



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, May 17, 2022

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, Stutzman, Schinke, Rietveld, Ponto, and Vander Zanden. Board members absent – Krueger. Village staff present – Administrator Shampo-Giese. Others present – Karen Menting, Roland Coonen and Chad Shea.
- 1. Public comment for matters not on the agenda:** Mrs. Karen Menting asked a few questions of the trustees and staff: 1) Additional sweeping of Prospect/State Streets in the 500 block of Prospect Street as the mill's trucks bring a lot of dust out of the parking lot. 2) Install electronic sign board to notify residents of meetings so more will attend. 3) More attention to Lindberg Park - prune the trees over the Lindberg Park playground because it is so dark, install the tennis court net, and remove the barricades on the driveway. Staff and trustees reminded Mrs. Menting that the Public Works Director reported on 05/03/22 that the 500 block of Prospect Street is swept a minimum of twice as much as the other streets in the Village. The electronic sign board is still on the wish list for capital purchases but other purchases have been prioritized over the last three budget years. The tennis court nets are on the "to do" list for spring and will be installed soon. It was noted that one of the qualities that attracts people to Lindberg Park playground is that it is shady, but DPW staff will look at the appropriateness of pruning some limbs.
- 2. Review and consider approval of a Special Exception request from Six Amigos, LLC for a restaurant with a drive thru on Lot 3 in the Locks Business Park as recommended by Plan Commission:** Trustee and Plan Commission member Vander Zanden reviewed the special exception with the trustees. She noted a couple of changes to the proposed site plan from the original that the trustees saw: 1) the building is placed further north and without parking on the north side of it, 2) the grassy area inside the drive thru lane could be used for outdoor seating, 3) the owner has yet to determine the location of the enclosed garbage/recycling containers. Developer and neighboring property owner, Roland Coonen, expressed his support for this special exception noting that he believes it will attract additional businesses. Trustee Vander Zanden reported that the Plan Commission voted unanimously to approve the special exception for a drive thru on lot 3 of the Locks Business Park. J. Ponto made a motion to approve the special exception as presented and as per the Plan Commission's recommendation. T. Stutzman seconded the motion, and it passed unanimously.
- 3. Review and consider approval of a final plat for Riverview Ridge Place Planned Unit Development:** Mr. Chad Shea reviewed the final plat for Riverview Ridge Place. He noted that the Village's engineer and staff requested a few changes, and those changes have been made and are shown on the final plat. He also noted that Outagamie County Planning and Zoning is requiring a different street name for Farmhouse Lane where it turns east for about 120 feet. Recommendations for that street name are welcome. The Administrator

noted that Bob Givens of Westwood reviewed the plat on behalf of the Village, and he has recommended approval of it. The matter was discussed. T. Stutzman made a motion to approve the final plat. B. Schinke seconded the motion, and it passed unanimously.

4. **Review and consider approval of revised Special Event Permit and Fee:** The Administrator reviewed the permit application and noted that her recommendation is to set the fee at \$50.00. The matter was discussed. M. Rietveld made a motion to approve the special event permit and fee as presented. C. Vander Zanden seconded the motion, and it passed unanimously.
5. **Other business, updates and items for future agendas:**
 - a) **HOVMSD Community Meeting – June 29th at noon in Kaukauna:** Trustees noted their attendance.
6. **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 and per Wis. Stat. 19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. *Seasonal wage rates and contracted services.*** B. Schinke made a motion to move into closed session. M. Rietveld seconded the motion, and it passed unanimously.
7. **Reconvene to open session:** B. Schinke made a motion to return to open session. C. Vander Zanden seconded the motion, and it passed unanimously.
8. **Consider motion to approve seasonal wage rates for Recreation Department employees:** M. Rietveld made a motion to approve the seasonal wage rates for Recreation Department employees. J. Ponto seconded the motion, and it passed unanimously.
9. **Adjourn:** T. Stutzman made a motion to adjourn the meeting. C. Vander Zanden seconded the motion, and it passed unanimously. The meeting adjourned at 7:15pm.