

NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, August 6, 2024

TIME: 6:30pm

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

AGENDA

ADMINISTRATIVE COMMITTEE – 6:00pm (Neumeier, Heckner, Leicht)

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 2023 financial statements with auditor, Erickson & Associates
 3. Consider approval of request for baseball tournament fundraiser – Dan Hacker
 4. Review and consider approval of minutes and bills
 5. Administrator, Public Works Director and Law Enforcement reports – accept and file
 6. Review and consider approval of Special Event Permit: St Paul's Brat Fest on 09/07/24
 7. Review 2025 budget timeline
 8. Review health insurance rates
 9. Discuss and consider action to use absentee ballot drop boxes
 10. Review and consider approval of operator license for G. Ott
 11. Other business, updates and future agenda items
 - a. League Conference, October 23-25, Madison
 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.

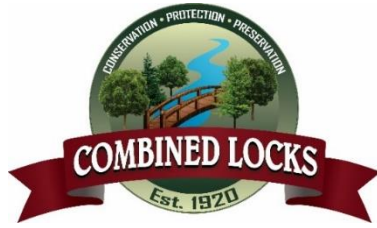
Item #2

Blaine or Jason from Erickson & Associates will be attending the meeting to present and discuss the 2023 Financial Statements. Copies are available in the Clerk's Office for public view.

Item #3

Dan Hacker will be attending the meeting to request use of Memorial Park for a baseball tournament fundraiser on 08/30/24 and 08/31/24.

Item #4



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, July 2, 2024

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 of Allegiance was recited.
- C. Roll call:** Board members present – Neumeier, Leicht, Rietveld, Schinke, Stutzman, Ponto, and Heckner (via telephone). Board members absent – none. Village staff present - Administrator Shampo-Giese, Public Works Director Swick and LES Sgt Ross. Others present – none.
- 13. Public comment for matters not on the agenda:** None
- 14. Review and consider approval of minutes and bills:** J. Ponto made a motion to approve the minutes as presented. M. Rietveld seconded the motion, and it passed unanimously. T. Stutzman made a motion to approve the bills as presented. B. Schinke seconded the motion, and it passed unanimously.
- 15. Administrator, Public Works Director and Law Enforcement reports – accept and file:**
- 16. Review Annual Reports for TID 2 and TID 3:** The annual reports were reviewed. TID 2 revenues were spent on the State Street reconstruction project, and TID 3 revenues were issued to Coonen Development Corporation for infrastructure reimbursement.
- 17. Discuss preliminary audit results and fund balances:** The Administrator reviewed the 2023 preliminary audit results and fund balances with the trustees. She noted that the general fund had a significant deficit due to back to back large projects (Van Zeeland Park and State Street). The general fund's fund balance reflects the deficit. It is expected that the fund balance will be increased over the next 2-3 years.
- 18. Review and consider approval of operator licenses for K. McKinley and E. Tarket:** The Administrator asked the trustees to also consider approval for four additional operator licenses for K. Van Driel, K. Revoir, K. Vogels, and K. Theiss. All background checks were completed by Sgt. Ross. T. Stutzman made a motion to approve the six (6) operator licenses. B. Schinke seconded the motion, and it passed unanimously.
- 19. Other business, updates and future agenda items**
- a. Schedule July meeting date(s):** The trustees canceled the 7/16/24 meeting.
 - b. Open Book Session, Tuesday, July 23rd from 3:00pm to 7:00pm**
 - c. League Conference, October 23-25, Madison**
- 20. Adjourn:** J. Ponto made a motion to adjourn the meeting. M. Rietveld seconded the motion, and it passed unanimously. The meeting adjourned at 6:53pm.

Item #5

ADMINISTRATOR REPORT 08/06/24 VILLAGE BOARD

July information/projects:

- Board of Review training completed 07/31/24
- Notices of Assessment mailed early in the month and open book held 07/23/24 – property owners are still able to discuss the new values with the assessor prior to Board of Review on 08/28/24. The assessment roll is also available for viewing in the Clerk's Office
- Started 2025 budget work – received health insurance rates, retirement rates, working on plans for utility replacement and road reconstruction for Park Street and Paul Court
- Issued utility bill credits as authorized to the customers affected by the high iron for several weeks. It was determined that an estimated 80 customers experienced high iron levels for 10 of 13 weeks of their billing cycle. Those bills were credited at 100%. Others received a 50% to 75% credit.
- In-person absentee voting began 07/30 and continues through 08/09.
- Recreation programming ended 07/24 with a league tourney victory by the Firefighters!

August information/projects:

- Partisan primary election 08/13/24 - election inspector training 08/06
- Budgets, budgets, budgets
- Work with Fire/EMS Chief and personnel on proposed expansion plan
- Finalize Park Street & Paul Court utility and road replacement plans
- Work with McMahon and property owners for permanent easements on Park Street
- Finalize inspection of assessment roll
- Renew CDs

COMBINED LOCKS DPW REPORT August 6, 2024

Water- iron issues- Lincoln Street well went down on 5/7. We started getting complaints the week of May 13. We flushed hydrants within the complaint areas (12 hydrants) every Monday, Wednesday and Friday until the well was back in service. Lincoln Street Well was back up running on Thursday 6/13. I was still getting complaints on Woodlawn Ct and found the iron levels were higher than we want to see but a house down the road was .05. We set up a continuous running water for the household on June 27. The iron levels dropped to the levels we want to see. We have been monitoring the house since then, taking samples 3 times a week and the levels range from .07-.26, with the average being .16. We would like the iron to be below .3 at a minimum but prefer it to be in the .13-.16 range and lower. We also received a complaint from Patrick St and we have been sampling from the home since July 2. Iron was at .49 and then .35. We uni directional flushed the area 4 times and regular flushed 5 times. The levels since 7/8 to present range from .13-.26 with the average reading being .19. Samples at the 2 entry points from Kimberly all tested at .04.

For 2 weeks crew has been working on the lighting project along the south trails in Memorial Park. Removed small black Ballard lights and added taller LED lighting and two poles.

Fredrickson removed 5-40 yard dumpsters for a total of 16-dumpsters on the year.

Swept the entire village for the fifth time

Brush collection was lower and we have given out 35 letters so far about the new changes adopted last year . Large rubbish stops is very similar to years past.

Started working on 2025 budget and CIPP

Started placing playground woodchips to all of Memorial, Coonen, and Greenway Parks.

Lots of flower spraying and removal of weeds.

Met with McMahons regarding Park St 2025 project.

Installed all street name signs

ANTICIPATED PROJECTS:

Park lighting project

Light the lights and fire department festival

Tree removals

Brush Collection, Sweeping

Work on developing a (5) year capital improvement plan and 2025 Operational Budgets.

Street and parking lot painting

Item #6

**Village of Combined Locks
SPECIAL EVENT
PERMIT APPLICATION**



405 Wallace Street
Combined Locks WI 54118
(920) 788-7740 Voice
(920) 788-7742 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

Event name: BRAT FEST

Check one: ☐ Parade ☐ Run/Walk ☒ Festival ☐ Tournament ☐ Other _____

Dates needed: 9/7/24 Times needed: 11 AM to 8 PM
(Please include beginning and end times, if different times are needed on different dates please specify.)

Buildings, parks, shelters, open space needed: NO

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)? N/A

Will tents or other temporary structures be erected? YES

Will you be having any kind of animals, performances or amusement rides? PETTING ZOO

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

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

Other requests: _____

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 STEGMANN
Officer of Sponsoring Organization - Name

Rev. Robert Stegmann
Signature

7/23/2024
Date

Address 410 WALLACE ST. COMBINED LOCKS

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:

07/29/2024 SL

Amount Received:

\$50

Received By:

Credit Card print

Item #7

Village of Combined Locks - Annual Budget Timeline

August	<ul style="list-style-type: none">*Department Heads schedule meetings with Administrator*Identify budget needs*Administrator gathers tax base information/TID values
September thru October	<ul style="list-style-type: none">*Department Heads finalize budget needs*Administrator compiles budget requests/drafts for all funds*Administrator reviews current fees and recommends changes<ul style="list-style-type: none">*refuse special charges/storm water charges*rental fees/building permits/licensing/miscellaneous fees*Publish and post public hearing notice and budget summary
November	<ul style="list-style-type: none">*Detailed budget review with Village Board*3rd Tuesday – public hearing and adoption of general fund budget*adopt enterprise funds and special revenue funds budgets
Notes:	<ul style="list-style-type: none">*retirement contribution increase for 2025 from 13.80% to 13.90% (employer/employee 50/50 split)*health insurance rates increase for 2025 – 13.5% increase for Village; 7% decrease for employees*wages?

NEWS RELEASES

CPI for all items falls 0.1 percent in June; gasoline down

07/11/2024

In June, the Consumer Price Index for All Urban Consumers fell 0.1 percent, seasonally adjusted, and rose 3.0 percent over the last 12 months, not seasonally adjusted. The index for all items less food and energy increased 0.1 percent in June (SA); up 3.3 percent over the year (NSA).

[HTML](#) | [PDF](#) | [RSS](#) | [Charts](#) | [Local and Regional CPI](#)

NEXT RELEASE

July 2024 CPI data are scheduled to be released on August 14, 2024, at 8:30 A.M. Eastern Time.

Item #8

Program Option: P04 WPE Deductible +Dental 2025 Rates * = Not in calculation - Plan not qualified in county			88% of Tier 1 Qualified Plans' Average Premium					
County	Tier	Carrier	Single			Family		
			Maximum Employer Share	Minimum Employee Share	Total Premium	Maximum Employer Share	Minimum Employee Share	Total Premium
Outagamie								
	3	Common Ground Healthcare Cooperative	\$944.77	\$311.05	\$1,255.82	\$2,324.73	\$772.55	\$3,097.28
	* 2	Dean Health Plan - Prevea360 East	\$944.77	\$78.63	\$1,023.40	\$2,324.73	\$191.51	\$2,516.24
	* 1	Network Health	\$944.77	\$128.83	\$1,073.60	\$2,324.73	\$317.01	\$2,641.74
	3	Robin with HealthPartners	\$944.77	\$415.79	\$1,360.56	\$2,324.73	\$1,034.41	\$3,359.14
	3	Access Plan - Dean	\$944.77	\$368.13	\$1,312.90	\$2,324.73	\$915.27	\$3,240.00
Ozaukee								
	3	Common Ground Healthcare Cooperative	\$944.77	\$311.05	\$1,255.82	\$2,324.73	\$772.55	\$3,097.28
	3	HealthPartners Health Plan Southeast	\$944.77	\$394.79	\$1,339.56	\$2,324.73	\$981.91	\$3,306.64
	1	Network Health	\$944.77	\$128.83	\$1,073.60	\$2,324.73	\$317.01	\$2,641.74
	3	Access Plan - Dean	\$944.77	\$368.13	\$1,312.90	\$2,324.73	\$915.27	\$3,240.00
Pepin								
	2	Dean Health Plan - Medica West	\$946.79	\$324.05	\$1,270.84	\$2,329.82	\$805.02	\$3,134.84
	*	Quartz West	\$932.58	\$0.00	\$932.58	\$2,289.18	\$0.00	\$2,289.18
	1	State Maintenance Plan (SMP) - Dean	\$946.79	\$129.11	\$1,075.90	\$2,329.82	\$317.70	\$2,647.52
	3	Access Plan - Dean	\$946.79	\$366.11	\$1,312.90	\$2,329.82	\$910.18	\$3,240.00
Pierce								
	2	Dean Health Plan - Medica West	\$946.79	\$324.05	\$1,270.84	\$2,329.82	\$805.02	\$3,134.84
	3	GHC of Eau Claire Greater Wisconsin	\$946.79	\$406.43	\$1,353.22	\$2,329.82	\$1,010.96	\$3,340.78
	3	HealthPartners Health Plan West	\$946.79	\$398.75	\$1,345.54	\$2,329.82	\$991.76	\$3,321.58
	1	State Maintenance Plan (SMP) - Dean	\$946.79	\$129.11	\$1,075.90	\$2,329.82	\$317.70	\$2,647.52
	3	Access Plan - Dean	\$946.79	\$366.11	\$1,312.90	\$2,329.82	\$910.18	\$3,240.00
Polk								
	3	GHC of Eau Claire Greater Wisconsin	\$946.79	\$406.43	\$1,353.22	\$2,329.82	\$1,010.96	\$3,340.78
	3	HealthPartners Health Plan West	\$946.79	\$398.75	\$1,345.54	\$2,329.82	\$991.76	\$3,321.58
	1	State Maintenance Plan (SMP) - Dean	\$946.79	\$129.11	\$1,075.90	\$2,329.82	\$317.70	\$2,647.52
	3	Access Plan - Dean	\$946.79	\$366.11	\$1,312.90	\$2,329.82	\$910.18	\$3,240.00

Item #9

Recent court rulings allow municipalities to use absentee ballot drop boxes again. Do trustees wish to reinstate use of the night deposit box for returning absentee ballots?

Item #10

APPLICATION FOR OPERATOR'S (BARTENDER) LICENSE

~~July 1,~~ Aug 6, 2024 to June 30, 2025

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 \$15.00

Section 1 - APPLICANT INFORMATION

Applicant Name (Last, First, MI) <u>Ott, Gavin, E</u>		Former Name(s):	
Street Address <u>2481 S. Weiler Rd.</u>	City <u>Kaukauna</u>	State <u>WI</u>	Zip Code <u>54130</u>
Driver's License Number <u>0300-2850-</u>		State License Issued In: <u>WI</u>	
Date of Birth <u>04/05/20</u>	Gender <u>M</u>	Home Phone Number <u>(608) 461-</u>	Cell Phone Number <u>Same as home</u>
Name & Address of Establishment(s) Where You Will Be Selling Alcohol <u>Kamps Bar and Grill 303 Williams St. Combined Locks</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

Gavin Ott

Date Signed

7/17/2024

Application Received by

Sarah Smith

FOR OFFICE USE ONLY

Police Department Complete By: <u>OUSO</u>	Background Check Completed Date: <u>7/19/24</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.****