out of 10. However, Staff is aware of the pavement condition on the far west end being a concern and is investigating solutions to the problem. It has been ground (milled) down where the pavement has heaved but requires some larger scale repairs that will cause significant delays to the corridor and significant costs for that specific stretch of pavement due to the high traffic volume. Cost estimates can be acquired for potential solutions and presented to the Committee.

Further study and investigation is required on this matter before any recommendation is put forward by Staff.

# MEMORANDUM

Date: October 8, 2024

To: Committee of the Whole

From: Todd Willis  
Village Administrator

Re: Ready Rebound Program



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## **Newly Reported**

1. As of the end of September, the Village has had 22 Workman Compensation claims. Some of these claims have led to a significant amount of time off to allow for recovery from injuries. The Ready Rebound Program is offered to municipalities to help get employees with physically demanding jobs back to work faster through the programs network of specialists.
2. Workplace injuries that require time off for recovery leads to increased overtime costs. Currently both the Police and Fire Departments are currently understaffed, this becomes a greater liability when injuries occur. Understanding that it is not possible to prevent all injuries from happening, if the active Village employees were included in the Ready Rebound program, it may be possible to limit the stress on these departments when they happen.
3. If approved, the Ready Rebound program would be offered to the Police, Fire, and Public Works employees that work in the field. The program covers injuries that occur on and off duty. The network of specialists provided by the program will be based on the Village's health plan network and the CVMIC approved providers depending on the type of injury. The program provides immediate access to the specialists needed, and care navigation through the entire process of recovery.
4. The cost for the Village for the program is \$39,241.00 with coverage to all Village employees, family members, retirees and administration under a Village wide agreement. This is a 3 year contract with the pricing to remain the same for years 1 & 2, and a 2% increase in year 3.

**Recommendation: Village Staff recommends approval of a Resolution authorizing the Village of Caledonia to enter into a 3 year contract with the Ready Rebound program with an initial annual cost of \$39,241.00 in years 1 and 2, and \$40,025.82 in year 3.**



**RESOLUTION NO. 2024-XXX  
VILLAGE OF CALEDONIA**

**A RESOLUTION AUTHORIZING THE VILLAGE OF CALEDONIA TO ENTER INTO A  
CONTRACT WITH THE READY REBOUND PROGRAM**

The Village Board for the Village of Caledonia, Racine County, WI do resolve as follows:

**WHEREAS**, the Village of Caledonia Village Board has reviewed the Ready Rebound program to help get Village employees back to work quicker following an injury; and

**WHEREAS**, the Ready Rebound program offers immediate access to a network of providers to improve employee injury response time; and

**WHEREAS**, the Contract will begin in 2025 and be in effect for three (3) years with an annual cost of \$39,241.00 in years one (1) and two (2) and \$40,025.82 in year three (3); and

**NOW, THEREFORE, BE IT RESOLVED**, by the Village Board of the Village of Caledonia, that a contract between the Village of Caledonia and Ready Rebound is authorized subject to final review and approval of the form of contract by the Administrator and Village Attorney.

**BE IT FURTHER RESOLVED** by the Caledonia Village Board that the Village President and Village Clerk are authorized to execute any contracts, agreements, or other documents necessary to carry out the intent of this Resolution.

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this \_\_\_\_ day of October, 2024.

**VILLAGE OF CALEDONIA**

By: \_\_\_\_\_  
Thomas Weatherston  
Village President

Attest: \_\_\_\_\_  
Jennifer Olsen  
Village Clerk

**RESOLUTION NO. 2024-0XX  
VILLAGE OF CALEDONIA**

**A RESOLUTION AUTHORIZING THE CALEDONIA POLICE DEPARTMENT TO SIGN A  
MEMORANDUM OF UNDERSTANDING TO BE A PARTICIPATING AGENCY IN A NEWLY  
FORMED KENOSHA RACINE AREA INVESTIGATIVE TEAM (KRAIT)**

The Village Board for the Village of Caledonia, Racine County, WI do resolve as follows:

**WHEREAS** Wisconsin Statute 175.47 requires that an “officer-involved death” be investigated by an agency other than the involved agency.

**WHEREAS**, Wisconsin Statute 175.47 states, “Officer-Involved Death” means a death of an individual that results directly from the actions or an omission of a law enforcement officer while the law enforcement officer is on duty or while the law enforcement officer is off duty but performing activities that are within the scope of his or her law enforcement duties.

**WHEREAS**, the Village of Caledonia Police Department representatives have met with law enforcement executives from Kenosha and Racine County along with representatives from the District Attorney’s Offices of Kenosha and Racine counties to explore the formation of a joint Kenosha-Racine Area Investigative Team (KRAIT) to conduct officer-involved death investigations and/or related incidents.

**WHEREAS**, the Kenosha-Racine Area Investigative Team is modeled after the Milwaukee Area Investigative Team (MAIT), which has been servicing Milwaukee and Waukesha counties for several years.

**NOW, THEREFORE, BE IT RESOLVED**, by the Village Board of the Village of Caledonia, that the Chief of Police is authorized to sign a memorandum of understanding to commit to participation in the Kenosha-Racine Area Investigative Team.

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this \_\_\_\_\_ day of October 2024.

**VILLAGE OF CALEDONIA**

By: \_\_\_\_\_  
Thomas Weatherston  
Village President

Attest: \_\_\_\_\_  
Jennifer Olsen  
Village Clerk

**Stray and Impound Animal Shelter Services Agreement**

**THIS SERVICES AGREEMENT** (the "Agreement"), is made and entered into, by and between the Village of Caledonia (the "MUNICIPALITY") and the Wisconsin Humane Society ("WHS").

**SCHEDULE A  
PAYMENT**

**1.0 Costs.**

MUNICIPALITY agrees to pay for services covered by this agreement the sum of \$18,120.00 annually, payable in equal monthly payments of \$1,510.00.

Any services requested by MUNICIPALITY, but not covered under this contract, may be provided by WHS in its discretion, and any such services will be billed to MUNICIPALITY on an as incurred basis.

**2.0 Method of Payment.**

2.1 WHS shall submit an invoice to MUNICIPALITY by the 10<sup>th</sup> day of each month for the services provided in the preceding month. MUNICIPALITY shall pay the statement within ten (10) days of receipt thereof. Invoiced amounts not paid within 10 days shall bear interest thereafter at the rate of 3% annually.

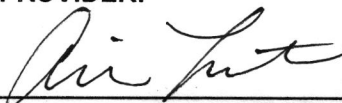
**3.0 Fee for Service Beyond 2025.**

The parties will work in good faith to establish the fee for services in this Agreement for calendar years beyond the present year by September 1 of each year for the following year. Payment for services in subsequent years will be calculated based on a formula that recognizes the number of animals served and the number of shelter days used multiplied by the unit cost per animal per day. For 2026 and beyond this service timeframe will be for a 12 month period beginning on July 31<sup>st</sup> of the preceding year.

**FOR PROVIDER:**

Date Signed: \_\_\_\_\_

9/16/24



\_\_\_\_\_  
Alison Fotsch, WHS President & CEO

**FOR MUNICIPALITY:**

Village of Caledonia

By: \_\_\_\_\_  
\_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
\_\_\_\_\_