

VILLAGE BOARD

August 1, 2017

The Village Board of Combined Locks was called to order by President John Neumeier. Trustees in attendance included: Cathy Vander Zanden, Ruth Wulgaert, Justin Krueger (6:45pm), Roger Kirch, and Jim Ponto. Beth Sewall was absent.

Also in attendance were Village Administrator Racquel Shampo-Giese, Police Chief Erik Misselt, Judy Hebbe from the Times Villager, and resident Carrie Stammer.

The first item on the agenda was for public comment for matters not on the agenda. No public comments were received.

The next item on the agenda was to review and consider approval of minutes and bills. R. Kirch made a motion to approve the minutes. R. Wulgaert seconded the motion, and it passed unanimously. R. Kirch made a motion to approve the bills. C. Vander Zanden seconded the motion, and it passed unanimously.

The next item on the agenda was the Administrator Report. July information included: met with Appleton Coated representatives ahead of JRB meeting to discuss lack of increment for 2 years; held Joint Review Board meetings for TID 1 and 2; Deputy Clerk-Treasurer attended the Clerk's Institute in Green Bay – year 1 of 4; consult with Public Works employees regarding trash truck specifications and cost; had discussion with Coonen Development realtor other options for development in the Locks Park; worked with cell tower representative to replace the landscaping around the fence. August information/projects: received preliminary revaluation information form Accurate Appraisal – overall the increase in value to the Village was 11%. All property owners will receive a notice of assessment – even if the assessment is unchanged; met with utility contractor for Elm/Kamps project today – construction begins Monday with a preconstruction meeting for residents Monday evening; 45-60 days to complete; work on 2018 operating budgets for general fund, water, sewer, storm water, and sanitation; prioritize 2018's capital projects and purchases budget; Planning Commission will meet 8/16 with Van Zeeland Park being the main discussion; attend the Clerk's Conference August 22-25 in Wisconsin Dells; reviewing potential communication tower ordinance and formal fund balance policy; crossing guard meeting scheduled for 08/30/17.

The next item on the agenda was the Police report. The Chief reviewed FVMPD's data for Darboy Road traffic count and speed. The Chief's recommendation – not necessary for additional controls at the intersection of First Street and Darboy Road.

The next item on the agenda was the Public Works Director report. The report was in paper form as the Director was absent from the meeting.

The next item on the agenda was to review and consider approval of Resolution 2017-12; final resolution regarding special assessments on Carefree Court properties. The Administrator explained that the property owners have completed or are near completion of installing their driveways and driveway aprons. Contractor Al Dix Concrete has been gracious and accommodating with regard to allowing this to occur even though it was part of his bid. The matter was discussed briefly. It was noted that Al Dix Concrete is to complete the installation of 4" sidewalks and terrace restoration. J. Ponto made a motion to approve Resolution 2017-12. R. Kirch seconded the motion, and it passed with five (5) ayes and two (2) trustees absent (J. Krueger and B. Sewall).

The next item on the agenda was to review trash and recycling collection route changes. The Administrator reminded the Board of the previous route change discussion in February pending the Village's decision to contract for trash collection or continue its own service. With the decision to continue its own service, the choice to revise the route has several benefits. Residents affected will receive a notice in August, two reminder notices in September and the route change will be effective 10/01/17.

The next item on the agenda was review and consider approval to order trash collection truck to be paid in 2018 Sanitation Budget. The Administrator reviewed one of the quotes for the new trash collection truck. Some of the specifications being considered are: smaller engine, tandem axle, larger capacity hopper, longer collection arm, and rustproofing. The quote received was in the amount of \$245,343; an amount within the cash-on-hand for the sanitation budget. As such, a request was made to pay for the chassis for an estimated amount of \$129,245 in 2017 to avoid \$1400 of storage fees while the hopper is built. The matter was discussed. R. Wulgaert made a motion to move forward with ordering the truck once all the specifications and price is in agreement and to pay for the chassis in 2017. R. Kirch seconded the motion, and it passed unanimously.

The next item on the agenda was to review Darboy Road traffic data as compiled by Outagamie Highway Department. The report was reviewed along with the report from FVMPPD. The data doesn't support resident concerns of frequent high speeds, and the Police Chief and County engineer do not recommend additional controls at the intersection of Darboy Road and First Street. The Administrator was instructed to send the reports to the Darboy Road resident representatives who brought the concern to the Village's attention.

The next item on the agenda was to review and consider approval to apply for loan to finance retirement unfunded liability and reconstruction of Prospect Street from Elm Street to Maes Avenue. The Administrator explained that the cost to do a full-depth replacement of Prospect Street is estimated at \$800,000 for asphalt and \$1,000,000 for concrete. The engineer has recommended an asphalt replacement due to the hillside matters. There is currently \$500,000 in 2016 debt proceeds earmarked for street replacement. Therefore a minimum of \$300,000 would need to be borrowed. The Board of Commissioners of Public Lands interest rate on a 3-5

year loan is 3%; relatively low right now. In addition to borrowing for street replacement, the Board is also considering paying off the unfunded retirement liability that has a balance of about \$223,000. This is a liability that has been accumulating interest for the last 10 years + years at a rate of 7%. The Administrator suggested paying this liability in chunks each year with possible budget surplus amounts instead of committing to the five-year loan payment. The matter was discussed. The Administrator was asked to get estimates of other street projects on which the debt proceeds could be spent so the Board can weigh the options.

The next item on the agenda was to review Annual TID Reports and report on Joint Review Board meeting. The Board reviewed the TID reports, and it was noted that the JRB meetings went smoothly..

Under other business, updates and items for future agendas the Administrator presented a capital projects wish list to be prioritized for 2018 budget.

J. Ponto made a motion to move into closed session per Wis. Stat. 19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive of bargaining reasons require a closed session **AND** per Wis. Stat. 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of public employees of the Village of Combined Locks. R. Wulgaert seconded the motion, and it passed unanimously.

J. Krueger made a motion to reconvene in open session. J. Ponto seconded the motion, and it passed unanimously.

J. Ponto made a motion to continue discussions with Outagamie County Sheriff's Department for a sergeant/investigator position for the Village. R. Kirch seconded the motion, and it passed unanimously.

J. Ponto made a motion to adjourn the meeting. R. Wulgaert seconded the motion, and it passed unanimously.