



NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, February 6, 2024

TIME: 6:30pm

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

AGENDA

ADMINISTRATIVE COMMITTEE – 6:00pm (Neumeier, Stutzman, Ponto)

1. Review and consider approval of monthly bills
2. Adjourn

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 and consider approval of minutes and bills
 3. Administrator, Public Works Director and Law Enforcement reports – accept and file
 4. Review and consider approval of Ordinance Number 1, Series of 2024; 8-3-5 Preparation for Collection; curbside tire collection
 5. Review and consider approval of Resolution 2024-3; curbside tire collection fee
 6. Review updated information regarding Wolfinger Estates
 7. Review and consider approval of operator licenses for R. DeGroot and J. Witt
 8. Other business, updates and future agenda items
 9. 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. *Employee performance and wage review*
 10. Consider motion to return to open session; action if appropriate
 11. 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

ADMINISTRATOR REPORT 02/06/24 VILLAGE BOARD

January information/projects:

- Plan Commission & Joint Review Board meetings/public hearings on 01/10/24 for TID 3 Amendment - ***postponed***
- Tax collections and January settlement
- Year-end reporting and audit preparation
- Meet with staff to identify future capital needs and staffing needs – ***still drafting***
- Election training for inspectors – ***postponed – no spring primary election***
- *Began recreation registration – 2 leagues were full before opening up registration to new, non-residents; 92 registrations in 7 minutes; only 1 league has spots available*
- *Met with financial advisor and Wolfinger Estates developer to discuss amendment to TID 3 boundary*

February information/projects:

- Tax settlement mid-month
- Year-end reporting and audit preparation continues – audit scheduled March 6-8
- Meet with staff to identify future capital needs and staffing needs; look at financing
- Meet with engineer to discuss construction plans for Park Street & Paul Court
- Plan Commission and JRB to meet as soon as possible once revised Wolfinger Estates plat is completed

Item #4

**VILLAGE OF COMBINED LOCKS
OUTAGAMIE COUNTY, WISCONSIN**

ORDINANCE NUMBER 1, SERIES OF 2024

**AN ORDINANCE REPEALING AND RECREATING ORDINANCE SECTION 8-3-5
“PREPARATION FOR COLLECTION”**

BE IT ORDAINED by the Village Board of Trustees, Village of Combined Locks, Outagamie County, Wisconsin as follows:

1. Ordinance Section 8-3-5, Preparation for Collection as set forth in Exhibit 1 attached hereto is hereby repealed.
2. Ordinance Section 8-3-5, Preparation for Collection as set forth below is hereby recreated and adopted.

Sec. 8-3-5 Preparation for Collection

- (a) **Containers.** Containers are to be placed curbside or at the driveway apron so as to be easily accessible for the refuse collection truck. Arrows on the lid of the container are to point to the street.
- (b) **Ashes.** Ashes are not to be placed in the refuse container unless thoroughly cooled. A refuse container damaged by hot ashes, will be replaced at the expense of the property owner.
- (c) **Hazardous Waste.** Toxic or hazardous waste is prohibited.
- (d) **Time for Placement of Refuse and Recycling Containers.** Refuse and recycling containers must be placed curbside for collection by 6:30am on the day of collection but not before 12:00pm of the day preceding the regularly scheduled collection [19 hours].
- (e) **Prohibited Containers.** The Village of Combined Locks will not collect refuse or recycling in any container other than the containers provided by the Village for use in the automated refuse collection system. Mechanical dumpsters are prohibited and will not be collected.
- (f) **Refuse in Containers Only.** The Village of Combined Locks will only collect refuse that is contained within the refuse container(s) provided to each property.
- (g) **Vehicles Blocking Refuse.** Vehicles must be parked so as not to hinder locating or collecting the refuse containers that are placed curbside.
- (h) **Property Damage.** The Village of Combined Locks will not be liable to any property damage where sanitation crews collect refuse from a location other than curbside.
- (i) **Access.** Commercial establishments must provide access to collection sites. Those sites blocked by vehicles or other obstructions will not be collected.

- (j) **Demolition Material Prohibition.** The Village of Combined Locks does not collect building and/or demolition materials to include: siding, roofing, plaster, ceiling tiles, concrete, dirt, windows, doors, etc.
- (k) **Automotive Oil.** Automotive/motor oil disposal is prohibited in refuse containers. Automotive/motor oil may be disposed of at the Yard Waste Site with the proper permit.
- (l) **Winter Collection.** During the winter months, containers must be placed at ground level next to the curb or in the driveway apron area. Residents shall not place refuse containers atop snow piles.
- (m) **Construction Waste.** The Village of Combined Locks does not collect construction waste.
- (n) **Scrap Tires.** Effective February 6, 2024, the Village of Combined Locks will collect scrap tires only when the disposal fee at the Outagamie County Landfill is discounted or free. Tire collection dates will be posted or published in Village newsletters, its website or other social media. Tires must be 20" or smaller to qualify for curbside collection. Residents will be required to pay the fee established by the Village Board before any tires are collected curbside.

Severability. The provisions of this ordinance are declared to be severable, and if any provision of this ordinance is held to be invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any remaining provisions or applications of this ordinance.

Effective Date. This Ordinance shall take effect upon passage and publication as provided by law.

Date introduced: January 16, 2024
Approved and adopted: February 6, 2024

Village of Combined Locks

John Neumeier, Village President

SEAL

Attest: _____
Racquel Shampo-Giese, Village Administrator/Clerk/Treasurer

EXHIBIT 1

Existing 8-3-5

Sec. 8-3-5 Preparation For Collection.

- (a) **Containers.** Containers are to be placed at curbside, or at the driveway apron so as to be easily accessible to the refuse collection truck. Arrows on the lid of the container are to point to the street.
- (b) **Ashes.** Ashes are not to be placed in the refuse container until thoroughly cooled. A refuse container, damaged by hot ashes, will be replaced at the expense of the property owner.

Refuse Collection and Recycling

8-3-5

- (c) **Hazardous Waste.** Toxic or hazardous waste is prohibited.
- (d) **Time for Placement of Refuse Containers.** Refuse containers must be placed for collection by 7:00 a.m. on the day of collection, but not before 12:00 p.m. of the day preceding the regularly scheduled collection [nineteen (19) hours].
- (e) **Prohibited Containers.** The Village of Combined Locks will not collect garbage or refuse in any container other than containers that are provided by the Village for use in the tip-to-dump refuse collection system.
- (f) **Garbage and Refuse in Containers Only.** The Village of Combined Locks will only collect garbage or refuse that is contained within the refuse container(s) provided to the property.
- (g) **Vehicles Blocking Refuse.** Vehicles must be parked so as not to hinder locating or collecting the refuse containers placed as curbside.
- (h) **Property Damage.** The Village of Combined Locks will not be liable to any property where sanitation crews collect refuse from other than curbside.
- (i) **Access.** Commercial establishments must provide access to collection sites. Those sites blocked by vehicles or other obstructions will not be collected.
- (j) **Demolition Material Prohibition.** The Village of Combined Locks does not collect building and/or demolition materials to include: siding, roofing, plaster, ceiling tiles, concrete, dirt, windows, doors, etc.
- (k) **Dumpster Prohibition.** The Village of Combined Locks does not collect garbage, refuse or trash that is contained within a mechanical dumpster.
- (l) **Oil.** Oil may not be included with household refuse, but must be disposed of at a designated recycling station located near the Village Garage, 300 Park Street.
- (m) **Winter Collection.** During the winter months, containers must be placed at ground level next to the curb or in the driveway apron area. Citizens shall not put refuse containers on top of snow piles.
- (n) **Construction Waste.** The Village of Combined Locks will not collect construction waste.
- (o) **Scrap Tires.** Effective April 1, 1990, the Village no longer disposes of scrap tires. Disposal of scrap tires at a site not designated for such purposes is considered littering. Any person violating this Section of this Code of Ordinances shall be fined not less than Two Hundred Dollars (\$200.00) per offense.

Item #5

**VILLAGE OF COMBINED LOCKS
RESOLUTION 2024-3**

CURBSIDE TIRE COLLECTION FEE

WHEREAS, the Village of Combined Locks has received notice that the Outagamie County Landfill will no longer offer free tire collection to municipalities but will instead, offer a discounted disposal fee for 20" or smaller tires twice per year; AND

WHEREAS, the Village of Combined Locks believes that the curbside collection of scrap tires is a service it wishes to continue to provide for its residents; AND

WHEREAS, the Village of Combined Locks has determined that it is necessary to impose the cost of curbside tire collection on those residents who wish to use the service; AND

WHEREAS, the Village Board of Combined Locks has, and will annually review the cost to dispose of tires and determine an appropriate fee to support the cost of the service; AND

WHEREAS, the Village of Combined Locks is authorized to impose a collection fee under section 8-3-2 of the Village's Code of Ordinances; AND

NOW, THEREFORE BE IT RESOLVED by the Village Board of the Village of Combined Locks that a fee of \$10 per tire, size 20" or smaller, must be paid in the Village Clerk's Office prior to curbside collection of any scrap tires. Tires over 20" will not be collected curbside.

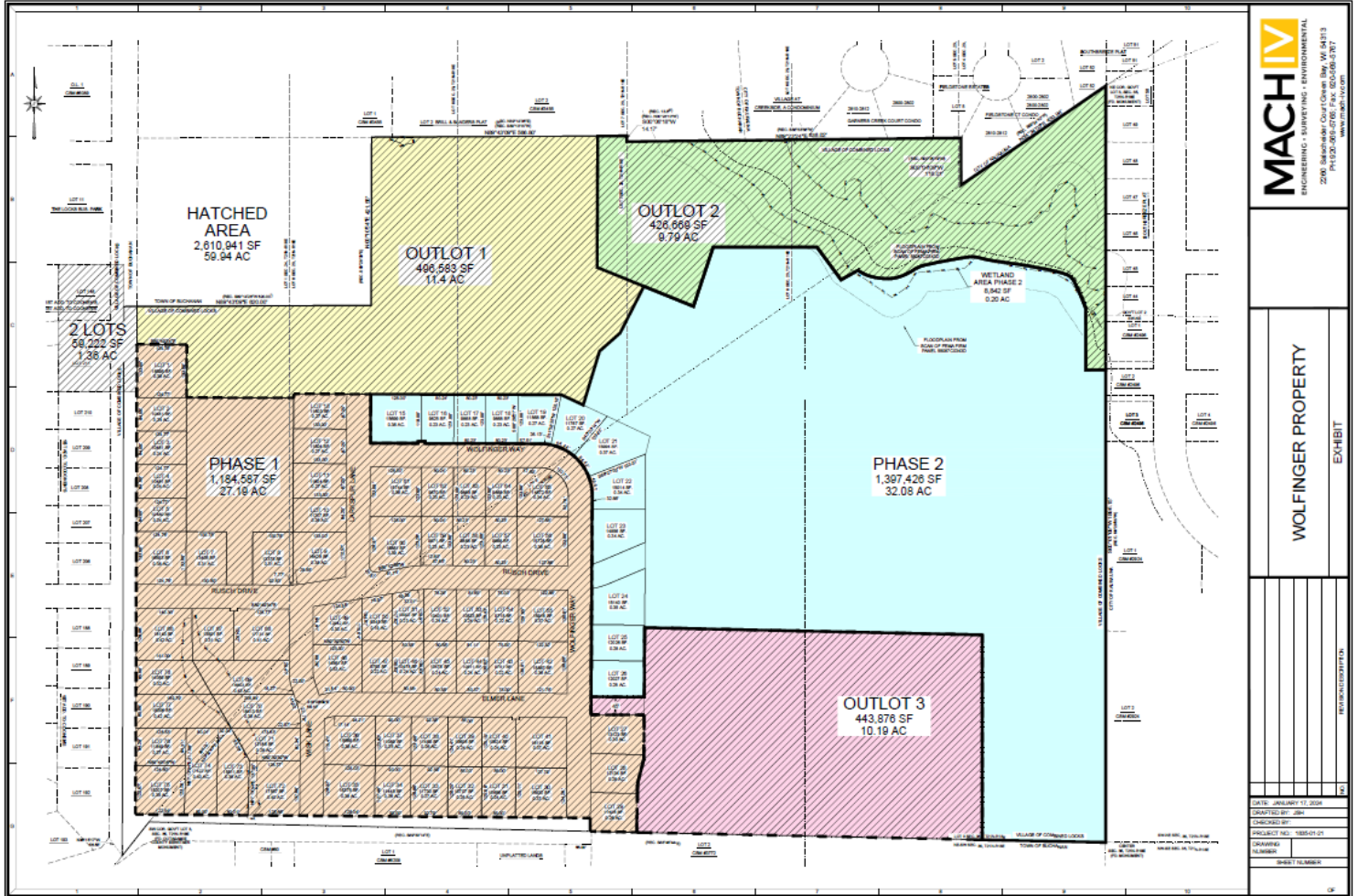
Approved this 6th day of February, 2024 by a vote of _____aye, _____nay, with _____members absent.

John Neumeier, Village President

Attest: _____
Racquel Shampo-Giese, Village Administrator-Clerk-Treasurer

Item #6

The developer is working on certified survey maps for the TID 3 boundary amendment. The pink hashed area labeled "Outlot 3" on the map below is the proposed apartment complex area that would be included in the new TID 3 boundary.



MACH IV
 ENGINEERING - SURVEYING - ENVIRONMENTAL
 2200 S. 48th Street, Suite 100, Waukegan, IL 60087
 PH: 815.499.0700 FAX: 815.499.0707
 www.machiv.com

WOLFINGER PROPERTY
 EXHIBIT

DATE: JANUARY 17, 2024
DRAWN BY: JWH
CHECKED BY:
PROJECT NO: 188-01-21
DRAWING NUMBER:
SHEET NUMBER:

Item #7

APPLICATION FOR OPERATOR'S (BARTENDER) LICENSE

July 1, _____ to June 30, 2025
Feb 6, 2024

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 _____

Section 1 - APPLICANT INFORMATION

Applicant Name.(Last, First, MI) <u>DeGroot, Rebecca, H</u>		Former Name(s): <u>DeGroot, Peters</u>	
Street Address <u>W5726 Hoelzel Way</u>	City <u>Appleton</u>	State <u>WI</u>	Zip Code <u>54915</u>
Driver's License Number <u>D263-72</u>		State License Issued In:	
Date of Birth <u>10-24-</u>	Gender <u>F</u>	Home Phone Number	Cell Phone Number <u>920-716-</u>
Name & Address of Establishment(s) Where You Will Be Selling Alcohol <u>Milltown Still + Grill 101 Bar boy Rd, Combined locks WI</u>			

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) _____

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 Rebecca DeGroot

Date Signed 1-25-24

Application Received by [Signature]

FOR OFFICE USE ONLY

Police Department Complete By: <u>OUSO</u>	Background Check Completed Date: <u>1/26/2024@1206</u>	Violations found to be directly related to the responsibilities of serving alcohol (Please circle one): <u>No Violations Found</u>	
Village Board:	Approve <input type="checkbox"/> Deny <input type="checkbox"/>	Date:	Signature:

****Read information on reverse side and sign to acknowledge.****

APPLICATION FOR OPERATOR'S (BARTENDER) LICENSE

July 1, _____ to June 30, _____

Combined Locks

<input type="checkbox"/> 1-Year Operator's License \$32
<input checked="" type="checkbox"/> 2-Year Operator's License \$50
<input type="checkbox"/> 60-Day Provisional License \$15

New Applicant

Renewal Applicant

Fee Paid _____

Section 1 - APPLICANT INFORMATION

Applicant Name (Last, First, MI) <u>Witt Joanne M</u>		Former Name(s): <u>Schilling</u>	
Street Address <u>119378 Exploration Ave</u>		City <u>Appleton</u>	State <u>WI</u>
		Zip Code <u>54915</u>	
Driver's License Number <u>W2300-43</u>		State License Issued In: <u>Wisconsin</u>	
Date of Birth <u>7-18</u>	Gender <u>F</u>	Home Phone Number <u>-</u>	Cell Phone Number <u>920-841</u>
Name & Address of Establishment(s) Where You Will Be Selling Alcohol <u>Milwaukee Still and Grill 101 Darby Rd Combined Locks WI 54113</u>			

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) _____

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 Joanne Witt

Date Signed 1-29-24

Application Received by Sarah Lee

FOR OFFICE USE ONLY

Police Department Complete By: <u>OU50</u>	Background Check Completed Date: <u>1/30/2024</u>	Violations found to be directly related to the responsibilities of serving alcohol (Please circle one): <u>No Violations Found</u>	
Village Board:	Approve <input type="checkbox"/> Deny <input type="checkbox"/>	Date:	Signature:

****Read information on reverse side and sign to acknowledge.****