

VILLAGE BOARD  
NOVEMBER 5, 2019

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

Also in attendance were Village Administrator Racquel Shampo-Giese, Public Works Director Ryan Swick, Court Clerk Deb Casper, several residents, and Judy Hebbe of the Times Villager.

The first item on the agenda was for public comment for matters not on the agenda. Resident Dennis Jansen asked the Board what happened to the bridge on the trails. Public Works Director explained that the July storm caused trees to fall into the creek and dam up under the bridge. The stress from the dam caused the bridge supports to buckle and break. The Public Works Director also explained that the bridge is inspected and small repairs are made each year, as well as debris removed before it dams up to cause these problems. We lost the battle with the July storm. Resident Karen Mueller cited information she received regarding EMF readings at Kaukauna Utilities substation. She believes the readings are at a level that is dangerous and wants the Village to review the readings and do something about it. President Neumeier asked Karen to bring her information to the Clerk's office so that it can be photocopied and reviewed.

The next item on the agenda was to review and consider approval of the bills and previous month's meeting minutes. J. Krueger made a motion to approve the minutes. K. Vander Wielen seconded the motion, and it passed unanimously. T. Stutzman made a motion to approve the bills as presented. J. Ponto seconded the motion, and it passed unanimously.

The next item on the agenda was the Administrator Report. The report included information and updates concerning: disaster aid documentation for FEMA, future erosion/storm water projects, tax roll and special assessment preparations, researching municipal court options, finalizing tax rates, attending election training, notifications to Ruys Woods property owners regarding upcoming street installation process, and budget work.

The next item on the agenda was the Public Works Report. The Director's report included information and updates concerning: street sweeping tonnage, yard waste tonnage, storm water illicit discharge field screening, winter equipment preparations, leaf collection, manhole scanning, budget preparations, and FEMA documentation.

The next item on the agenda was the Police Report. A report was not provided as Sgt. Van Handel was out of the country.

The next item on the agenda was to review and consider approval to maintain or dissolve Combined Locks Municipal Court. President Neumeier reviewed the information received over the past few

months regarding dissolving municipal court or using Outagamie County Circuit Court. The public was invited to offer opinions and discussion included: this matter should be a referendum to get public opinion, people like small town atmosphere that municipal court offers, municipal court offers creative options for people to pay their fines or do community service, 90% of violators are not Combined Locks residents, why should Combined Locks taxpayers subsidize non-residents fines so that they do not need to go to downtown Appleton, and the County is also as compassionate and creative in working with offenders. J. Ponto made a motion to move forward with abolishing the Combined Locks Municipal Court. J. Krueger seconded the motion, and it passed unanimously with a roll call vote. The Administrator explained that an ordinance to abolish the court would be presented for a vote at the next meeting.

The next item on the agenda was to review and consider a recommendation from the Plan Commission to hire SEH for parks planning. Trustee Vander Zanden explained that McMahon Associates and SEH representatives each made a presentation to the Plan Commission for parks planning. The overall opinion and recommendation from Plan Commission is to hire SEH. Although the price is higher, Plan Commission members felt that SEH's presentation showed how they will tailor the parks planning to our community more so than McMahon Associates might be able. The matter was discussed. T. Stutzman made a motion to hire SEH for parks planning as recommended by the Plan Commission. K. Vander Wielen seconded the motion, and it passed unanimously.

The next item on the agenda was to review and consider Resolution 2019-17 regarding borrowing \$1 million from the Board of Commissioners of Public Lands to reimburse fund balance for DeBruin Road and Martineau Road construction and for construction of new roads in Ruys Woods Subdivision. The Administrator reminded the Board members of their approval to move forward with this borrowing but to wait until the interest rate was decreased. The interest rate for a loan term of up to 20 years recently dropped from 4.00% to 3.75%. The Administrator noted that the estimated yearly debt payment for this borrowing is \$77,236 beginning in March 2021 and also reviewed the entire debt structure for the Village. Because other debt payments are being reduced, the addition of this debt payment will not have a significant effect on the tax rate. The matter was discussed. J. Krueger made a motion to approve Resolution 2019-17 as presented. T. Stutzman seconded the motion, and it passed unanimously with a roll call vote.

The next item on the agenda was to review the proposed 2020 Storm Water Fund Budget. The Administrator reviewed the proposed budget with the trustees. She noted that the projected expenses call for an increase in the ERU rate. The last increase was in 2017 when it increased from \$118 to \$120 per ERU. The matter was discussed. The consensus of Board opinion was to move forward with the budget as drafted.

The next item on the agenda was to review and consider Resolution 2019-18 regarding the ERU rate for storm water management. The proposed resolution increases the ERU rate from \$120 to \$130 and will support the proposed storm water fund budget. J. Krueger made a motion to approve

Resolution 2019-18 as presented. K. Vander Wielen seconded the motion, and it passed unanimously.

The next item on the agenda was to review and consider the proposed 2020 Solid Waste (Refuse) Fund Budget. The Administrator reviewed the proposed budget with the trustees. She noted that the projected expenses call for an increase in the collection fee. The matter was discussed. The consensus of Board opinion was to move forward with the budget as drafted.

The next item on the agenda was to review and consider Resolution 2019-19 regarding the collection fee for refuse collection. The proposed resolution increases the 64-gallon cart fee from \$100 to \$110 and the 96-gallon cart fee from \$147 to \$157. The matter was discussed. T. Stutzman made a motion to approve Resolution 2019-19 as presented. C. Vander Zanden seconded the motion, and it passed with six (6) ayes and one (1) nay – J. Ponto.

The next item on the agenda was to review the proposed 2020 General Fund Budget. The Administrator explained that there is enough wiggle room in the 2020 budget to levy less than the maximum allowed through the levy limit rule. Due to the increase in special fund fees, the Village Board chose to set the levy at the 2019 levy plus the \$500 levy amount transferred from Outagamie County to the Village for outdoor warning siren maintenance. This will result in a reduced mil rate for the local portion of the full tax rate. The proposed budget revenues and expenses were then reviewed in detail. It was noted that the capital expenditures total \$1,645,056, which is roughly \$132,000 more than the levy itself. The capital expenditures include amounts for future purchases of equipment, future projects, a new dump truck with plow, new computers, traffic lights at Wallace Street and CTH N, a fire and ems service study, technical assistance for comprehensive plan updates, and extrication equipment for the Fire Department. Some minor changes were made to some of the revenue and expense accounts, and the public hearing to adopt the budget is scheduled for 11/19/19.

In other general business, the Administrator reminded Trustee Ponto, Trustee Stutzman, and Trustee Vander Wielen that their terms are expiring in April 2020. Candidacy paperwork will be ready by 12/01/19 for those considering running for election. Anyone not running for election will need to file a declaration of non-candidacy by 12/27/19. Trustee Krueger provided information regarding the County's sales tax to be effective 01/01/20 with a portion of the sales tax revenue being distributed to Outagamie County municipalities and school districts based on equalized value, population and road miles. The Administrator also provided a copy of a letter from AG Lamers Development asking for reimbursement of additional excavation expenses due to utilities being marked in error.

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

Village Board