



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, March 15, 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, Schinke, Krueger, Rietveld, Ponto, and Vander Zanden. Board members absent – Stutzman. Village staff present – Administrator Shampo-Giese. Others present – Phil Kleman of McMahon.
- 1. Public comment for matters not on the agenda:** None
 - 2. Review bids received and consider award of capital project: Kamps Court road improvements and Van Zeeland Park parking lots and sport court installation:** Phil Kleman of McMahon reviewed the bids received and opened on 03/09/22. Two bids were received with the lower bid at: \$117,083.75 base bid, \$69,921.46 supplemental A and \$86,290.92 supplemental B for a total bid package of \$273,296.13. The higher bid was a total of \$314,477.12. Phil's recommendation is to award the project to the low bidder, Northeast Asphalt, Inc. The matter was discussed. M. Rietveld made a motion to award the project to Northeast Asphalt, Inc to include the supplemental work. B. Schinke seconded the motion, and it passed unanimously.
 - 3. Review and consider approval of loan from sanitary sewer fund to general fund to cover Van Zeeland Park Phase 2 projects:** The Administrator reminded the trustees of the shortfall for financing the redevelopment of Van Zeeland Park. She presented an option to borrow \$150,000.00 from the Sanitary Sewer Fund Rate Stabilization Reserve to finish Van Zeeland Park. The reserve fund currently makes .351% interest. The loan would charge a 1.99% interest rate to the General Fund. The current interest rate through the Board of Commissioners of Public Lands is 3.25% for five years. The matter was discussed. B. Schinke made a motion to approve the loan between the Sanitary Sewer Fund and General Fund as presented. C. Vander Zanden seconded the motion, and it passed unanimously.
 - 4. Review and consider approval to submit Annual Report under MS4 (Municipal Separate Storm Sewer System):** The trustees reviewed the MS4 Report. M. Rietveld made a motion to submit the report. J. Krueger seconded the motion, and it passed unanimously.
 - 5. Review information received regarding the use of drop boxes for absentee ballots; action, if necessary:** The Administrator reviewed legal opinions received from the attorney with the League of Wisconsin Municipalities and the Village's attorney regarding the use of drop boxes and night deposit boxes to return absentee ballots. The Administrator requested that the legal advice be followed, and the Village adopt a policy to prohibit use of its night deposit box to return absentee ballots. The matter was discussed. C.

Vander Zanden made a motion to prohibit use of the night deposit box to return absentee ballots. J. Ponto seconded the motion, and it passed unanimously.

6. Other business, updates and items for future agendas:

a) **Fire Consolidation updates:** Next meeting 04/13/22

7. 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 discussion and seasonal wage rates.* J. Krueger made a motion to move into closed session. C. Vander Zanden seconded the motion, and it passed unanimously.

8. Consider motion to return to open session and take action on closed session items, if necessary: M. Rietveld made a motion to return to open session. C. Vander Zanden seconded the motion, and it passed unanimously. No action was taken.

9. Adjourn: M. Rietveld made a motion to adjourn the meeting. J. Krueger seconded the motion, and it passed unanimously. The meeting adjourned at 7:40pm.