

**NOTICE OF VILLAGE BOARD MEETING
and BOARD OF REVIEW**

DATE: Tuesday, June 18, 2024
TIME: 6:30pm
LOCATION: Combined Locks Civic Center,
Council Chambers, 405 Wallace Street

AGENDA

BOARD OF REVIEW – 6:30

- 1. Call Board of Review to order
- 2. Discuss potential timeline for completion of assessment roll
- 3. Adjourn Board of Review until date of mandatory two-hour meeting is known

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. Discuss East Central Wisconsin Regional Planning Commission new MPO Policy Board Structure
- 3. Review and consider approval of Resolution 2024-13; support of new MPO Policy Board Structure
- 4. Review 2023 Combined Locks Sewage Collection System Compliance Maintenance Annual Report
- 5. Review and consider approval of Resolution 2024-14; eCMAR electronic reporting
- 6. Review and consider approval of revised Wolfinger Estates final plat
- 7. Review and consider approval of multiple operator licenses
- 8. Other business, updates and future agenda items
 - a) DNR funding of the Papermaker Pond
- 9. Consider motion to recess Village Board meeting and convene 2nd Quarter Water Commission meeting
- 10. Consider motion to reconvene Village Board meeting
- 11. 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 reviews and wage adjustment consideration*
- 12. Consider motion to return to open session; action if appropriate
- 13. Adjourn

2nd QUARTER WATER COMMISSION MEETING

- 1. Review and consider approval of 1st quarter meeting minutes
- 2. Review report of water/sewer operations to date – Lincoln Street well down for repairs
- 3. Review water loss and sanitary sewer inflow and infiltration estimates
- 4. Adjourn Water Commission and Reconvene Village Board Meeting

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 #2

Representatives of ECWRPC will be in attendance to discuss the new Metropolitan Planning Organization (MPO) Policy Board Structure.



TO: Local Municipalities and Counties within the Appleton (Fox Cities) Metropolitan Planning Area

FROM: Melissa Kraemer Badtke, Executive Director

DATE: May 6, 2024

RE: Redesignation of the Appleton (Fox Cities) Metropolitan Planning Organization (MPO) Policy Board Structure

Background

A Metropolitan Planning Organization is an agency created by federal law to provide local elected leaders input into planning and implementation of federal transportation funds to metropolitan areas with populations greater than 50,000. The Federal-Aid Highway Act of 1962, which mandated the formation of MPOs, has implemented that MPOs must plan for regional transportation planning expenditures and are responsible for the continuing, cooperative, and comprehensive transportation planning process for their urbanized area. Under federal law established by the 1973 Highway Act and the Urban Mass Transit Act, MPOs are **organizations in urbanized areas designated by their Governors** to perform significant planning and programming of federally funded highways and transit projects.

East Central Wisconsin Regional Planning Commission (ECWRPC) was designated as the Appleton (Fox Cities) Metropolitan Planning Organization (MPO) by Wisconsin Governor Patrick Lucey on January 15, 1974. Since that time, the ECWRPC Board, comprised of elected and appointed officials from member counties within East Central's 10-county region, has acted as the Policy Board for the Appleton (Fox Cities) Metropolitan Planning Organization (MPO).

The restructuring of the Policy Board, to be comprised of local elected officials representing at least 75 percent of the impacted population, was identified in East Central's 2020 Strategic Plan and Reorganization Plan. However, that action was deferred until the 2020 U.S. Census data became available, due to the possibility that the Appleton (Fox Cities) and Oshkosh MPOs would be agglomerated, or joined together. The Appleton (Fox Cities) Urban Area was posted on the federal register in January, 2023 and the Appleton (Fox Cities) and Oshkosh MPOs did not agglomerate.

During the 2023 federal certification review of the Appleton (Fox Cities) MPO, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) included a strong recommendation to redesignate the Appleton (Fox Cities) MPO policy board, to ensure compliance with federal requirements as outlined in [23 CFR 450.310](#). **A deadline of September 3, 2024 has been established to complete the redesignation process.**

East Central staff is actively working in coordination with FHWA, FTA, the Wisconsin Department of Transportation, and contracted legal counsel to ensure the various components of the redesignation of the Appleton (Fox Cities) MPO Policy Board structure are compliant with federal regulations.

Item #3

**VILLAGE OF COMBINED LOCKS
RESOLUTION 2024-13
SUPPORTING AND APPROVING OF THE NEW APPLETON (FOX CITIES) MPO POLICY BOARD STRUCTURE
AND REDESIGNATION AGREEMENT**

WHEREAS, the Federal Aid Highway Act of 1962 requires a continuing, comprehensive transportation planning process carried out cooperatively by the State and local communities of each urban area of more than 50,000 population in order to qualify transportation projects for federal aid, and;

WHEREAS, East Central WI Regional Planning Commission (ECWRPC) was designated as the Appleton (Fox Cities) Metropolitan Planning Organization (MPO) by Wisconsin’s Governor in January, 1974, and;

WHEREAS, due to a population in excess of 200,000 following the 2010 U.S. Census, the Appleton (Fox Cities) Urban area was designated by the federal government as a Transportation Management Area (TMA) in 2012, and;

WHEREAS, the ECWRPC Board, consisting of elected and appointed officials from member counties within East Central’s 10 county region, has served as the Policy Board for the Appleton (Fox Cities) MPO since 1974, and;

WHEREAS, the Commission identified the creation of a separate Appleton (Fox Cities) MPO Policy Board within their 2020 Strategic Plan, and;

WHEREAS, a change to the Appleton (Fox Cities) MPO Policy Board was identified as necessary by ECWRPC, Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) to ensure that local elected officials representing 75% of the affected population serve on the MPO Policy Board, consistent with federal requirements as outlined in 23 CFR 450.310, and;

WHEREAS, Village of Combined Locks, Outagamie County is located within the Appleton (Fox Cities) Metropolitan Planning Organization, and;

WHEREAS, a new Appleton (Fox Cities) MPO Policy Board structure has been developed by ECWRPC staff, in coordination with FHWA, FTA, WISDOT, and local impacted communities, which is outlined in the Table 1, and;

WHEREAS, the main functions of the Appleton (Fox Cities) MPO Policy Board shall be to provide policy guidance throughout the transportation planning process, review and approve the Metropolitan Transportation Plan (MTP), Congestion Management Process, Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), and promote the implementation of the TIP and UPWP, and;

WHEREAS, approval of each governing body of the municipalities and counties located within the Appleton (Fox Cities) Metropolitan Planning Area is necessary to demonstrate local support for the formal request that the Governor redesignate the Appleton (Fox Cities) MPO Policy Board structure as outlined in the attached table, and;

WHEREAS, each local unit of government located within the Appleton (Fox Cities) Metropolitan Planning Area will be party to the formal redesignation agreement (attached) between the Governor, ECWRPC, and the local units of government, and so;

NOW THEREFORE, BE IT RESOLVED BY the Village Board of the Village of Combined Locks

Section 1: *That the Village of Combined Locks supports and approves of the new structure of the Appleton (Fox Cities) Metropolitan Planning Organization (MPO) Policy Board, as reflected in the attached table, and;*

Section 2: *That the Village of Combined Locks agrees to participate in the Appleton (Fox Cities) MPO Policy Board meetings, to ensure a continuing, comprehensive, and cooperative transportation planning process for the Appleton (Fox Cities) Metropolitan Planning Area, and;*

Section 3: *That the Village of Combined Locks agrees to the provisions outlined in the attached redesignation agreement, which is hereby incorporated by reference and made a part hereof.*

Approved this 18th day of June, 2024
Submitted By: East Central Wisconsin Regional Planning Commission

John Neumeier, Village President

Attest:

Racquel Shampo-Giese, Village Administrator/Clerk/Treasurer

Item #4

See separate attachment

Item #5

**Village of Combined Locks
Resolution 2024-14
DNR Compliance Maintenance Report Submittal**

WHEREAS, The Village of Combined Locks is required to submit a “**Compliance Maintenance Annual Report**” (eCMAR) in order to comply with the terms of a new Sewerage Collection System Sanitary Sewer Overflow (SSO) General Permit identified as permit WI-0047341; AND

WHEREAS, under the terms of the permit, the governing body of the Village of Combined Locks is required to view the contents of the annual report; and to act on any portion of the permit that is not in compliance with requirements of the permit; AND

WHEREAS, the Compliance Maintenance Annual Report (eCMAR) for the reporting year 2023 for the Village of Combined Locks provides that there are no compliance issues that need to be addressed;

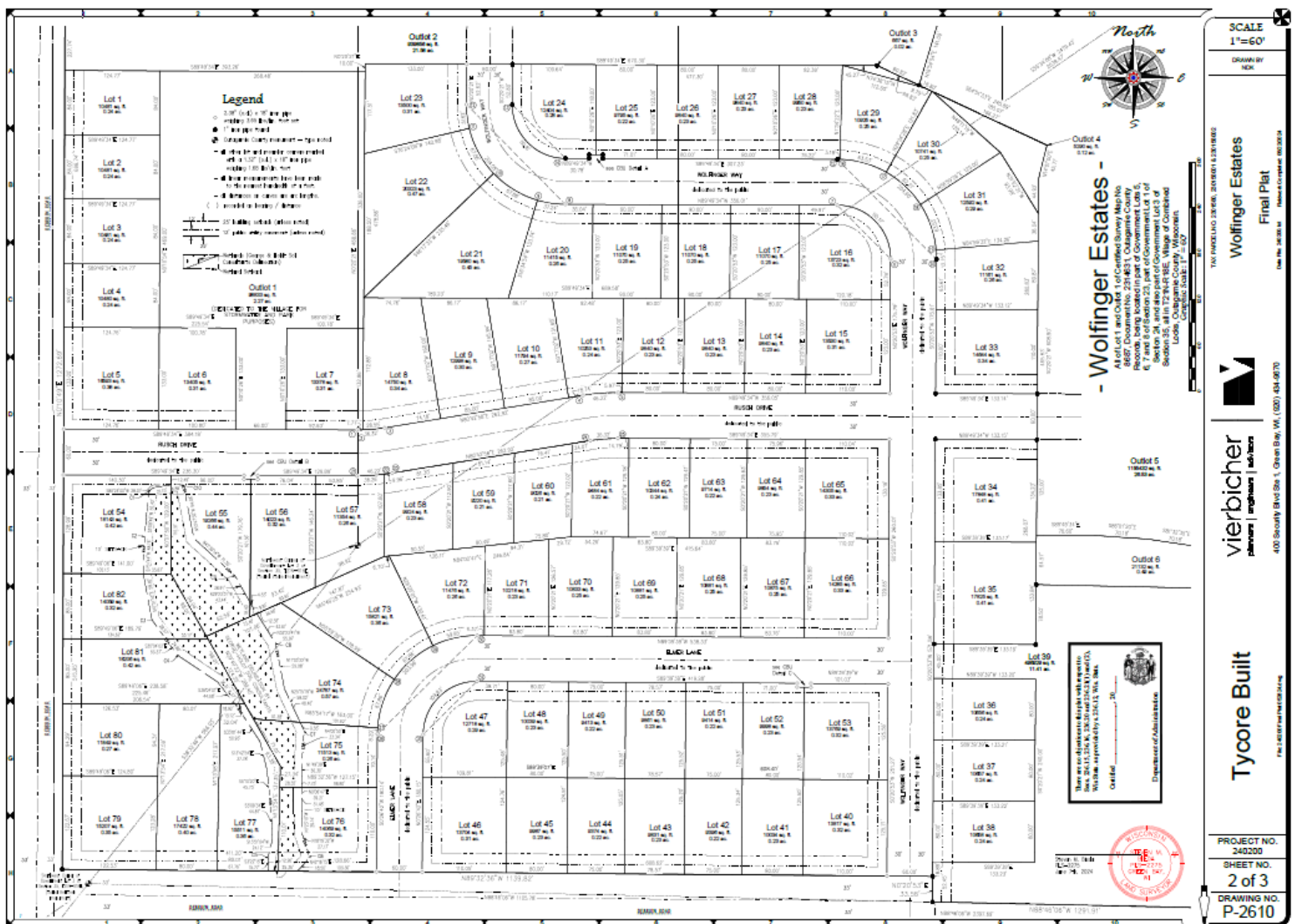
NOW THEREFORE BE IT RESOLVED that the Compliance Maintenance Annual Report be submitted to the DNR as required by law.

Approved this 18th day of June, 2024

John Neumeier, Village President

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

The final plat of Wolfinger Estates has been revised to reflect the recent TID boundary amendment. It consists of 82 single-family lots and the apartment development lot.



Item #7

Kamps:

1. Jenny L Drum
2. Amanda J Kortz
3. Jessica R McDonald
4. Susan A Runaas

Kwik Trip:

1. Mia J Bruce
2. Linda A Manteufel
3. Christina M Stohl
4. Michelle M Grimh

Lox Club:

1. Kara L Cumings
2. Gidget M Peerenboom

New Applicants

1. Richard J Schnese
2. Kali J Henninger
- 3.

Mill Town Still & Grill:

- No renewal applications turned in
- #### New Applicant
1. Gina M DeCoster

Item #8

Summary: This memo provides a ranked list of UNPS Construction grant projects that are to be considered for CY 2025 grant funding. The DNR is sharing these draft lists prior to the August Land and Water Conservation Board (LWCB) Meeting so applicants can more easily plan and prepare their annual budgets. These lists are preliminary, and the funding line shown is subject to change.

The storm water pond is being constructed with Village of Kimberly – line 5.

UNPS Construction Scoring by Rank for 2025

Rank	Applicant	Region	Project Name	Score	State Share Requested
1	Bellevue Village	NER	Schmitt Industrial Park Storm Water Pond	121	\$199,900
2	Sheboygan Falls City	SER	5th St Det Basin	111.6	\$150,000
2	Whitewater City	SER	Starin Park Underground Wet Detention Basin	111.6	\$150,000
3	Waupun City	SCR	Gateway Drive Pond	109.4	\$150,000
4	Howard Village	NER	Valley Brooke Park Pond	108.6	\$80,000
5	Kimberly Village	NER	Papermaker Pond	107.7	\$150,000
6	Milwaukee Metropolitan Sewerage District	SER	30th Street Corridor Wet Weather Relief Phase 2 Stormwater Basin	105.6	\$150,000
7	Marshfield City	WCR	Braem Park Wet Detention Basin	103.2	\$150,000
8	Milwaukee Public Schools	SER	Greener Schools, Stronger Communities - Humboldt Park School	102.3	\$125,000
8	Milwaukee Public Schools	SER	Greener Schools, Stronger Communities - Samuel Clemens School	102.3	\$125,000
8	Milwaukee Public Schools	SER	Green Schools, Stronger Communities - Walt Whitman School	102.3	\$125,000
9	Weston Village	WCR	WisDOT Right-of-Way Wet Detention Basin	102.1	\$150,000
10	Monona City	SCR	Reach 64 Stormwater Project	101.9	\$150,000
11	Schofield City	WCR	Kort Street Wet Detention Basin	98.8	\$150,000
12	Fond du Lac City	NER	Arndt Street Wet Detention Basin	94	\$150,000
13	Washington County	SER	Washington County Campus Stormwater Improvements	93	\$85,000
14	Elkhorn City	SER	Elkhorn Lake Bioretention	91.3	\$111,000
15	Ashwaubenon Village	NER	Willard Pond	89.8	\$200,000
16	Sheboygan City	SER	North Point Bluff Water Quality Improvement Project	84.2	\$90,000
17	De Pere City	NER	26-09 Honey Court Pond Construction	80.3	\$72,970
18	Racine City	SER	Uptown Green Infrastructure	79.2	\$150,000
19	Platteville City	SCR	2024 Rountree Branch Streambank Protection	77	\$100,000
20	Kenosha City	SER	South Creek Restoration & 89th and 39th Basin Green Infrastructure	74.7	\$110,000
21	Brookfield City	SER	Rolling Meadows Park Pond Conversion	55	\$107,500

Black font = proposed to be fully funded
Red font = funding not available

Water Commission

WC Item #1

FIRST QUARTER WATER COMMISSION

MARCH 19, 2024

The first quarter Water Commission Meeting was called to order by Commission Chairman John Neumeier. Commission members in attendance included: Cathy Vander Zanden, Jim Ponto, Ken Heckner, Tim Stutzman, Brad Schinke, and Mike Rietveld.

Also present was Public Works Director Ryan Swick and Village Administrator Racquel Shampo-Giese.

The first item on the agenda was to review and consider approval of the minutes from the fourth quarter meeting. J. Ponto made a motion to approve the minutes. C. Vander Zanden seconded the motion, and it passed unanimously.

The next item on the agenda was the Public Works Director's report of the utility operations for 2023 to date. His report included the following information: five (5) water break repaired this quarter making eight (8) for the year; staff found one leaking hydrant during regular flushing and listening exercises; an estimated 170 cross-connection inspections are expected to be completed for 2023; staff will continue taking inventory of service line material – report due to WI DNR by 10/2024, MCO completed all the contractual tasks (exercising 90 valves, fire flow testing 45 hydrants, backflow testing, and large meter testing). The Director also reported that all routine monitoring requirements for safe drinking water have been performed and passed inspection. Dustin Diedrick will complete the water certification process in 2024. There are no utility projects scheduled for 2024.

The next item on the agenda was to review the water loss and sanitary sewer inflow and infiltration data. The 2023 Year-to-Date data was reviewed. The water loss is estimated at 2.55% (2,133,784 gallons). This is down from 15% in 2022. The I&I gallons are estimated at 62,882,688 with a cost of \$47,979.

T. Stutzman made a motion to adjourn the meeting. K. Heckner seconded the motion, and it passed unanimously.

WC Item #2

SECOND QUARTER WATER COMMISSION-DIRECTOR OF PUBLIC WORKS REPORT
JUNE 18, 2024

Water utility activities

The Lincoln Street well in Kimberly was down for nearly 6 weeks. We received many calls and complaints for high iron levels. We flushed the hydrants in the problem areas 3 times per week to try and help reduce the levels. This does occur every time the Lincoln Street well is down. The well is back up and running as of Thursday afternoon.

Repaired 1 water breaks this quarter and 6 on the year

The village crew flushed all the hydrants within the village.

Listened to all hydrants and curb boxes. No leaks detected

MCO exercised a third of the water valves as scheduled and they will also do the following tasks:

- a. Large meter testing-
- b. Hydrant flow testing on 40-50 hydrants - fall
- c. Cross connection control performance test on three village owned RP relief valves.

All routine monitoring requirements for safe drinking water performed in 2024 has passed inspection for safe drinking water.

Finalizing the Consumer Confident Report (CCR), which is due June 30th.

Continue to work on service line material inventory report for each property within the village.
Report
is due in October.

Sewer work:

Yearly cleaning and televising is completed.

Cleaned and televised Park St storm sewer ahead of 2025 project

There is \$75,000 budgeted for manhole rehab work.

Consider discounted water/sewer bills for customers affected by the Lincoln Street Well shut down.

Previous discounts given were calculated using the number of days the well was down plus discounting the full quarter's flat rates.

