

VILLAGE BOARD
AUGUST 6, 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, Lieutenant Ryan Carpenter, Deputy Lee, Attorney Ashley Lechocky, residents Ken Kempen, Angela Kempen, Michael Wadel, Todd Finch, and Judy Hebbe of the Times Villager.

The first item on the agenda was for public comment for matters not on the agenda. The residents in attendance voiced concerns about the sub-contractor doing the utility work in and in front of their homes on Park Street. They are dissatisfied with the communication and workmanship. Public Works Director was instructed to meet with the property owners to see the workmanship first-hand and to also schedule a meeting with the property owners, general contractor and sub-contractor to find solutions to the problems.

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 with one change with regard to who seconded a motion at the 07/02/19 meeting. C. Vander Zanden seconded the motion, and it passed unanimously. J. Krueger 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: speed limit reduction on CTH CE, storm water pond capacity/quality study, liquor licensing completion, 2020 Sheriff's Office budget with regard to contract, insurance claim, disaster aid documentation, public hearing for Kaukauna Utilities sub-station, audit review scheduled for 08/20/19 meeting, and work on 2020 budgets.

The next item on the agenda was the Police Report. The report included information and updates concerning: monthly and year-to-date report, CTH CE speed limit reduction, July storm response and clean up, stray dog/cat impoundment, and the latest Public Safety Day and Children's Carnival.

The next item on the agenda was the Public Works Report. The Director's report included information and updates concerning: July storm clean up, utility projects, street construction projects, parking lot seal coating, and gratitude to multiple other municipalities and Tom Van Handel Corporation for donations of equipment and some manpower to help with storm cleanup efforts.

The next item on the agenda was to review and consider approval to repeal and recreate Ordinance Section 13-1-222 through 13-1-223 regarding Certificate of Occupancy and Certificate of

Appropriateness. The Administrator reminded the Board that these ordinances give the Plan Commission and Village Board authority to decide what types of businesses locate in the Locks Business Park. It also gives them authority to approve or deny façade changes in order to maintain the integrity of the business park. The proposed changes were discussed. T. Stutzman made a motion to repeal and recreate Ordinance Section 13-1-222 through 13-1-223 as presented. K. Vander Wielen seconded the motion, and it passed unanimously.

The next item on the agenda was to review the annual TID reports and activities for 2018 and report of the Joint Review Board meetings. The Administrator reviewed the annual reports for TID #1 and TID #2 with the Board. In general, there has not been any significant activity in either TID. This has led to the closure of TID #1 and creation of new TID #3 in its place, and the Administrator and a couple of trustees met with Midwest Paper Group representatives to discuss TID #2. There is a good possibility the Village will pursue the closure of TID #2 as the overall feel from the mill representatives is that they will not use this mechanism to fund any future improvements. The matter was discussed briefly.

The next item on the agenda was to review the Village's debt schedule and an option to finance Phase 1 of DeBruin Road and Martineau Road. The Administrator reviewed the Village's debt payments as they are through the year 2035. She noted that the annual debt payments dropped \$108,770 between 2018 and 2019. These payments will decrease another \$40,797 between 2019 and 2020 and continue to decrease for the next 15 years. The main reason to look at this trend is because the Village needs to borrow funds to pay for Phase 1 of DeBruin Road and Martineau Road in the amount of \$555,167. The Village must also consider installing the permanent streets, curb and gutter, sidewalks, and driveway aprons in the Ruys Woods Subdivision. That estimated cost is \$420,000. The estimated amount of new debt for these projects is just under \$1,000,000. A 20-year loan through the Board of Commissioners of Public Lands (State Trust Fund Loan Program) has an annual payment of \$77,236. With the estimated \$40,000 of reduced debt payments on the other loans and some reduced capital and operating expenditures, this loan should have little impact on the tax rate. The Administrator also reminded the Board that Outagamie County will most likely include traffic signals at Wallace Street and CTH N with their 2020 budget. The Village's portion of the estimated \$300,000 cost is \$100,000. The Village can choose to either pay this from reserve funds or include it with the proposed loan. The matter was discussed. It was noted that the current interest rate is 4.00% on this proposed loan. The Administrator was instructed to watch the interest rates over the next month and present the loan request documents for consideration at a future meeting.

The next item on the agenda was to review and consider approval of an operator license. It was noted that a background check was performed for C. Stephenson, and denial of the license has been recommended by Sgt. Van Handel. J. Krueger made a motion to deny the operator license. C. Vander Zanden seconded the motion, and it passed unanimously.

In other general business and updates, the Administrator reminded the trustees about rummage sale scheduled for 09-21-19. This will be in conjunction with Town of Buchanan and Village of Kimberly.

Residents are invited to contact the Times Villager to place their advertisement. The Administrator also reported that Kaukauna Utilities has applied for a Special Exception to locate the expanded sub-station on Janssen Street, which is zoned Residential Neighborhood Conservancy. The public hearing is scheduled for 08/15/19 at 6:00pm with the Plan Commission. Trustee Ponto shared a flyer announcing Paperfest/Combined Locks Centennial 2020 that he received when he participated in the 2019 Bike to the Beat, and Trustee Vander Zanden announced that Midwest Paper Group is excited to be part of the Centennial Celebration by allowing and hosting a short tour of its facilities as part of the trolley tour being offered.

T. Stutzman made a motion to move into closed session per Wis. Stat. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. J. Ponto seconded the motion, and it passed unanimously. No action was expected.

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

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