MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, January 19, 2021
TIME: 6:30pm
LOCATION: Combined Locks Civic Center
Council Chambers, 405 Wallace Street

MINUTES

A. Call to order: Meeting called to order by Village President Neumeier at 6:30pm

B. Pledge of Allegiance: Pledge recited

C. Roll call: Board members present – Neumeier, Vander Zanden, Rietveld, Krueger, Schinke, and Stutzman. Board members absent – None. Village staff present – Public Works Director Swick. Also present – resident Jim Ponto and Judy Hebbe of the Times Villager.

1. **Public comment for matters not on the agenda:** None

2. **Review and consider approval of Resolution 2021-2; a preliminary resolution notifying the public of the Village's intent to assess costs of sanitary sewer reconstruction on Steven Street and the 200 block of Jean Street:** President Neumeier explained that this is the preliminary resolution required to notify the public of the Village's intent to issue special assessments for public improvements. B. Schinke made a motion to approve Resolution 2021-2 as presented. M. Rietveld seconded the motion, and it passed unanimously.

3. **Review and consider approval of Annexation Ordinance 1A Series of 2021; CTH HH and CTH N road remnants:** President Neumeier reviewed the annexation ordinance with the trustees and explained that the legal descriptions had to be updated to include County roadway to the center line. This omitted legal description was discovered while updating the Village's corporate boundaries. T. Stutzman made a motion to adopt Annexation Ordinance 1A Series of 2021 as presented. C. Vander Zanden seconded the motion, and it passed unanimously.

4. **Discuss possible appointees to fill vacant trustee seat; make appointment if appropriate:** President Neumeier reminded the trustees of Ken Vander Wielen's resignation. He also recommended Jim Ponto to be appointed to the vacant seat. Jim has previously served as a trustee and received the fourth highest number of votes in the 2020 Spring Election. The matter was discussed. T. Stutzman made a motion to appoint Jim Ponto to the vacant trustee seat. J. Krueger seconded the motion, and it passed unanimously

5. **Review and consider approval of updated snow and weed removal policy and billing:** A recommendation from staff has been made to increase the charge for Village personnel to remove snow from private properties whose owners fail to remove snow from the sidewalks within 48 hours of a snowfall. The recommendation is to have staff do the work on overtime hours and bill for the labor, equipment use and on a lineal foot rate. The minimum charge would be $160.00 as compared to $75.00 in previous years. The matter was discussed. T. Stutzman made a motion to update the snow removal and billing policy as recommended. M. Rietveld seconded the motion, and it passed unanimously.

6. **Review and consider approval of updated mailbox damage reimbursement policy:** A recommendation from staff has been made to increase the maximum reimbursement for mailbox damage due to snow removal practices from $50.00 to $75.00 as it reflects today's actual costs. The matter was discussed. B. Schinke made a motion to revise the mailbox reimbursement policy as recommended. C. Vander Zanden seconded the motion, and it passed unanimously.

7. **Other business, updates and items for future agendas:**
   a) Statewide primary election 02/16/21

8. **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.** *General performance evaluation data.* **No action is anticipated.** C. Vander Zanden made a motion to move into closed session. M. Rietveld seconded the motion, and it passed unanimously.

9. **Consider motion to return to open session:** T. Stutzman made a motion to return to open session. J. Krueger seconded the motion, and it passed unanimously.

10. **Adjourn:** J. Krueger made a motion to adjourn the meeting. B. Schinke seconded the motion, and it passed unanimously.