

VILLAGE BOARD
JANUARY 2, 2018

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

Also in attendance were Village Administrator Racquel Shampo-Giese, Public Works Director Ryan Swick, Sgt. John Schuette, and Judy Hebbe from the Times Villager.

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 the minutes and bills. J. Krueger made a motion to approve the minutes. C. Vander Zanden seconded the motion, and it passed unanimously. B. Sewall made a motion to approve the bills. J. Krueger seconded the motion, and it passed unanimously.

The next item on the agenda was the Administrator Report. December information included: discussion with Buchanan representatives regarding shared fire equipment; hosted the post-Santa tour in the Mark Van Thiel Room – about 24 people participated; tax collections – about 53% of taxes collected; began year-end reports. January information/projects: Get patrol deputies and Sgt. Schuette acclimated to the Village and processes; continue working on year-end reports and schedule annual audit; make the capital purchases as budgeted; meet with Janssen Elementary School Principal to discuss Police needs at the school – introduce Sgt. Schuette; meet with Village Attorney, Sgt. Schuette, and Judge Smits to get matters in-line for County officers to issue municipal fines; prepare W-2's and 1099's; prepare ordinance revisions (well permitting); Planning Commission to meet 1/10 or 1/17 – begin updating the Village's Comprehensive Plan; attending election training for new equipment – participating in mock election.

The next item on the agenda was the Police Report. Monthly reports – calls for service or quarterly – consensus monthly with a year to date and get average; ordinance meeting to get citation writing up and running – may take up to 3 months; made contact with one violator; gate open again Hidden Ridges parking.

The next item on the agenda was the Public Works Department Report. The Director reported the NWS has recorded a total of 8.9 inches of snow fall during the month of December, (21.5 in 2017). The crew used 26.5 tons of salt during the month. We currently have 93 tons of salt on hand in our salt-barn; we had zero water-main breaks during the month of December; trimmed trees at the following streets – Coenen Subdivision, Glenview Ave., Linda, Paul Ct., Parkway Ct.,

Christopher Ct., and Jenny Ct.; crew has been working on reorganizing, painting, and preparing the police wing; snow plowing and removal; prep for 2018 street project on Prospect Street; started gathering data on preparing an Urban forestry tree inventory for the Village: I measured diameter and location of each terrace tree and I am working on the tree species. Other info that will be included are the condition of the tree and date planted if known. Anticipated projects: winter maintenance tasks – snow removal; we will be collecting Christmas trees on 1/3, 1/10 and 2/7; tree trimming; start working on the following reports: HOV, MS4, chemical storage and cross connection.

The next item on the agenda was to discuss and consider approval of mileage rate reimbursement for 2018. IRS rate = \$.545 a .01 increase from 2017. R. Wulgaert made a motion to approve the mileage rate as presented. J. Ponto seconded the motion, and it passed unanimously.

The next item on the agenda was to review and consider approval of costs to update Public Safety wing at the Civic Center. The Administrator explained that additional door key fobs increased the cost \$2000.00 over what was purchased. The matter was discussed. C. Vander Zanden made a motion to approve extra expenses. J. Ponto seconded the motion, and it passed unanimously.

The next item on the agenda was to review and consider approval of replacing telephone/voicemail system. Consensus to forgo new system until complete failure.

Other business, updates and items for future agendas: Spring election ballot order – Tim Stutzman, Ken Vander Wielen, Roger Kirch, and Jim Ponto.

B. Sewall 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 or bargaining reasons require a closed session. J. Krueger seconded the motion, and it passed unanimously. It was noted that no action was expected.

R. Wulgaert made a motion to return to open session and adjourn the meeting. C. Vander Zanden seconded the motion, and it passed unanimously.