



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, March 7, 2023

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, Public Works Director Swick, Fire/EMS Chief Wiedenbauer, and Outagamie County Sheriff's Office Sergeant Hartjes. Others present – Judy Hebbe of the Times Villager and Chad Shea.
- 1. Public comment for matters not on the agenda:** None
 - 2. Review and consider approval of minutes and bills:** J. Ponto made a motion to approve the minutes as presented. B. Schinke seconded the motion, and it passed unanimously. M. Rietveld made a motion to approve the bills as presented. C. Vander Zanden seconded the motion, and it passed unanimously.
 - 3. Administrator, Public Works Director and Law Enforcement reports – accept and file:** The Administrator and Public Works Director reviewed the activities for the previous and current month. Sgt. Hartjes reviewed the monthly calls report and announced his promotion to detective with the sheriff's office. He reported that he will train for a few days with his replacement. Trustees thanked him for his service and congratulated him on his promotion.
 - 4. Fire Chief 2022 Year in Review and 1st Quarter 2023 Report:** Chief Wiedenbauer provided a summary of 2022 and 1st quarter 2023 Fire/EMS activities. 2022 highlights included: warehouse fire, coffee with a cop and firefighter event, reinstated in-person training/visits/inspections post COVID, activities with Janssen Elementary School, two houses used for training and then burned, large area search & rescue training, successful open house, and retirements. 1st Quarter 2023 highlights included: EMS helping Kimberly with call response, EMS meeting with Kaukauna Fire/Rescue on a quarterly basis, and use of 212 Prospect Street for training and a burn.
 - 5. Review and consider approval of Class B Foam Storage Agreement:** Chief Wiedenbauer reviewed the agreement with the trustees. The matter was discussed. T. Stutzman made a motion to approve the Class B Foam Storage Agreement. B. Schinke seconded the motion, and it passed unanimously.
 - 6. Review and consider approval of TID 3 Incentive payment to Coonen Development:** The Administrator reviewed the increment amount for 2022 with the trustees. The amount is \$79,071.79. The Administrator recommended payment of \$79,071.79 to Coonen Development for reimbursement of infrastructure expenses. The matter was discussed. J. Ponto made a motion to make the payment to Coonen Development as presented. C. Vander Zanden seconded the motion, and it passed unanimously.
 - 7. Review and consider approval of contract with Gene Frederickson Trucking for yard waste debris removal:** The Public Works Director and Administrator reviewed the proposed contract and discussion had with representatives of Gene Frederickson Trucking. It was noted that this contract will save wear and tear on Village equipment, reduce equipment use and labor, and provide residents with a few additional options for materials disposal. The matter was discussed. J. Ponto made a motion to approve the contract as presented. C. Vander Zanden seconded the motion, and it passed unanimously.
 - 8. Review and consider approval of special assessment policy for Riverview Ridge Place – Planned Unit Development:** Chad Shea of Riverview Ridge Development, LLC addressed the trustees with his request to use a different calculation when billing the future special assessments for Riverview Ridge Planned Unit Development. He explained that there is an HOA (Home Owners Association) for this development, and each property owner will pay an equal share for snow removal and lawn maintenance. In addition, the sidewalks in the plat are on the west side of the development only.

His request is that the Village calculate the future special assessments equally among the 32 lots in the development. The matter was discussed. J. Ponto made a motion to calculate the future special assessments for the Planned Unit Development equally among the 32 lots. M. Rietveld seconded the motion, and it passed unanimously.

9. Other business, updates and future agenda items

a) Stormwater discussion with Phil Kleman of McMahon at 03/21/23 meeting

b) Dark Store ruling – good news for municipalities

- 10. Consider motion to move into closed session per Wis. Stat. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and per Wis. Stat. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. *Wolfinger Estates annexation discussion and personnel matters:*** T. Stutzman made a motion to move into closed session. B. Schinke seconded the motion, and it passed unanimously.
- 11. Consider motion to return to open session:** C. Vander Zanden made motion to return to open session. J. Ponto seconded the motion, and it passed unanimously.
- 12. Action on closed session matters, if appropriate:** C. Vander Zanden made a motion to authorize the Administrator to negotiate an agreement with the Town of Buchanan for annexation approval using the parameters discussed in closed session. J. Ponto seconded the motion, and it passed unanimously. M. Rietveld made a motion to authorize the Administrator to research information on the requirements of being a building inspector as this may become a duty of an existing employee. C. Vander Zanden seconded the motion, and it passed unanimously.
- 13. Adjourn:** J. Ponto made a motion to adjourn the meeting. B. Schinke seconded the motion, and it passed unanimously. The meeting adjourned at 7:50pm.