



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, August 15, 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 of Allegiance recited.
- C. Roll call:** Board members present – Neumeier, Vander Zanden, Ponto, Rietveld, Heckner, Schinke, and Stutzman. Board members absent – none. Village staff present – Administrator Shampo-Giese, Public Works Director Swick and Fire/EMS Chief Wiedenbauer. Others present – Blaine Priebusch of Erickson & Associates, and residents Dave Hopfensperger and Ryan Catlin.
- 1. Public comment for matters not on the agenda:** None
 - 2. Review 2022 Financial Statements with auditor, Erickson & Associates:** Mr. Blaine Priebusch reviewed the financial statements and audit with the trustees. A few highlights: general fund surplus \$104,693 which is actually budgeted reserve funds for DPW and Fire, sanitation fund balance \$164,312, storm water fund balance \$67,252, TID 2 fund balance \$103,211, TID 3 fund balance is negative due to costs for Martineau Road installation, debt limit of \$20,851,695 with outstanding debt of \$8,737,460, water fund net income \$211,867, and sanitary sewer net income \$217,734.
 - 3. Review and discuss allowing ATV/UTV on Village streets; action if appropriate:** The trustees briefly reviewed the list of municipalities that allow ATV/UTV on local roads and Buchanan and Harrison's ordinances that allow this. Resident Ryan Catlin addressed the Board with his support of allowing ATV/UTVs on local streets. He believes that more and more municipalities are moving this way, and the demand for this will only increase. He also noted that many are already road legal with turn signals and mufflers. The matter was tabled and will be discussed at the 09/05/23 meeting.
 - 4. Review request to move driveway at 629 State Street:** The Administrator reviewed the request with the trustees. The property owner is asking for permission to move his driveway back to the north side instead of the west side of the property. It had been moved in the 90's when State Street (CTH Z) was reconstructed. This caused an enormous amount of fill to be added to 629 State Street. As the property sits now, the driveway is on the abutting parcel, but the same person owns both lots. The matter was discussed. T. Stutzman made a motion to support the relocation of the driveway as requested contingent upon the property owner grading the lot to the plan submitted by McMahon Associates, accepting all of the cost to remove the retaining wall and obtaining permission from the property owner to the east to grade onto his property. K. Heckner seconded the motion, and it passed unanimously.
 - 5. Review and consider approval of Special Event Permit for St. Paul's Church Brat Fest on 09/09/23:** B. Schinke made a motion to approve the Special Event Permit as presented. J. Ponto seconded the motion, and it passed unanimously.

6. **Discuss capital improvement projects/purchases for 2024 and future years:** Trustees reviewed the 2024-2028 CIP. Large and expensive projects are coming up soon: Utility replacements on Park Street, Marcella Avenue and Fairway Streets followed by road reconstruction on each, reconstruction of DeBruin Road and Block Road, and utility replacement on CTH N (Washington Street). The updated CIP was accepted as presented.
7. **Review and consider approval of operator license for S. Coenen:** T. Stutzman made a motion to approve the operator license. C. Vander Zanden seconded the motion, and it passed unanimously.
8. **Fire Chief 2nd Quarter Report:** Chief Wiedenbauer reviewed the second quarter statistics and department activities with the trustees.
9. **Other business, updates and future agenda items:**
 - a) **State Street status and CTH K/Buchanan Road status:** Work on the bridge is underway, and there are now two lanes of new concrete from CTH HH to the Lox Club. The project is on schedule for completion 10/06/23.
10. **Consider motion to move into closed session per Wis. Stat. 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. *Employment, salary, wage, benefits for 2024 budget preparations and Fire Chief position:*** J. Ponto made a motion to move into closed session. M. Rietveld seconded the motion, and it passed unanimously.
11. **Consider motion to return to open session; action if appropriate:** J. Ponto made a motion to return to open session. M. Rietveld seconded the motion, and it passed unanimously. C. Vander Zanden made a motion to request a joint meeting with Town of Buchanan to discuss the Fire Chief position and status of a merged department. J. Ponto seconded the motion, and it passed unanimously. The Administrator was also directed to draft the 2024 budget with a 4% wage increase for most positions.
12. **Adjourn:** C. Vander Zanden made a motion to adjourn the meeting. T. Stutzman seconded the motion, and it passed unanimously. The meeting adjourned at 8:35pm.