

VILLAGE BOARD
FEBRUARY 5, 2019

The Village Board of Combined Locks was called to order by President John Neumeier. Trustees in attendance included: Justin Krueger, Ruth Wulgaert, Tim Stutzman, Jim Ponto, Ken Vander Wielen, and Cathy Vander Zanden.

Also in attendance were Village Administrator Racquel Shampo-Giese, Outagamie County Sheriff's Sergeant John Schuette, Public Works Director Ryan Swick, Fire Chief Darren Doyle, Firefighter/EMR Dave De Nell, Kimberly High School students Cole Brans and Taylor Luxem, and Judy Hebbe of 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 bills and previous month's meeting minutes. J. Ponto made a motion to approve the minutes as presented. R. Wulgaert seconded the motion, and it passed unanimously. J. Krueger made a motion to approve the bills as presented. K. Vander Wielen seconded the motion, and it passed unanimously.

The next item on the agenda was the Public Works Report. The Director's report included information and updates concerning: snowfall, snow plowing, snow removal, salt supply, water main breaks on Park Street, cross connection annual reporting, MS4 reporting, preparations for the utility projects scheduled for the summer, street construction on Martineau Road and DeBruin Road, and bid opening scheduled for 02/06/19 at 3:00pm.

The next item on the agenda was the Police Report. The report included information and updates concerning: January call volume and truck traffic on Prospect Street.

The next item on the agenda was the Administrator Report. The report included information and updates concerning: notices to residents affected by the upcoming utility replacement projects, CE/K intersection meetings, annual audit scheduled for March 6-8, tax collections and settlement checks, joint meeting of Town of Buchanan and Village of Combined Locks regarding CE/K intersection, Open Book scheduled for 04/22/19, Board of Review scheduled for 05/13/19, notice of hearing for the sale of the Mill Farm property and landfills, businesses interested in locating in the Locks Business Park, and Plan Commission meeting scheduled for 02/06 to include initial Centennial Celebration meeting.

The next item on the agenda was to hear the Fire Department's review of 2018. Chief Doyle reported 38 fire calls (5 in Buchanan, 3 in Kimberly and 30 in Combined Locks). Five of the calls were labeled structure fires and all but one were not significant. The Chief reported that the auto-aid agreement with the Town of Buchanan is working out extremely well. It is reassuring to know that all calls have two trucks and adequate staffing responding. The EMR group covered 154 medical calls of which

many involved the elderly and falls. The median response time for a medical call is six minutes. Buchanan and Combined Locks are currently using dual-dispatch for medical calls from 6:00am to 6:00pm to help with daytime staffing issues. For 2019 to date, there have been 39 medical calls EMR has responded to. It is about a 50/50 split between the two communities. Another joint effort happening between the two departments is that Buchanan's Fire Inspectors are performing fire inspections for Combined Locks non-residential properties, and the Village's mechanic is performing service for Buchanan's trucks. The Chief reported that the new service truck has been ordered, but it will be several months before it is completely outfitted and ready for service. He is being diligent about saving money on the vehicle wherever possible, including having the mechanic install as much of the equipment as possible and purchasing the add-ons through Black Friday sales. It has already saved \$1000. The Chief reported some challenges to the department including retention of firefighters and first responders and new state regulations and requirements for training. In order to meet the training requirements head-on, Firefighter/EMR Dave De Nell has agreed to go through the proper training to become an instructor. He will then be able to provide the necessary training for new firefighters hired after 01/01/19. The Department recently passed an ISO audit, and its rating was decreased. This is good news for the Department, and Chief Doyle explained that the auto-aid agreement with Buchanan played a large part of this rating success. Chief Doyle expressed his appreciation to his "phenomenal" staff for their dedication and service.

The next item on the agenda was to hear a request and consider approval for the Fire Department to implement an Explorer Program. Firefighter De Nell reviewed the Explorer Program with the trustees. He explained that this is a coordinated project through Boy Scouts of America and explained the need to get youth involved and interested in services like emergency responders, firefighters, police officers, and paramedics. Both Buchanan and Combined Locks Fire Departments would participate in the program and recruiting will start at the Kimberly High School. It was noted that students from other high schools will also be invited. Students must be at least 14 years old and have completed the eighth grade. The initial start-up cost is between \$250 and \$450. The matter was discussed. T. Stutzman made a motion to implement the Explorer Program and provide the start-up funds. K. Vander Wielen seconded the motion, and it passed unanimously.

The next item on the agenda was to review and consider implementation of a vaping ordinance. The matter was initiated by one of the trustees and discussion included prohibiting vaping in the workplace and/or updating the smoking ordinance to prohibit e-cigarette devices being in the possession of minors. The matter was discussed. The Administrator was instructed to check with additional neighboring communities and get copies of their ordinances, if they exist.

The next item on the agenda was to review and consider approval to install "Use of Compression Brakes Prohibited Within Village Limits" signs. The Administrator explained that with the increase in truck traffic to and from Midwest Paper Group, several residents have complained about the truck drivers using compression brakes. The noise shakes their homes. The matter was discussed. It was noted that there is already an ordinance in place but no signs. J. Ponto made a motion to approve

the purchase and installation of the signs. C. Vander Zanden seconded the motion, and it passed unanimously.

The next item on the agenda was to discuss the need for sidewalks on Martineau Road in the Locks Business Park. The Administrator explained that the original plat for the business park does not include sidewalks. The matter was discussed. The consensus of Board opinion was to include sidewalks to accommodate pedestrians, future walking trails and to keep the area aesthetically appealing.

The next item on the agenda was to consider approval of an operator's license for B. Kurkowski. It was noted that the background check had been completed, and the Police have recommended approval of the license. J. Ponto made a motion to approve the license. T. Stutzman seconded the motion, and it passed unanimously.

In other general business and updates, the Board reviewed a letter regarding the Heart of the Valley Metropolitan Sewer District's interceptor update, scheduled interviews for Sergeant Schuette's replacement, discussed any interest in write-in candidates, and briefly reviewed the CE corridor traffic study provided by RA Smith.

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 or bargaining reasons require a closed session. J. Krueger seconded the motion, and it passed unanimously. It was noted that action was not expected after closed session.

J. Krueger made a motion to move into open session. T. Stutzman seconded the motion, and it passed unanimously.

T. Stutzman made a motion to adjourn the meeting. C. Vander Zanden seconded the motion, and it passed unanimously.