

VILLAGE BOARD  
OCTOBER 1, 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, Sergeant Tyler Van Handel, Public Works Director Ryan Swick, Fire Chief Darren Doyle, DPW employees Tim Mulry and Keith Weyenberg, Judge Smits and Court Clerk Casper, several residents, KHS students, Chad Shea of Riverview Ridge Development, and Judy Hebbe of the Times Villager.

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

The next item on the agenda was to recognize Tim Mulry for 40 years of service and congratulate him on his retirement. President Neumeier applauded Tim for his big heart and for leaving a big impression on the community and wished him a long, healthy and happy retirement. Tim thanked the Board for the opportunity to be blessed with such a great job for 40 years, and reminded the audience that it's the people of the Village who make it what it is.

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. C. Vander Zanden seconded the motion, and it passed unanimously. B. Schinke made a motion to approve the bills as presented. J. Krueger 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: street sweeping tonnage, yard waste tonnage, sidewalk grinding and replacement, storm water illicit discharge field screening, new manhole and hillside grading at DPW garage, hydrant flushing, leaf collection preparations, manhole scanning, budget preparations, and uni-directional hydrant flushing.

The next item on the agenda was the Police Report. The report included information and updates concerning: monthly and year-to-date activity report, walk to school event for Janssen Elementary school students, juvenile incidents at Blaese Park, juvenile incident in Hidden Ridges Subdivision, new Sexting Diversion Program, traffic enforcement statistics on CTH CE, deputy assignments for 2020, deputy training, and an extended leave for Sgt. Van Handel.

The next item on the agenda was the Administrator Report. The report included information and updates concerning: disaster aid documentation and FEMA reimbursement, Riverview Ridge development, server migration, five and ten year capital equipment replacement and infrastructure

replacement plans, interviews for engineering firms for parks planning, storm water projects, special assessment and tax roll process, and work on 2020 budgets.

The next item on the agenda was a presentation from the Municipal Court Judge and Municipal Court Clerk. Judge Smits addressed the Board with his concerns about the possibility of abolishing the Combined Locks Municipal Court. He believes that keeping the municipal court is worthwhile because he works with people to find a fair penalty; court is held in the evening to accommodate folks who work during the day; people don't have to drive to downtown Appleton for court; and he works well with juveniles and their parents on juvenile violations. Court Clerk Casper explained that she attends annual conferences that cover many topics, including court safety and self-defense. She uses the State Debt Program to collect old, unpaid fines and feels that Judge Smits goes out of his way to work with juvenile offenders. The matter was discussed. Additional comments about higher fine amounts at County Court, potential to combine courts and staffing of combined courts were made and discussed. President Neumeier explained that the Board will continue to gather information about maintaining municipal court or dissolving it and having citations handled through the county court commissioner and will keep the judge and court clerk apprised of the situation moving forward.

The next item on the agenda was to hear a concept plan for a Planned Unit Development on vacant land north and east of the Villas of Combined Locks and provide direction to the developer. Chad Shea of Riverview Ridge Development provided an overview of the concept plan and reported on the Plan Commission's recommendation to prepare a preliminary plat to include sidewalks on the west side of the public street serving this proposed development, reduced minimum setbacks and a street right-of-way of 45' with a street width of 28'. It was noted that the Village would likely prohibit parking on one side of this proposed street. Public Works and Fire Department representatives do not have any concerns about service to the development. The consensus of Board opinion was for the developer to move forward with a preliminary plat with the conditions recommended by Plan Commission.

The next item on the agenda was to review an email from HOV Metropolitan Sewerage District regarding inflow and infiltration and consider approval to spend additional sanitary sewer funds for manhole repairs. The Administrator reminded the Board of the extreme rain events that occurred in September and further explained the need to investigate other potential inflow and infiltration sources besides sanitary sewer mains and laterals that have been the focus for the last 15 years. The word from HOVMSD President Casper is that all the member communities are experiencing deterioration instead of improvement with regard to I & I. DPW employee Keith Weyenberg then provided information about the manhole scanning technology that began this year. Instead of taking pictures from the top of the manholes, the scanning technology gives a complete 360 degree look at the manhole from top to bottom. The 2019 budget included \$12,250 to inspect manholes and \$25,000 to repair them. Nine (9) manholes were identified as needing rehabilitation immediately to within five (5) years. Keith Weyenberg identified six (6) of the nine (9) for rehabilitation within the \$25,000 budgeted but noted that more money should be spent to determine if deteriorating

manholes are the main cause of the I & I versus mains and laterals. The Administrator explained that \$96,000 is expected to be the net revenue for the 2019 sanitary sewer budget. She asked for permission to spend that amount on manhole scanning and rehabilitation. The matter was discussed. The consensus of Board opinion was to allow the \$96,000 to be spent on additional manhole scanning and rehabilitation as it appears that these manhole projects are the future I & I projects.

The next item on the agenda was to consider approval of request for Board of Commissioners of Public Lands loan for new street installation. The Administrator reminded the Board of the discussion at the 08/06/19 meeting when the debt schedule was reviewed. She explained that this \$1,000,000.00 loan is for DeBruin Road (from Martineau Road north to CTH CE), the first section (easterly) of Martineau Road, and Ruys Woods Subdivision. The annual debt payment for this 20-year loan at 3.75% interest is estimated at \$77,236. She also reminded the Board that roughly \$420,000 will be assessed back to the property owners in Ruys Woods Subdivision. T. Stutzman made a motion to make application to the Board of Commissioners of Public Lands for a \$1,000,000.00 loan for 20 years at 3.75% interest. K. Vander Wielen seconded the motion, and it passed unanimously.

In other general business and updates, the Administrator reminded the trustees that the Plan Commission will be interviewing two engineering firms for help with parks planning on 10/16/19 and asked for any interview questions to be emailed to her by 10/04/19.

J. Ponto made a motion to move into closed session 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 and per Wis. Stat. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. B. Schinke seconded the motion, and it passed unanimously. J. Krueger seconded the motion, and it passed unanimously.

T. Stutzman made a motion to return to open session. C. Vander Zanden seconded the motion, and it passed unanimously.

J. Ponto made a motion to budget \$10,000 to participate in a Fire Services Study with the Village of Harrison and Town of Buchanan. T. Stutzman seconded the motion, and it passed unanimously.

C. Vander Zanden made a motion to draft TID 3 Developer Agreements using over-performance as the criteria for incentives. J. Ponto seconded the motion, and it passed unanimously.

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