



MINUTES OF THE VILLAGE BOARD MEETING

DATE: Tuesday, February 4, 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, Judy Hebbe of the Times Villager. Residents present – Mike Rietveld

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. C. Vander Zanden 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 Public Works Director's report included information and updates concerning: snowfall and rain amounts, plowing and snow removal, salt usage and salt supply, water main breaks – 5 in January, completion of the Tier II Emergency Management Report, cleaning and televising of manholes in low-lying areas, tree pruning, repairing and repainting picnic tables, and prepping for the Ruys Woods Subdivision street construction.

The Administrator's report included information and updates concerning: tax collections and settlements, joint meeting with Harrison and Buchanan regarding the Fire/EMS Study scheduled for 02/27 at 7:00pm in -Buchanan, year-end reporting, traffic lights at CTH N and Wallace Street, 2019 financial audit, ordinance updates for Planned Unit Development, Centennial Celebration planning, in-person absentee voting, a meeting with the Outagamie County Deputies assigned to the Buchanan/Combined Locks contract, and the status of Outagamie County's option of leaving East Central Regional Planning Commission.

The Police report was not given as Sgt. Van Handel was out on medical leave.

4. Hear information received from Imagine Fox Cities: The Administrator reviewed some of the information received from the Imagine Fox Cities Community Presentation that was held on 01/22/20. Imagine Fox Cities "aims to advance the well-being of our place and the well-being of our people". The Administrator shared a piece of information she thought was important. Through survey results, Imagine Fox Cities coordinators found that in the Fox Cities, 59% of people are thriving, 32% are struggling and 9% are suffering. The national average for folks who are suffering is 3%. These are the types of statistics the coordinators hope municipal leaders keep in mind when considering services and projects to provide to their residents. The matter was discussed. The Administrator invited the trustees to visit www.imaginefoxcities.com to review the information being shared.

5. Hear update regarding Fire/EMS Study: The Administrator reported that five (5) RFPs had been received

and scored. 4 of the 5 firms have been invited to interview with the Administrators and Fire Chiefs on 02/12/20. The firms are from Virginia, Massachusetts, Illinois, and Wisconsin, and the estimated costs of the study range from \$28,400 to \$60,000. It is expected that a choice of which firm to hire will be made on 02/12/20 and be presented to the joint governing boards at the 02/27/20 meeting.

- 6. Hear information regarding status of WI DOT grand applications for State Street Reconstruction and Locks Business Park Recreational Trail:** The Administrator reminded the trustees of the Village's grant applications. She also provided some information regarding the number of applications made to the DOT and the dollar value of those applications. 1,596 applications were made with a value of \$1,466,370,391. Grant recipients should be notified by the end of February.
- 7. Review current Planned Unit Development ordinance and recommend changes:** The Administrator provided copies of the current PUD ordinance and the PUD ordinances from Kimberly and Little Chute. She reminded the Board of a previous discussion outlining some needed changes to our outdated version. She asked for trustees to provide their opinions as to what language to include and what language to delete for the updated version. It was noted that Kimberly's version includes language for residential, commercial and industrial PUD, which could be extremely helpful to have in place.
- 8. Review information regarding job vacancy and plans for filling the vacancy:** The Administrator explained that our Administrative Assistant has taken a full-time job, and her last day is the end of February. The trustees reviewed the job posting which will be sent to the Times Villager, WMCA, League of Wisconsin Municipalities, and Fox Valley Technical College. The hope is to have the position filled by 03/02/20.
- 9. Other business and updates**
 - a) Public Input Meeting Reminder:** The Public Input Meeting for parks planning (Van Zeeland and Lindberg) is scheduled for 6:00pm on Thursday, February 6th in the Mark Van Thiel Room at the Combined Locks Civic Center.
 - b) Potential meeting date change for April 2020:** The Village President explained that the 04/07/20 meeting is tentatively canceled due to the expected voter turnout at the Spring Election and the Administrator/Clerk's limited availability during the election. At this time, the plan is to have one meeting in April on 04/21/2020.
- 10. Adjourn:** T. Stutzman made a motion to adjourn the meeting at 7:30pm. B. Schinke seconded the motion, and it passed unanimously.