



MINUTES OF THE VILLAGE BOARD MEETING

DATE: Tuesday, January 7, 2020

TIME: 6:30pm

LOCATION: Combined Locks Civic Center
Council Chambers, 405 Wallace Street

MINUTES

- A. Call to order:** Meeting called to order by President Neumeier at 6:30pm
- B. Pledge of Allegiance:** Pledge recited
- C. Roll call:** Board members present – Neumeier, Stutzman, Schinke, Krueger, Ponto, Vander Zanden, and VanderWielen (via telephone). Village staff present – Village Administrator Shampo-Giese, Public Works Director Swick, Outagamie County Sheriff's Office Sergeant Van Handel, Fire Chief Doyle, and Judy Hebbe of the Times Villager
- 1. Public comment for matters not on the agenda:** No comments were received
- 2. Review and consider approval of minutes & bills:** J. Ponto made a motion to approve the minutes as presented. C. Vander Zanden seconded the motion, and it passed unanimously. T. Stutzman made a motion to approve the bills as presented. B. Schinke seconded the motion, and it passed unanimously.
- 3. Administrator, Police (LES) & Public Works Director Reports:**
- The Administrator's report included information and updates concerning: FEMA grant reimbursement, tax collections to date, year-end financial documents, updated registration forms for the Recreation Department saving \$700, potential to receive a special exception/conditional use request from new owners of the landfills, February primary election preparations, Plan Commission's work with parks planning, and a request for a joint meeting with Harrison, Buchanan and Combined Locks to talk about the Joint Fire/EMS Study.
- The Police report included information and updates concerning: December incident statistics, newly assigned Deputies, vacation checks, overnight parking, joint School Resource Officers meetings, adopt-a-family and secret Santa activities, donated autism sensory response bags, and a meeting with the Deputies and Administrators.
- The Public Works Director's report included information and updates concerning: snowfall amounts, plowing and snow removal, salt usage and salt supply, preparing for manhole inspections in low-lying areas, tree pruning, installation of utilities in Riverview Ridge Subdivision, pothole patching, Christmas tree collection, and annual reports for cross connection inspections, MS4 and chemical storage.
- 4. Review and consider approval of mileage rate reimbursement for 2020:** The Administrator reviewed the proposed mileage reimbursement rate for 2020, which is equal to the rate the IRS sets each year. C. Vander Zanden made a motion to set the 2020 mileage reimbursement rate at \$.575 cents per mile to match the IRS rate. J. Ponto seconded the motion, and it passed unanimously.
- 5. Review and consider approval of Resolution 2020-1; a resolution recognizing and proclaiming Adult Crossing Guard Recognition Week:** The Administrator read proposed Resolution 2020-1 recognizing Adult Crossing Guards in Combined Locks and across the state. B. Schinke made a motion to approve Resolution 2020-1 as presented. J. Krueger seconded the motion, and it passed unanimously.

- 6. Review and consider approval of Resolution 2020-2; a resolution to approve borrowing \$1,000,000 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 the Ruys Woods Subdivision (note: this resolution corrects an error and overrides Resolution 2019-17 that was approved 11/05/19):** The Administrator explained that the verbiage the Board of Commissioners of Public Lands needs in our borrowing resolution was not exactly as the BCPL requires and the documents were therefore rejected. Resolution 2020-2 now reflects the required verbiage. It was noted that this is not a request for an additional \$1,000,000 in borrowing. C. Vander Zanden made a motion to approve Resolution 2020-2 as presented. J. Ponto seconded the motion, and it passed unanimously with a roll call vote.
- 7. Hear update of Fire/EMS Study RFP responses:** The Administrator reported that five (5) proposals have been received and reviewed the timeframe for RFP scores, firm interviews, study begin date, expected receipt of draft date, review of study with elected bodies, and possible implementation plan.
- 8. Review and consider approval of operator license for H. Schulz:** The Administrator explained that the background check had been performed on the applicant and no violations significantly related to serving alcohol were discovered. T. Stutzman made a motion to approve the operator license for H. Schulz. J. Krueger seconded the motion, and it passed unanimously.
- 9. Other business and updates**
 - a) Spring election candidate update and ballot order:** Kari Bern, Jim Ponto, Ken Vander Wielen, Ken Kempen, Mike Rietveld, Tim Stutzman
 - b) Review email from DNR regarding lead & copper monitoring:** The email outlined the pending requirements for municipal water service providers to inventory all residential households it serves to identify the type of plumbing each property has (copper, lead, other). More information will be provided as it is received from the WI DNR.
- 10. Consider 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. *Salary and wage review:*** J. Ponto made a motion to move into closed session. J. Krueger seconded the motion, and it passed unanimously.
- 11. Reconvene to open session with possible action on closed session matters:** T. Stutzman made a motion to move back into closed session. B. Schinke seconded the motion, and it passed unanimously. T. Stutzman made a motion to adjust the wage rate to \$28.15 per hour for the Utilities Specialist/Lead Operator position and adjust the wage rate to \$20.00 per hour for the Deputy Clerk Treasurer effective 01/01/2020. C. Vander Zanden seconded the motion, and it passed unanimously.
- 12. Adjourn:** J. Ponto made a motion to adjourn the meeting at 8:50pm. B. Schinke seconded the motion, and it passed unanimously.