



NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, August 15, 2023

TIME: 6:30pm

LOCATION: Combined Locks Civic Center,
Council Chambers, 405 Wallace Street

AGENDA

VILLAGE BOARD – 6:30pm

- A. Call to order
- B. Pledge of Allegiance
- C. Roll call
1. Public comment for matters not on the agenda
2. Review 2022 Financial Statements with auditor, Erickson & Associates
3. Review and discuss allowing ATV/UTV on Village streets; action if appropriate
4. Review request to move driveway at 629 State Street
5. Review and consider approval of Special Event Permit for St. Paul's Church Brat Fest on 09/09/23
6. Discuss capital improvement projects/purchases for 2024 and future years
7. Review and consider approval of operator license for S. Coenen
8. Fire Chief 2nd Quarter Report
9. Other business, updates and future agenda items
 - a) State Street status and CTH K/Buchanan Road status
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*
11. Consider motion to return to open session; action if appropriate
12. Adjourn

Public Notice: Agendas are posted in the following locations: Combined Locks Civic Center main entrance and Village website: www.combinedlocks.wi.gov. 2015 Wisconsin Act 79 allows the publication of certain legal notices on an internet site maintained by a municipality. This law allows these types of legal notices to be posted in one physical location in the jurisdiction (instead of three) if also placed on an internet site maintained by the local government.

Special Accommodations: Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 405 Wallace Street, 920-788-7740 extension 203 or email at gieser@combinedlocks.wi.gov.

Notice of Possible Quorum: A quorum of the Board of Review, Zoning Board of Appeals, Plan Commission, or other Village committee may be present at this meeting for the purpose of gathering information and possible discussion on items listed on this agenda. However, unless otherwise noted in this agenda, no official action by the Board of Review, Zoning Board of Appeals, Plan Commission, or other Village committee will be taken at this meeting.

Item #3

Request to consider allowing ATV/UTVs on Village roads. Surrounding communities survey:

Kimberly – Not allowed

Little Chute – Not allowed

Sherwood – Not allowed; voted down by residents via referendum

Harrison – Allowed; see copy of recently adopted ordinance

Kaukauna – Not allowed

Buchanan – Allowed; see copy of recently adopted ordinance

Town of Buchanan, WI
Monday, August 7, 2023

Chapter 495. Vehicles and Traffic

Article VI. All-Terrain Vehicles, Utility Vehicles, and Snowmobiles

§ 495-35. State all-terrain vehicle and utility-terrain vehicle laws adopted.

The provisions describing and defining regulations with respect to all-terrain vehicles and utility-terrain vehicles in sec. 23.33, Wis. Stats., and any future amendments or revisions, are hereby adopted by reference and made part of this Section as if fully set forth herein.

§ 495-36. Purpose.

The purpose of this ordinance is to establish all-terrain vehicle (ATV)/utility-terrain vehicle (UTV) routes in the Town of Buchanan and provide safe and enjoyable ATV/UTV recreation consistent with public rights and interests pursuant to §§ 23.33(8)(b) and 23.33(11), Wis. Stats.

§ 495-37. Designation and authorization of routes.

Except as otherwise provided by § 23.33, Wis. Stats., and subject to the following limitations hereinafter set forth:

- A. The Town of Buchanan designates all Town roads, with a speed limit as posted, as ATV/UTV routes unless otherwise posted.
- B. County and state highways located within the Town of Buchanan may be authorized for ATV/UTV use by Outagamie County and/or the State of Wisconsin only.
- C. The Town Board Chair, in his or her sole discretion, may temporarily close any ATV/UTV route or portion thereof for a period of up to 90 days due to hazard, construction, or any other emergency condition.
- D. The Town Board may, in its sole discretion, permanently close any ATV/UTV route or portion thereof for any reason by posting signage for prohibited routes and by providing notice to the public.

§ 495-38. Conditions for use of routes.

In addition to the limitations set forth by § 23.33, Wis. Stats., the following conditions and restrictions are placed on the use of ATVs and UTVs on Town of Buchanan designated routes:

- A. ATV/UTV operators shall observe posted or legal speed limits.
- B. ATV/UTVs shall ride in single file and cannot ride on the shoulder of the road.
- C. ATV/UTVs shall observe all laws of this state pertaining to the use of ATV/UTVs.
- D. ATV/UTV operators shall have a valid driver's license and be at least 16 years of age.
- E. ATV/UTV operators under the age of 18 must wear a helmet.
- F. ATV/UTV operators cannot ride on any route in the Town of Buchanan from 12:00 midnight until 5:00 a.m. unless they are engaged in snowplowing.
- G. ATV/UTV operators shall have headlights and taillights on while operating on any Town route.
- H. All ATV/UTV operators shall have liability insurance in force on any ATV/UTV operated on any Town route and shall have in their immediate possession proof of said insurance, which shall be displayed upon demand from any law enforcement officer, with the following minimum coverages:
 - (1) \$10,000 property damage coverage.
 - (2) \$25,000 single injury/death coverage.
 - (3) \$50,000 multiple injury/death coverage.

§ 495-39. Signage.

§ 495-40. Enforcement.

This article may be enforced by any law enforcement officer authorized to enforce the laws of the State of Wisconsin and is not intended to limit or prohibit any law enforcement officer or Department of Natural Resources warden from proceeding under any other ordinance, regulation, statute, law, or order pertaining to the subject matter addressed herein.

§ 495-41. Penalties.

Wisconsin state ATV/UTV penalties as found in § 23.33(13)(a), Wis. Stats., are adopted by reference and are made part of this article.

§ 495-42. Severability.

The provisions of this article shall be deemed severable, and it is expressly declared that the Town would have passed the other provisions of this article irrespective of whether or not one or more provisions may be declared invalid. If any provision of this article or the application to any person or circumstance is held invalid by a court of competent jurisdiction, the remainder of the article and the application of such provisions to other persons or circumstances shall not be deemed affected.

§ 495-43. Applicability of traffic regulations to snowmobiles.

No person shall operate a snowmobile upon any street, highway or alley within the Town in violation of the provisions of Ch. 350 or §§ 346.04, 346.06, 346.11, 346.14(1), 346.18 to 346.21, 346.26, 346.27, 346.33, 346.35, 346.37, 346.39, 346.40, 346.44, 346.46 to 346.48, 346.50(1)(b), 346.51 to 346.55, 346.87 to 346.91, 346.92(1) and 346.94(1) and (9), Wis. Stats.

ORDINANCE V22-20

**AN ORDINANCE REPEALING ORDINANCE 22-16 OF MUNICIPAL CODE ON ATV
USE IN THE VILLAGE OF HARRISON AND RECREATING AS ALL-TERRAIN
VEHICLE/UTILITY TERRAIN VEHICLE ROUTE ORDINANCE**

WHEREAS, the Village desires to repeal Ordinance 22-16 in its entirety; and

WHEREAS, the voters of the Village of Harrison cast 3,120 votes in favor of allowing village-wide use of ATVs and 2,591 votes opposing it in a non-binding advisory referendum question posed on the November 8, 2022 ballot; and

WHEREAS, the Village desires to enact the will of the people and approve municipal regulations for ATV/UTV use in all areas of the Village; and

WHEREAS, the Wisconsin State Statutes allow municipalities to enact or adopt a regulation on ATV/UTV use;

NOW THEREFORE, the Village Board of the Village of Harrison, Wisconsin, does hereby adopt the following ordinance:

Ordinance 22-16 is repealed and Chapter 26-8 All-terrain vehicle/Utility terrain vehicle Route Ordinance is recreated.

26-08 (a) TITLE AND PURPOSE
The title of this ordinance is the All-terrain vehicle/Utility terrain vehicle Route Ordinance. The purpose of this ordinance is to establish all-terrain vehicle/utility terrain vehicle routes in the Village and to regulate the operation of all-terrain vehicles and utility terrain vehicles in the Village.

26-08 (b) AUTHORITY
The Village Board of the Village of Harrison, Calumet County, Wisconsin, has the specific authority to adopt this All-terrain vehicle/utility terrain vehicle Ordinance under s. 23.33 (8) (b) and (11), Wis. stats.

26-08 (c) ADOPTION OF ORDINANCE
This ordinance adopted on proper notice with a quorum and roll call vote by a majority of the Village Board present and voting, provides the authority for the Village to designate all-terrain vehicle/utility terrain vehicle routes in the Village and to regulate the use of those routes and all-terrain vehicles and utility terrain vehicles in the Village, designates all-terrain vehicle/utility terrain vehicle routes in the Village and provides for the regulation of the use of those routes and of all-terrain vehicles and utility terrain vehicles in the Village.

26-08 (d) OPERATION OF ALL-TERRAIN VEHICLES AND UTILITY TERRAIN
VEHICLES

Pursuant to s. 23.33 (4) (d) 4., Wis. stats., except as otherwise provided in s. 23.33 (4), Wis. stats., no person may operate an all-terrain vehicle/utility terrain vehicle on the roadway portion of any highway in the Village except on roadways that are designated as all-terrain vehicle/utility terrain vehicle routes by this ordinance. Operation of all-terrain vehicles/utility terrain vehicles on a roadway in the Village that is an all-terrain vehicle/utility terrain vehicle route is authorized only for the extreme right side of the roadway except that left turns may be made from any part of the roadway that is safe given prevailing conditions.

26-08 (e) DESIGNATION AND AUTHORIZATION OF ALL-TERRAIN VEHICLE/UTILITY TERRAIN VEHICLE ROUTES

- (1) Except as otherwise provided in this ordinance, highways are not designated all-terrain vehicle/utility terrain vehicle routes.
- (2) All-terrain vehicle/utility terrain vehicle use is limited to the following routes:
 - a. All public Village streets.

26-08 (f) CONDITIONS APPLICABLE TO ALL-TERRAIN VEHICLE/UTILITY TERRAIN VEHICLE ROUTES

Pursuant to s. 23.33 (8) (d), Wis. stats., the following restrictions are placed on the use of the Village all-terrain vehicle/utility terrain vehicle routes designated by this resolution:

- (1) Routes shall be marked with uniform all-terrain vehicle/utility terrain vehicle route signs in accordance with s. 23.33 (8) (e), Wis. stats., and s. NR 64.12 (7), Wisconsin Administrative Code. No person may do any of the following in regard to signs marking Village all-terrain vehicle/utility terrain vehicle routes:
 - a. Intentionally remove, damage, deface, move, or obstruct any uniform all-terrain vehicle/utility terrain vehicle route or trail sign or standard or intentionally interfere with the effective operation of any uniform all-terrain vehicle/utility terrain vehicle route or trail sign or standards if the sign or standard is legally placed by the state, any municipality, or any authorized individual.
 - b. Possess any uniform all-terrain vehicle/utility terrain vehicle route or trail sign or standard of the type established by the department for the warning, instruction, or information of the public, unless he or she obtained the uniform all-terrain vehicle/utility terrain vehicle route or trail sign or standard in a lawful manner. Possession of a uniform all-terrain vehicle/utility terrain vehicle route or trail sign or standard creates a rebuttable presumption of illegal possession.
- (2) Operation shall be subject to all provisions of s. 23.33, Wis. Stats., which is adopted as a part of this ordinance by reference, pursuant to s. 23.33 (11), Wis. Stats.
- (3) A copy of this ordinance shall be sent by the Village Clerk to the Department of Natural Resources, the Calumet County Sheriff's Department and any other law enforcement agency serving the Village of Harrison's jurisdiction.
- (4) The following additional restrictions shall apply to the use of all-terrain vehicle/utility terrain vehicles:
 - a. All all-terrain vehicle/utility terrain vehicle operators shall observe posted roadway speed limits.
 - b. All all-terrain vehicle/utility terrain vehicle operators shall ride single file.
 - c. All all-terrain vehicle/utility terrain vehicle operators shall slow the vehicle to 10 miles per hour or less when operating within 150 feet of a dwelling.

- d. Headlights and taillights must be turned on at all times as required by state law.
- e. Youth must be at least 16 and are required to have safety certificates as required by state law.
- f. All persons under 18 operating and/or riding on an ATV must wear a helmet as required by state law.
- g. All persons must carry proof of liability insurance when operating an ATV.

26-08 (g) ENFORCEMENT

This ordinance may be enforced by any law enforcement officer authorized to enforce the laws of the state of Wisconsin.

26-08 (h) PENALTIES

The penalties under s. 23.33 (13), Wis. stats., are adopted by reference.

26-08 (i) STATE ALL-TERRAIN VEHICLE LAWS ADOPTED

Except as otherwise specifically provided in this chapter, all provisions of Wis. Stats. § 23.33, and as hereafter amended, describing and defining regulations with respect to the use of all-terrain vehicles in the state for which the penalty is a forfeiture only, including penalties to be imposed and procedure for prosecution, are adopted and by reference are made a part of this Code as if fully set forth in this chapter. Any act required to be performed or prohibited by a statute incorporated in this section by reference is required or prohibited by this section.

26-08 (j) SEVERABILITY

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

26-08 (k) EFFECTIVE DATE

This ordinance is effective on publication or posting.

The Village clerk shall properly publish this ordinance as required under s. 60.80, Wis. stats.

Adopted this 13th day of December, 2022.

Village President Allison Blackmer

Village Clerk/Treasurer Vicki Tessen

Racquel Shampo-Giese

From: Phillip Kleman <PKleman@mcmgrp.com>
Sent: Tuesday, August 8, 2023 9:08 AM
To: Racquel Shampo-Giese
Cc: Keith Weyenberg
Subject: RE: Meet at 3pm today - 629 State Street
Attachments: 629 State Street DW.pdf

See attached plan for the driveway & grading at 629 State Street. Should be able to get it to work with less than a 10% driveway slope and 4:1 grading down to the sidewalk. This would allow for full removal of the retaining wall, which would be best case scenario. Feel free to pass along to the owner. I'll plan on having the apron location staked tomorrow when we're out to stake the south side curb.

Keith-I'll also have the stake the curb ramps at Fairway.

Thanks,

Phil

From: Racquel Shampo-Giese <Shampo-GieseR@combinedlocks.wi.gov>
Sent: Wednesday, August 2, 2023 12:58 PM
To: Phillip Kleman <PKleman@mcmgrp.com>
Subject: Meet at 3pm today - 629 State Street

Phil – The property owner at 629 State Street is available to meet at 3:00pm today.

See you there!

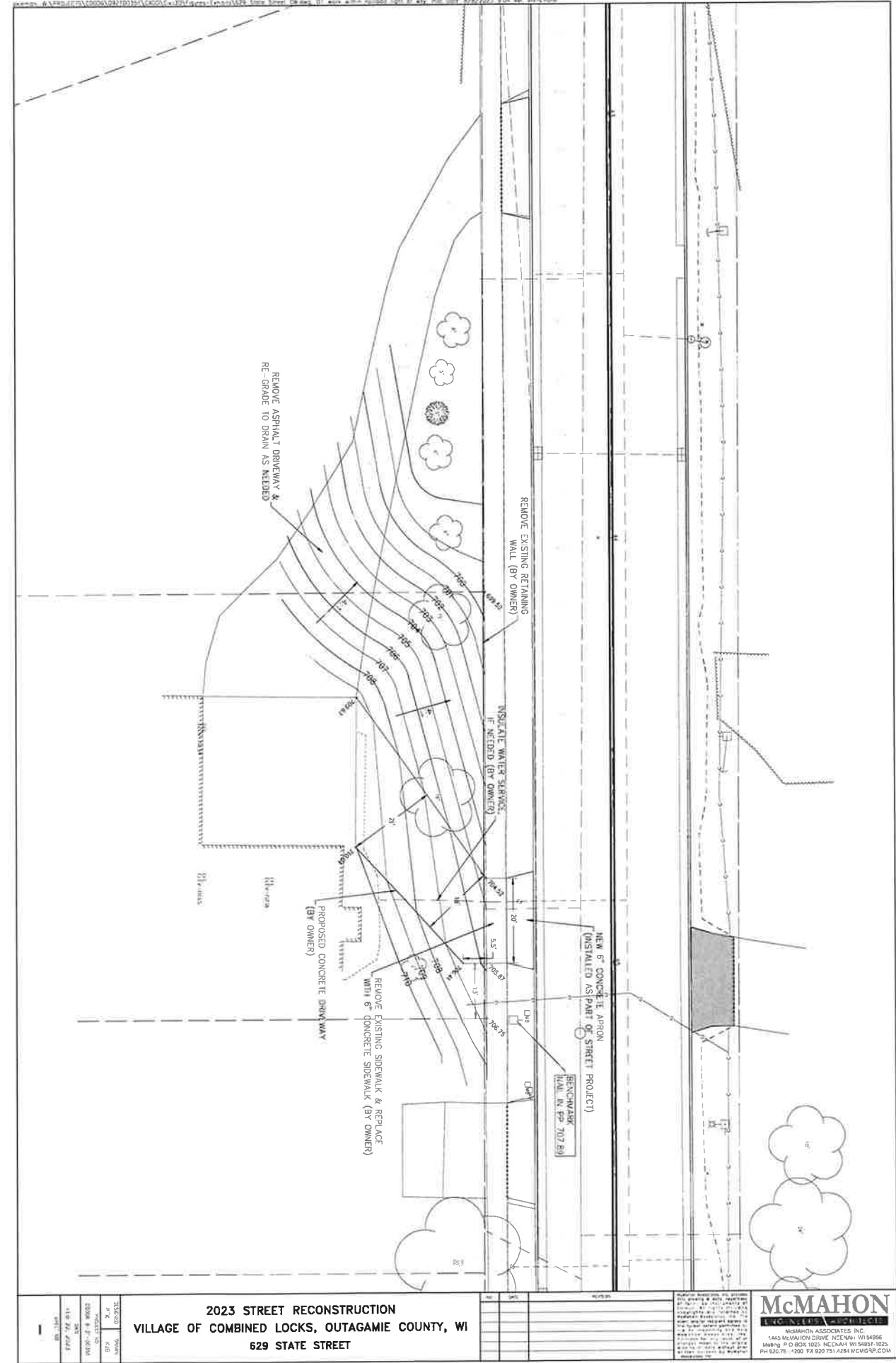


Racquel Shampo-Giese
Administrator/Clerk/Treasurer
405 Wallace Street, Combined Locks WI 54113
Phone: 920.788.7740 ext. 203 | Fax: 920-788-7742
www.combinedlocks.wi.gov

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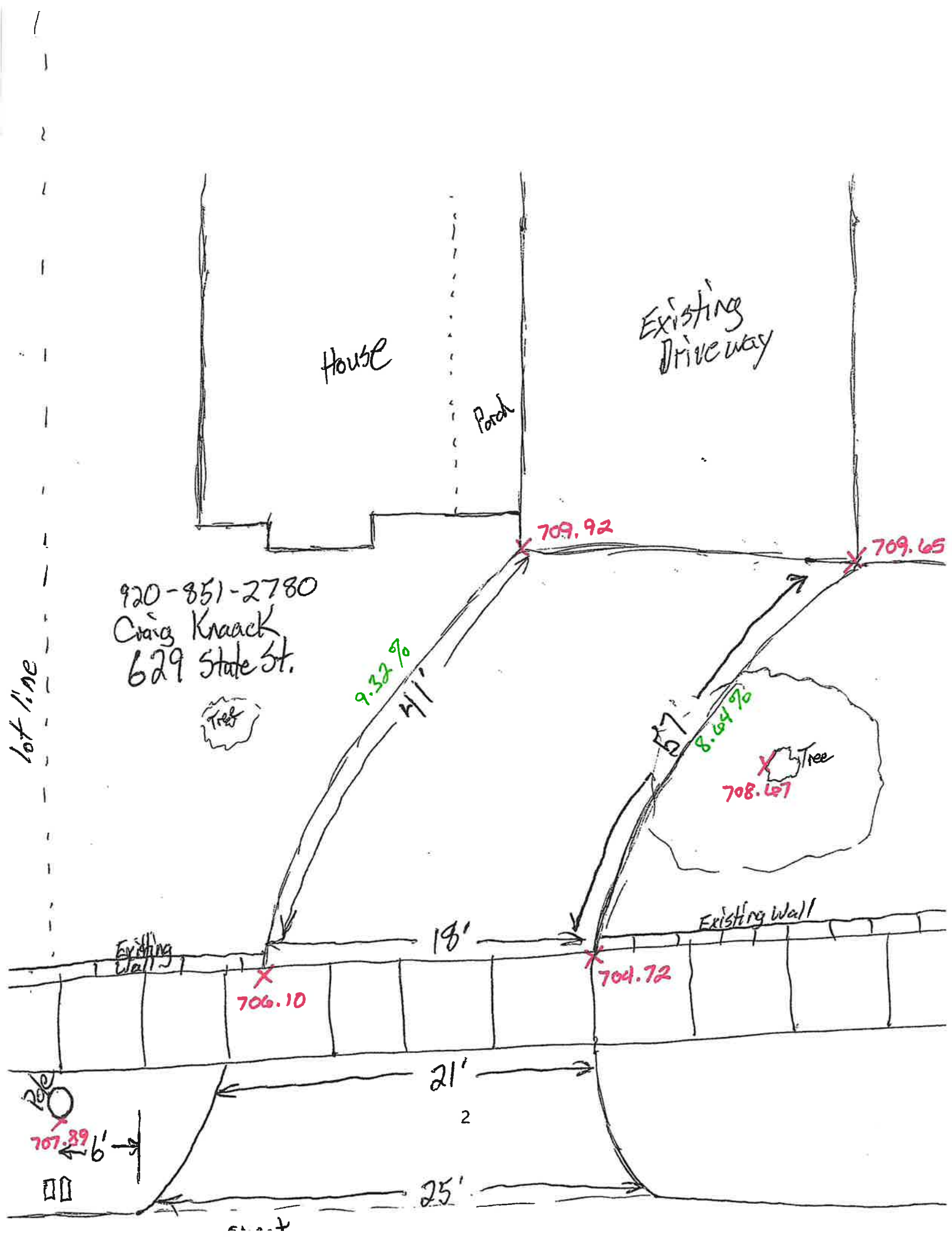




Combined Locks, Wisconsin
Google Street View
Jul 2019 See more dates



Image capture: Jul 2019 © 2023 Google



Item #5

Village of Combined Locks
SPECIAL EVENT
PERMIT APPLICATION



405 Wallace Street
Combined Locks WI 54113
(920) 788-7740 Voice
(920) 788-7719 Fax

PERMIT FEE \$50.00

(Permit form and fee must be submitted a minimum of 30 days prior to event date)

This application is a request for a special event. Please refer to the checklist to see if you will need to contact other departments regarding your event. When requesting use of a facility **please be very specific**. Use exact dates, times, shelters, parks, streets, and areas. Doing so will help avoid delays in processing your request.

Please call (920) 788-7740 with questions regarding this special event permit.

Event sponsor: ST. PAUL PARISH 410 WALLACE ST.

Event name: ST. PAUL BRAT FEST

Check one: ☐ Parade ☐ Run/Walk ☒ Festival ☐ Tournament ☒ Other Picnic w/ music

Dates needed: 9-9-23 Times needed: 10:00 AM - 11:00 PM Plans to end by 11:00pm
(Please include beginning and end times, if different times are needed on different dates please specify.)

Buildings, parks, shelters, open space needed: NA

Will you be requesting street closure or use of street right of way? YES NO X

If yes, what streets (submit mapped route and/or area requested)?

Will tents or other temporary structures be erected? YES - WEATHER PERMITTING

Will you be having any kind of animals, performances or amusement rides? NO

Will you be selling or serving alcohol? YES Does your event include fireworks? NO

Number of people attending: ~200+ FOR MASS Please be aware that portable toilets will be required if crowd size exceeds toilet capacity.

Other requests: A LIVE BWO WILL PLAY UNTIL 11:00PM

Indemnification Agreement

The applicant/organization shall indemnify, defend, and hold harmless the Village of Combined Locks (Village) and its officers, officials, employees, and volunteers from and against any and all claims, damages, losses, and expenses arising out of the applied for activity/event except where caused by the sole negligence or willful misconduct of the Village. Applicant/Organization also understands and acknowledges that as required by the Village, liability insurance is the financial means to legally defend the Village and cover liability arising from the activity/event. I certify by my signature that I understand and agree to comply with this agreement & the insurance requirement and that I'm a qualified representative of my organization authorized to sign this agreement. I also certify the information is true and accurate.

Rev. Robert L. Stegmann 7-28-2023
Officer of Sponsoring Organization Name ST. PAUL CATHOLIC CHURCH Signature Date
Address 410 WALLACE ST.
Work Phone 920-788-4553 Cell Phone Home Phone

RETURN FORM and \$50.00 PERMIT FEE TO: Village of Combined Locks Clerk's Office, 405 Wallace St, Combined Locks WI 54113

Date Received:

Amount Received:

Received By:

Item #6

Village of Combined Locks Capital Improvement Plan 2024 - 2028

Year		Street Improvements	Buildings/Grounds	Park/Recreation Improvements	Fleet/Equipment	Water	Sanitary Sewer	Storm Sewer	TID	Funding Source
2024	Various Parks Improvements			\$ 50,000						Current year tax levy
	DPW Truck - replace dump box on 2012 Ford				\$ 15,000					Current year tax levy
	Fire Airmasks				\$ 85,000					Current year tax levy
	Design/Engineer Park Street and Marcella Avenue	\$ 50,000				\$ 25,000	\$ 25,000			Current year tax levy & utility funds
	Civic Center Boiler		\$ 60,000							Current year tax levy & reserve funds
	Multiple Reserve Funds									
	Total General Fund	\$ 260,000								
	Total Water Fund	\$ 25,000								
	Total Sanitary Sewer Fund	\$ 25,000								
	Total Storm Sewer Fund	\$ -								
Total TID	\$ -									
										Total Estimated Expense - All Funds
										\$310,000

Year		Street Improvements	Buildings/Grounds	Park/Recreation Improvements	Fleet/Equipment	Water	Sanitary Sewer	Storm Sewer	TID	Funding Source
2025	Marcella Avenue - utilities	\$ 500,000				\$ 275,000	\$ 250,000			Utility reserve funds
	Marcella Avenue - street reconstruction									Current Year Tax Levy & Reserve Funds
	Park Street - utilities - Wallace Street to Buchanan Road					\$ 500,000	\$ 500,000	\$ 100,000		Utility reserve funds
	Park Street - street reconstruction	\$ 2,000,000								BCPL Debt & reserve funds
	DeBruin Road & Block Road - street reconstruction - asphalt	\$ 500,000							Yes	BCPL debt/special assessments/TID (if \$ available)
	Total General Fund	\$ 3,000,000								
	Total Water Fund	\$ 775,000								
	Total Sanitary Sewer Fund	\$ 750,000								
	Total Storm Sewer Fund	\$ 100,000								
	Total TID	\$ -								
Total Estimated Expense - All Funds										
\$4,625,000										

Village of Combined Locks Capital Improvement Plan
2024 - 2028

Year		Street Improvements	Buildings/Grounds	Park/Recreation Improvements	Fleet/Equipment	Water	Sanitary Sewer	Storm Sewer	TID	Funding Source
2026	Fairway Street - utility replacement					\$ 300,000				Current year budget & utility reserve funds
	Washington Street (CTH N)-utility replacement					\$ 200,000	\$ 200,000			Current year budget & utility reserve funds
	DPW Truck - Replace 2009 Volvo Loader with wing/plow				\$ 300,000				Current year tax levy & reserve funds	
	Total General Fund	\$ 300,000								
	Total Water Fund	\$ 500,000								
Total Sanitary Sewer Fund	\$ 200,000									
Total Storm Sewer Fund	\$ -									
Total TID	\$ -									
										Total Estimated Expense - All Funds \$1,000,000

Village of Combined Locks Capital Improvement Plan
2024 - 2028

Year		Street Improvements	Buildings/Grounds	Park/Recreation Improvements	Fleet/Equipment	Water	Sanitary Sewer	Storm Sewer	TID	Funding Source
2028	DPW Truck - Replace 2018 Director Truck		\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -		Current year tax levy
Total General Fund		\$	50,000							
Total Water Fund		\$	-							
Total Sanitary Sewer Fund		\$	-							
Total Storm Sewer Fund		\$	-							Total Estimated Expense - All Funds
Total TID		\$	-							\$50,000

- 2029 - 2033
- Lox Court & Lom Street utilities
 - Lox Court & Lom Street street reconstruction
 - Darboy Road utilities
 - Darboy Road street reconstruction
 - Shalimar Court & Ombre Rose Drive mill & overlay streets
 - Hidden Ridges Subdivision mill & overlay streets
 - Richard Street utilities
 - Richard Street street reconstruction
 - Wallace Street utilities
 - Wallace Street reconstruction

Item #7

APPLICATION FOR OPERATOR'S (BARTENDER) LICENSE

July 1, 2023 to June 30, 2025

August 16

Combined Locks

- ☐ 1-Year Operator's License \$32
☒ 2-Year Operator's License \$50
☒ 60-Day Provisional License \$15

New Applicant ☒

Renewal Applicant ☐

Fee Paid 15-

Section 1 - APPLICANT INFORMATION

Applicant Name (Last, First, MI)		Maiden	
Coenen Shelli A			
Street Address	City	State	Zip Code
442 Woodlawn Ct	Combined Locks	W	54113
Driver's License Number		State License Issued In:	
C550-7816-		Wisconsin	
Date of Birth	Gender	Home Phone Number	Cell Phone Number
8-12-	F	-	920-224-
Name & Address of Establishment(s) Where You Will Be Selling Alcohol			
Milltown Still and Grill			

Section 2 - CONVICTION RECORD

Have you EVER been convicted of a felony?	Yes	No
If Yes, when, where and what type of violation? (Please be specific)		
Have you EVER been convicted of a misdemeanor or ordinance violation?	Yes	No
If Yes, when, where and what type of violation? (Example: speeding, OWI)		
OWI 2011 Kimberly, WI		

Section 3 - PENALTY NOTICE

I, the undersigned, make application for an Operator's License as provided by Wisconsin State Statute 125.17. I am familiar with the laws, ordinances and regulations, and I hereby agree, if granted said license, to obey all provisions of said laws. I understand that any false information made a s part of this application may be cause for denial.

Applicant's Signature	Shelli Coenen
Date Signed	7 day of August 2023
Application Received by	Shelli Coenen

FOR OFFICE USE ONLY

Police Department Complete By:	Background Check Completed Date:	Violations found to be directly related to the responsibilities of serving alcohol (Please circle one):	
OWSO	08/08/2023	No Violations Found	Violations Found
Village Board:	Approve	Deny	Signature:

Read information on reverse side and sign to acknowledge.