



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, January 3, 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, Ponto, Schinke, Rietveld, Vander Zanden, and Krueger.
Board members absent – None. Village staff present – Administrator Shampo-Giese and Public Works Director Swick.
Others present – Judy Hebbe of the Times Villager.
1. **Public comment for matters not on the agenda:** None
 2. **Review and consider approval of minutes and bills:** C. Vander Zanden made a motion to approve the minutes. J. Ponto seconded the motion, and it passed unanimously. T. Stutzman made a motion to approve the bills. J. Ponto seconded the motion, and it passed unanimously.
 3. **Administrator, Public Works Director and Law Enforcement reports – accept and file:** The Administrator and Director of Public Works reviewed and highlighted activities for the previous and current month. The law enforcement call activity for December was reviewed. The reports were accepted and are on file in the Clerk's office.
 4. **Review and consider approval of Resolution 2023-1; a resolution recognizing and proclaiming Adult School Crossing Guard Recognition Week:** The resolution was reviewed and the trustees voiced appreciation for our dedicated crossing guards. T. Stutzman made a motion to approve Resolution 2023-1 recognizing our adult school crossing guards. B. Schinke seconded the motion, and it passed unanimously.
 5. **Review and consider approval of mileage rate reimbursement for 2023:** The Administrator provided information from the IRS showing the 2023 mileage reimbursement rate of 65.5 cents per mile. She also asked the trustees to authorize the adjustment of the mileage rate throughout the year to mirror whatever rate the IRS recommends. M. Rietveld made a motion to set the initial 2023 mileage rate reimbursement at 65.5 cents per mile and authorize adjustments throughout the year as the IRS recommends and sets. T. Stutzman seconded the motion, and it passed unanimously.
 6. **Review and consider approval of final payment for Van Zeeland Park:** The Administrator reviewed the final payment request with the trustees and noted that the architect has recommended payment. She reviewed the change orders that increased and decreased the final cost. It was noted that all facets of the project have a one-year warranty that expires 11/2023. The matter was discussed. M. Rietveld made a motion to approve the final payment. T. Stutzman seconded the motion, and it passed unanimously.
 7. **Review and consider Van Zeeland Park rental guidelines:** The trustees reviewed the rental guidelines for Memorial Park and decided that the Van Zeeland Park rental guidelines should be the same. A final decision was tabled until proper verbiage for prohibiting dogs in the park was added.
 8. **Review and consider approval of cell phone reimbursement for employees:** The Administrator reviewed the cell phone stipend options she had been instructed to draft. The matter was discussed. J. Krueger made a motion to set the stipend at 33% of the cost for Village-supplied cell phones. C. Vander Zanden seconded the motion, and it passed unanimously.
 9. **Other business, updates and future agenda items**
 - a) **Spring election candidate update and ballot order:** The ballot order was drawn by lot just before the meeting was called to order. The ballot order for trustees for 04/04/23 is: Ken Heckner, Jackie Jaeger, Cathy Vander Zanden, and Brad Schinke.

- b) Trustee Krueger shared some comments he had received while securing his nomination signatures. Specifically he commended the DPW staff for the great work they do; nearly every person he spoke to mentioned how much they appreciate what they do for the community.

- 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. *Draft Developer Agreement and property purchase/condition.*** J. Ponto made a motion to move into closed session. J. Krueger seconded the motion, and it passed unanimously.
- 11. Consider motion to return to open session; action on closed session matters, if appropriate:** J. Ponto made a motion to return to open session. B. Schinke seconded the motion, and it passed unanimously. No action was taken.
- 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 8:00pm.