



## NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, September 3, 2024

TIME: 6:30pm

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

### AGENDA

#### **ADMINISTRATIVE COMMITTEE – 6:00pm (Neumeier, Stutzman, Schinke)**

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. Hear and consider action on request to allow chickens and other fowl in the community
3. Review and consider approval of minutes and bills
4. Administrator, Public Works Director and Law Enforcement reports – accept and file
5. Review cost estimate to treat Ash Trees instead of removing them
6. Other business, updates and future agenda items
  - a. DNR CMAR response – 2023 report
  - b. Tour Fire Department
7. Adjourn

**Public Notice:** Agendas are posted in the following locations: Combined Locks Civic Center main entrance and Village website: [www.combinedlocks.wi.gov](http://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](mailto: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

At the 08/20/24 Village Board meeting, Ms. Alissa Henrickson asked the trustees to hear her request for residents to keep chickens in the Village. Her request to be heard as approved, and she was told that the trustees would add the request to the 09/03/24 agenda. Ms. Henrickson was told to get any documentation she would like the trustees to consider to the Administrator by noon on Friday, August 30<sup>th</sup>. No documentation was submitted to the Administrator.

Another resident was told she must re-home the ducks she was keeping on her property. She asked to be heard at the 09/03/24 meeting, also. She and a few other residents sent emails to the Administrator. A few non-residents also sent emails, but they have not been included in this packet.

### **Emails received regarding chickens/ducks/fowl keeping in Combined Locks:**

I am writing to you to state my view on raising ducks within the city limits. I am definitely in favor of the practice. My address is 238 Ryan Street.  
Kurt lex

I would like to write in in favor of have a small amount of farm fowel.  
A few of our neighbors have had them.I only found out recently that technically there in coconut.They're right across from us though.... We have.Always enjoyed their ducks when on walks or when they come into our yard foraging. There has never been any issues with smell or Nuisance level...its been years with our friendly neighborhood ducks.  
We got ducks too only to discover even though we are a few houses apart...they are NOT in our town i figured we were all in the samw town. .  
I Would like to request that this go through and be allowed. It is so beneficial to the homes that have them! It is our rights as americans to be able to sustain ourselves, And while living in the city means that that has to be extremely limited... You could do this on a small scale 1-4 fowl And it not affect your neighbors. In our personal case even though are other neighbor's their ducks are free foraging and it's never caused a problem Our ducks did go to the neighbors yard and he didn't.... We that very same day constructed a pen and they have not left our yard.since. So if the issue is neighbors do not wanting ducks roaming in and out of their yards...totally understandable!!  
It can be solved with pen requirements that must be achieved or you would be in violation of The village ordinance, if this should go through, and ine would run the risk of losing your license to keep them.  
As far as the problem of a neighbor not taking care of their chickens and the smell... That's easily Addressible too, they could be fined as you would with any other garbage yard issue. And in truth, this is a very rare problem, as are surrounding neighbors have had fowl for years and we have never had a smell..we are 2 houses apart.... If find more than set amount of time you run the risk of losing your license again and the ducks/chickens have to go. This issue is particularly vital to Our household as we severe allergies to chicken eggs and NOT duck eggs. Duck eggs are not readily available so it is a particular issue in my household as having our own 2-4 ducks insures that our family can eat a healthy balanced meal as the lack of the nutrients from eggs has caused health issues as well. I believe as American citizens.We should be granted this right, As long as we would Comply with the rules laid out to keep this clean for thewhile community. Not to mention The health benefits of duck vs chicken eggs are amazing! All of the surrounding communities all around our house they are allowed... You could do this like kaukauna where you have to pay annually for the License required to have the ducks and chickens. Institute strict rules on how they are to be kept and heavy fines if it is not met. I don't see any reason why we shouldn't be like the surrounding communities...especially since the houses near us that have ducks.., They are no further apart from their neighbors as we are from ours...the property lines are no larger then our yards.

I believe a case could be made for that, it is our fundamental right as americans to be able to homestead even to a very tiny degree in the city.... Obviously on a large scale this is not possible. But the size requirement for a coop and a run for 2-4 fowl is so small...every urben community could have one and maintain it well, if they follow the rules. Punishing the entire community for the actions of one or two that violated cleaning requirements Necessary to keep it healthy for their neighbors seems far too Outrageous.

The economy as well.... The prices.

Of eggs and food in general going up constantly this passing would ensure that familis could ensure, if that would choose too, that they can have their own healthy supply of eggs or butchering chickens for meat and not worry about if they can Afford that high price of eggs when it went up that week.

Not to mention the health benefits of children being raised with caring for animals versus not.... You are combined to the city for various reasons, there should still be a way to have this on a small manageable scale.

I sincerely hope and pray that you look at this from all angles and not just from 1 or 2 bad apples.

Shanna Stevens, 238 Ryan Street

I'm writing in favor of letting people raise fowl on their properties if they are not free roaming and contained on the property. I think it's a basic right of the people to raise their own food within reason on their own property. I can understand in a township or city that it would be problematic to raise cattle or sheep, but I think a half dozen chickens or ducks should be allowed. There could be some stipulations on keeping up with the cleaning up of the manure and general well being of the fowl, but I think it should be allowed. I would understand banning roosters due to the noise. Thank you.

Bill Van Asten, 238 Ryan Street

I am unable to attend the meeting on Tuesday so I am writing in to say that I think we absolutely should allow small fowl in the village. I believe the benefits outweigh the small concern I have read. Please consider my opinion when making a final decision. Thank you for allowing us to be heard!

Jamie Nock, 505 Richard Street

Good afternoon,

My name is Heather Vander Zanden and my family resides at 512 Stevens Street. We are writing in, to say that we are in favor of farm fowl.

Sincerely,

The Vander Zanden Family

Hello,

I'm writing in of support of fowl that will be discussed next week. As a resident of Combined Locks, we don't see any issue with allowing a small number of chickens or ducks (2-4 quantity). Residents should have to pay a permit to sign off that they will abide by the upkeep of their yard (just like any other yard should be- there are garbage cans that sit in roads and grass that is too long, or grass clippings that blow right to the drain by some residents and to my knowledge they should also be talked to).

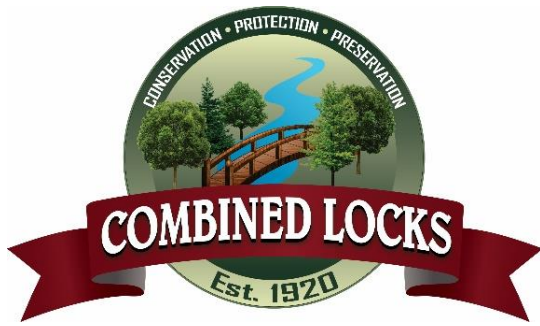
For the resident who is getting their ducks taken away, I have only seen the upmost care of the birds everytime I drive by. I don't know them but they have a big enough yard, and it's well kept.

Thank you,

Beth Spiering

113 Green Way Dr

Excerpts of minutes from 2023 when Village Board last heard and voted down the request:



## MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, June 6, 2023

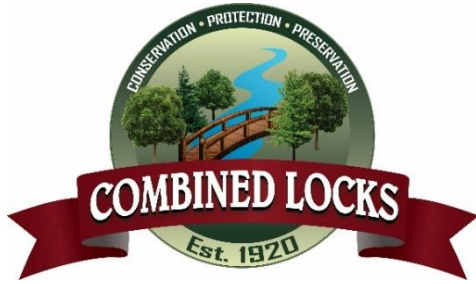
TIME: 6:30pm

LOCATION: Combined Locks Civic Center,

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### 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, Vander Zanden, Ponto, Rietveld, Heckner, Schinke, and Stutzman. Board members absent – none. Village staff present – Administrator Shampo-Giese and Public Works Director Swick. Others present – Judy Hebbe of the Times Villager, Wade Micoley of Tycore Built, and several residents.
- 1. Public comment for matters not on the agenda:** President Neumeier asked for a moment of silence in honor of McKenzie Van Eperen; the young girl who died in a traffic accident at the intersection of Wallace Street and CTH N.
  - 2. Review and consider approval of minutes and bills:** J. Ponto made a motion to approve the minutes as presented. C. Vander Zanden seconded the motion, and it passed unanimously. M. Rietveld made a motion to approve the bills as presented. C. Vander Zanden seconded the motion, and it passed unanimously.
  - 3. Administrator, Public Works Director and Law Enforcement reports – accept and file:** The Administrator and Public Works Director reviewed the activities within the Village for the previous and current month. The Law Enforcement monthly activity report was received. All reports were accepted and are on file in the Clerk's Office.
  - 4. Hear from residents who want an ordinance change to allow chicken keeping in the Village; action if appropriate:** Roughly eight (8) residents were in attendance to voice their request for the Village to allow chicken keeping. Residents K. Bern, M. Schmidt, A. Asplundh, and D. Hopfensperger addressed the trustees with their request and reasons to allow chicken keeping. Statements included: sustainable food production, educational opportunities, community bonding and engagement, economic benefits, roosters not allowed, proper coops to keep out predators, and fenced yards. Trustees discussed monitoring of properties who might be permitted, cost, manure disposal, attracting predators, and noise. The trustees asked the Administrator to get more information, and the matter would be discussed again at the 06/20/23 meeting.



## MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, June 20, 2023

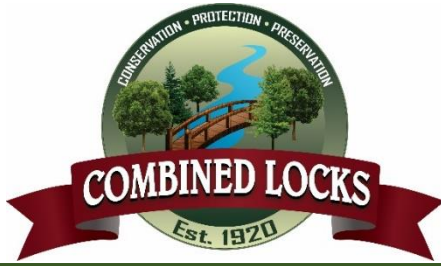
TIME: 6:30pm

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

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### MINUTES

- A. Call to order:** Village President Neumeier called the meeting to order at 6:30pm.
- B. Pledge of Allegiance:** Pledge recited.
- C. Roll call:** Board members present – Neumeier, Stutzman, Schinke, Heckner, Rietveld, Ponto, and Vander Zanden. Board members absent – none. Village staff present - Administrator Shampo-Giese and Public Works Director Swick. Others present – several residents.
- 1. Public comment for matters not on the agenda:** None
  - 2. Review draft of proposed ordinance language allowing chicken keeping in the Village; action if appropriate:** The Village President reviewed the proposed ordinance language with the trustees and the residents in attendance. The residents were able to voice their support of creating an ordinance to allow chicken keeping in the Village. The matter was discussed. Questions about permit and inspection fees were asked and answered. The Village President asked trustees if any were opposed to allowing chicken keeping. Two said they did not support having chickens in the Village (Schinke and Neumeier). Other trustees need more time to consider the ordinance. No action was taken on the proposed ordinance, and it will be on the 07/18//23 agenda.



**MINUTES OF VILLAGE BOARD MEETING**  
**DATE: Tuesday, July 18, 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, Vander Zanden, Ponto, Rietveld, Heckner, Schinke, and Stutzman. Board members absent – none. Village staff present – Administrator Shampo-Giese, Public Works Director Swick and LES Van Berkel. Others present – Rick and Lori Strick, David Hopfensperger, Kari Bern, Andrew Lindsey, and Todd Finch.
- 1. Public comment for matters not on the agenda:** Rick Strick addressed the trustees with a request to make sure that retired firefighters are recognized during the 100 Year Anniversary of the Fire Department. A Fire Centennial Celebration is being planned along with the Light the Lights and Village Corn Roast. The Administrator assured Mr. Strick that plans are in place for the recognition as well as an invitation to the retired firefighters to attend a Village picnic scheduled for Saturday, September 9<sup>th</sup>. Todd Finch addressed the trustees with a concern about some possible homeless people living at Lindberg Park. He also reported some suspicious activity at the park as well as an incident on his property. Sgt. Van Berkel explained that she and other Deputies have made contact with the people who appear to be homeless. She has provided information for resources that might be helpful to them and reminded them that the park closes at 11:00pm. She and the Deputies will continue to be vigilant in monitoring Lindberg and other Village parks.
  - 2. Review and consider approval of minutes and bills:** C. Vander Zanden made a motion to approve the minutes as provided. J. Ponto seconded the motion, and it passed unanimously. T. Stutzman made a motion to approve the bills as presented. M. Rietveld seconded the motion, and it passed unanimously.
  - 3. Administrator, Public Works Director and Law Enforcement reports – accept and file:** The Administrator, Public Works Director, and LES reviewed the activities within the Village for the previous and current month. All reports were accepted and are on file in the Clerk’s Office.
  - 4. Review draft of proposed ordinance language allowing chicken keeping in the Village; action if appropriate:** The Village President recapped the previous discussions regarding the proposed ordinance language to allow chicken keeping. Trustees and residents openly discussed the proposal. J. Ponto called for a survey of the trustees to determine if more effort should be put forward to allow chicken keeping. M. Rietveld seconded the request for the survey. Via a roll call vote of 4-3, there will not be any further effort to create an ordinance allowing chicken keeping. The nay votes were: J. Neumeier, B. Schinke, K. Heckner, and C. Vander Zanden. The aye votes (favoring additional effort to create the chicken keeping ordinance) were: M. Rietveld, J. Ponto and T. Stutzman.

## Draft rules and regulations from 2023 consideration of chicken keeping:

### Proposed Chicken Keeping Rules and Regulations

These rules and regulations will be used and enforced in conjunction with Ordinance Section 7-1-13 should the Combined Locks Village Board approve the keeping of chicken within the Village's corporate boundaries.

1. Persons desiring to keep chickens within the Village of Combined Locks shall obtain an annual permit from the Clerk's Office. Fees for said permits shall be on file with the Clerk's Office. Before a permit is issued, the applicant must provide a plan on the form provided by the Village that include a detailed diagram of the coop location including distances from nearby structure on neighboring properties, coop design and materials plan, a plan to dispose of manure in a safe and adequate manner and comply with Wisconsin Department of Agriculture, Trade and Consumer Protection's premises registration program.
2. The keeping of up to **four (4) chickens, (keep verbiage as is, or change to six (6), or change to maximum of six (6) total animals on each property/parcel** with a permit is allowed on single family or two-family dwellings only. Permits are not allowed on multi-family, commercial, or mixed-use buildings/occupancies.
3. The term "chicken" used throughout these regulations shall exclusively mean a female gallinaceous bird or hen of any age (including chicks). The term "chicken" does not include roosters or other kinds of fowl, including but not limited to, ducks, quail, grouse, pheasant, turkeys, peacocks, emus, ostriches, or the like.
4. No person shall keep any rooster.
5. Property Requirements:
  - a. Written permission from the property owner is required if the permit applicant does not own the property where chickens will be kept. Written permission will be on a Village prescribed document issued by the Village to the property owner of record.
  - b. Chickens shall not be kept or maintained upon a vacant lot, inside a residential dwelling unit, including basements, porches, garages, sheds, or similar storage structures.
  - c. **Written approval from all abutting property owners who have an occupied dwelling unit within 100 feet of the proposed coop location is required on an annual basis (with each permit renewal). An agreement form will be mailed to the property owners from the Clerk's Office.**  
**Keep or remove this verbiage**
  - d. If a new dwelling unit is built upon, or if a new owner purchases abutting property after a chicken keeping permit is issued, the new property owner must also provide written approval in order for the permit holder to retain the chicken keeping permit.

## 6. Coop Location and Design:

- a. **The chicken coop and attached chicken run shall be located only in the rear yard of the license holder's residence. Coops and runs shall be located not less than 15 feet from any side and rear lot lines, and shall be a minimum of 25 feet from any dwelling structure or public sidewalk.**

**Keep verbiage or change/add: Property requirement exceptions to 6a. When prior written approval is provided from all abutting property owners that have an occupied dwelling unit within 100 feet of the proposed coop location, the following coop location may apply: A coop shall be located only in the rear yard. Coops may be located closer than 15 feet to a side or rear lot line but must still maintain a minimum of 25 feet from any dwelling structure or sidewalk.**

- b. All chickens shall be kept in a ventilated and roofed coop with the floor area of not less than three (3) square feet for each hen. The height of the coop shall not exceed eight (8) linear feet as measured vertically from the coop's grade level to the outside highest point of the coop. All coops must include an enclosed run area, and all components of the coop shall be enclosed with wire netting or material that prevents chickens from escaping the coop and of adequate structure to prevent predators from entering the coop. The chicken run enclosure shall be limited to a maximum of 64 square feet. All coop floors shall be composed of a hard, cleanable surface, e.g., painted or sealed wood, linoleum, hard plastic, and shall be resistant to rodents, therefore, a dirt floor is not acceptable.

## 7. Conditions for Keeping and Sanitation

- a. Chicken coops and chicken runs shall be cleaned of feces, uneaten food, feathers, and other waste as necessary to ensure the birds health and prevent objectionable odor.
- b. Chickens shall be kept or maintained with a coop and/or attached chicken run enclosure at all times and shall be provided with adequate water, food and shelter. Food shall be stored in containers which make the feed inaccessible to rodents, vermin, wild birds, and predators.
- c. Deceased chickens shall be disposed of immediately in a safe manner, which may include trash disposal after placing the deceased chicken in a sealed bag.
- d. Unusual illness or death of chickens shall be immediately reported to the Outagamie County Health Department.
- e. Sale of eggs is prohibited both onsite and offsite except as otherwise permitted by the State of Wisconsin and USDA.

## 8. Permits and Fees

- a. Permits shall be issued on an annual basis and expire July 31<sup>st</sup>.
- b. Permits shall not be transferrable and license application fees shall not be pro-rated or refundable.
- c. Annual Inspection fee: \$75                      Annual Permit fee: \$25



- c. The Clerk, or designee thereof, is authorized to issue a permit pursuant to this section upon the applicant satisfying all requirements set forth herein and upon confirmation from **who shall inspect and monitor** \_\_\_\_\_ that all setback requirements are met and all work requiring permits has been completed.
- d. New and renewal applications that are not approved shall, upon written request from the applicant, and received by the Clerk within fifteen (15) days of denial, be reviewed by the Village Board at its next regularly scheduled meeting.
- e. Chicken coops and chicken runs shall be removed from the property in their entirety within 30 days of a previously issued license being revoked or expiring and not being renewed.

9. Enforcement:

- a. Permits for the keeping of chickens are issued by the Clerk's Office. The Clerk, Law Enforcement, Public Works, \_\_\_\_\_, and Building Inspector shall also have jurisdiction to investigate and enforce any failure to comply with these requirements. Representatives of these departments/entities may issue compliance orders and citations pursuant to these requirements and the municipal code section under which they are adopted, other sections of the municipal code that may apply and state law.
- b. Violations of these requirements may also constitute a public nuisance under the Village of Combined Locks Municipal Code and Wisconsin Statutes.
- c. In addition to any other penalties imposed, any actual costs incurred by the Village resulting from the abatement of a nuisance or other violation of these rules and regulations shall be collected by the Village as a debt from the owner, occupant or person causing, permitting or maintaining the nuisance and, if notice to abate the nuisance or violation has been given to the owner, such cost shall be assessed against the real estate as a special charge.
- d. In addition to issuing citations for violations, the Village shall have the right to suspend or revoke any permit issued pursuant to this section for violations of ordinances, laws or requirements regulating activity and for other good cause.

10. Severability:

- a. If any section of these rules and regulations is found to be unconstitutional or otherwise invalid, the validity of the remaining sections shall not be affected.

Other options for consideration:

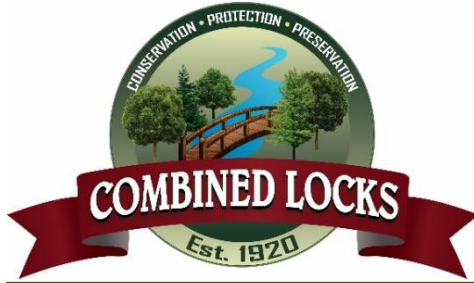
Limit number of permits issued?

Prohibit or regulate the sale of eggs/chickens as home occupation?

1, 2, or 3 strike revocation of permit policy?

Slaughtering allowed at the permit residence?

## Item #3



### MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, August 6, 2024

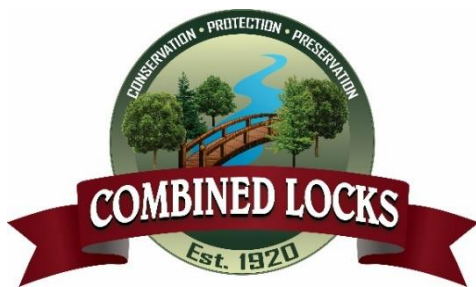
TIME: 6:30pm

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 recited.
- C. Roll call:** Board members present – Neumeier, Leicht, Ponto, Rietveld, Heckner, Schinke, and Stutzman. Board members absent – none. Village staff present – Administrator Shampo-Giese. Others present – Jason Vollrath of Erickson & Associates and Dan Hacker.
- 1. Public comment for matters not on the agenda:** None
  - 2. Review 2023 financial statements with auditor, Erickson & Associates:** Jason Vollrath provided a brief overview of the 2023 financial statements. General fund had a significant cash loss due to using reserve funds for State Street reconstruction and the over budget costs of Van Zeeland Park construction. The Village is still in good shape financially.
  - 3. Consider approval of request for baseball tournament fundraiser – Dan Hacker:** Mr. Hacker introduced himself and explained that he is one of the coach/organizers of the 16U Quad County Ducks, which is a youth traveling baseball team. The group wants to host a baseball tournament for 8U teams on the Friday and Saturday of Labor Day weekend. The 16U team members act as the coaches and umpires, and this would be a fundraiser for them. The matter was discussed. B. Schinke made a motion to approve the tournament as requested and require a \$150 rental fee. T. Stutzman seconded the motion, and it passed unanimously.
  - 4. Review and consider approval of minutes and bills:** J. Ponto made a motion to approve the minutes as presented. A. Leicht seconded the motion, and it passed unanimously. K. Heckner made a motion to approve the bills as presented. A. Leicht seconded the motion, and it passed unanimously.
  - 5. Administrator, Public Works Director and Law Enforcement reports – accept and file:** Activities for the previous and current month were reported. All reports were accepted and are on file in the Clerk's Office.
  - 6. Review and consider approval of Special Event Permit: St Paul's Brat Fest on 09/07/24:** The Special Event application was reviewed. T. Stutzman made a motion to approve the Special Event as requested. K. Heckner seconded the motion, and it passed unanimously.
  - 7. Review 2025 budget timeline:** Trustees reviewed the 2025 budget timeline. It was noted that the general fund budget schedule will be slightly different due to needing to reschedule the 11/05/24 meeting as it conflicts with the General Election.
  - 8. Review health insurance rates:** Trustees reviewed the health insurance rates set by the Wisconsin Department of Employee Trust Funds. The increase to the Village is roughly 11%.

9. **Discuss and consider action to use absentee ballot drop boxes:** The Administrator reported that a State Judge has now decided that ballot drop boxes are acceptable for use, if the Clerk believes the drop box to be secure. She asked the trustees what they would like to do, as her opinion is that the drop box is secure, but waffling back and forth can get confusing for voters. The matter was discussed. M. Rietveld made a motion to return to using the night deposit box for returning absentee ballots. J. Ponto seconded the motion, and it passed with six (6) ayes and one (1) nay – B. Schinke.
10. **Review and consider approval of operator license for G. Ott:** A. Leicht made a motion to approve the operator license for G. Ott. B. Schinke seconded the motion, and it passed unanimously.
11. **Other business, updates and future agenda items**
  - a. **League Conference, October 23-25, Madison:** No trustees will be attending this year.
12. **Adjourn:** T. Stutzman made a motion to adjourn the meeting. M. Rietveld seconded the motion, and it passed unanimously. The meeting adjourned at 7:18pm.



## MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, August 20, 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 recited.
- C. **Roll call:** Board members present – Neumeier, Heckner (via telephone), Leicht, Ponto, Schinke, and Rietveld. Board members absent – Stutzman. Village staff present – Administrator Shampo-Giese, Public Works Director Swick and Public Works Assistant Director Weyenberg. Others present – Dennis Looker, Nick Curry and residents Philipp & Alissa Henrickson.
8. **Public comment for matters not on the agenda:** Alissa Henrickson asked the Board to hear her request for keeping chickens in the Village. President Neumeier agreed, and the request will be considered at the 09/03/24 Village Board meeting. Ms. Henrickson was asked to get any documentation she wants the trustees to review to the Administrator by noon on Friday, August 30<sup>th</sup>.
9. **Hear and consider approval of baseball tournament fundraiser at Memorial Park – Dennis Looker:**

Mr. Looker introduced himself and Mr. Curry. He explained that they have created a 501c3 organization called Drive to Thrive. The organization hosts youth baseball tournaments and donates the net profits to Make a Wish and the Miracle League. Their first year netted \$9506, and their second year is scheduled for 08/23-08/25. Mr. Looker praised the trustees and staff for building Memorial Park and maintaining it so well. He stated that it's a perfect location for their annual tournament for 9U baseball teams. The group could even add one more bracket if allowed to have the tournament in Combined Locks for 2025. The matter was discussed. M. Rietveld made a motion to approve use of Memorial Park baseball fields and shelter for this event in 2025 with a rental fee of \$250. A. Leicht seconded the motion, and it passed unanimously.

- 10. Review 2024 Year to Date Budgets:** The Administrator reviewed all of the fund budgets with the trustees and noted that there have not been any major issues to cause budget overages except for the extra hydrant flushing in areas with high levels of iron in the water for a few months.
- 11. Review intersection plans for DeBruin Road and Martineau Road:** The Administrator and Public Works Directors reviewed the intersection with the trustees. The concern is that there will be heavy traffic in and out of the proposed Culver's parking lot, which is lot 11 Locks Business Park. Staff is brainstorming ideas to make traffic congestion as minimal as possible. The matter was discussed.
- 12. Other business, updates and future agenda items**
  - a) Firemen's Picnic 08/23-08/24:** The Administrator reminded the trustees of the Firemen's Picnic and encouraged them to attend. The Administrator also reminded the trustees of the Board of Review meeting scheduled for 5:30pm on Wednesday, August 28<sup>th</sup> and asked the trustees to return their water service survey if they haven't already done so.
- 13. 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, and wages and benefits for 2025 budget preparations* AND per Wis. Stat. 19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. *Contracted service and property purchase:*** J. Ponto made a motion to move into closed session. M. Rietveld seconded the motion, and it passed unanimously.
- 14. Consider motion to return to open session; action if appropriate:** J. Ponto made a motion to return to open session. B. Schinke seconded the motion, and it passed unanimously. A. Leicht made a motion to increase the Fire Chief and Public Works Director's salaries by 3%, pay the Fire Chief for 8 hours of DNR training (\$160), and adjust the Administrator salary with a \$3000 increase plus a 4% increase. M. Rietveld seconded the motion, and it passed unanimously.
- 15. Adjourn:** B. Schinke made a motion to adjourn the meeting. J. Ponto seconded the motion, and it passed unanimously. The meeting adjourned at 7:50 pm.

**Item #4**

ADMINISTRATOR REPORT  
09/03/24 VILLAGE BOARD

August information/projects:

- Partisan primary election 08/13/24 - election inspector training 08/06 *853 voters*
- 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 *Board of Review 08/28/24*
- Renew CDs *Rates slightly lower*

September information/projects:

- Draft budgets & update 5-Year CIP
- Send additional notices of upcoming utility and street projects to residents affected
- Continue work on obtaining easements for Park Street
- Begin election tasks for 11/05/24 General Election, which now includes Kaukauna School District referendum

**COMBINED LOCKS  
DPW REPORT  
SEPTEMBER 3, 2024**

Fredrickson removed 4-40 yard dumpsters for a total of 20-dumpsters on the year (15) last year.

Entire village and DNR route have been swept 6 times.

Brush and large rubbish collection was very similar to years past

Time was spent working on developing a (5) year capital improvement plan and 2025 Operating Budget.

Fire Dept. picnic and village corn roast had great weather but seemed to have smaller crowds.

Finished the lighting and sprinkler projects at Memorial Park

Finished up the playground woodchips in the parks.

Built 4 cornhole boards for Memorial Park

Street painting of cross walks, divider lines, curbs and needed parking lot stalls was completed.

We had 1 water breaks on Roger St

Started knocking on doors to try and finalize water service material inventory

Summer help employees have gone back to school. The DPW would like to thank them for their help Katelyn Weyenberg 3 years, Hannah Swick and Alex Buckowski first year. We are also getting much needed help mowing from Darren Giese and Chad Jansen.

**ANTICIPATED PROJECTS:**

Street sweeping. Brush collection, grass cutting

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

Flushing hydrants the week of September 23

Tire week is Sept 18

Tree removal.

Ryan Swick

**Item #5**

Email from Ranger Services regarding cost to treat 27 Ash Trees versus removing 27 Ash Trees:

**From:** Ranger Services <[rangerservicesinc@gmail.com](mailto:rangerservicesinc@gmail.com)>

**Date:** August 29, 2024 at 9:56:25 AM CDT

**To:** Ryan Swick <[swickr@combinedlocks.wi.gov](mailto:swickr@combinedlocks.wi.gov)>

**Subject:** Fwd: Ash Treatment

Hi Ryan,

I counted 27 Ash Trees that could be treated with a trunk injection of Emamectin Benzoate. The treatment lasts for 2 years then needs to be then needs to be reapplied (every other year). Each year I can see you losing more and more Ash trees if they are not treated.

The cost to inject all 27 Ash Trees is \$6,307.00 + tax. Feel free to call me with any questions.

Thank you,  
Chris Palmateer  
Certified Arborist  
WI0620A

**Ranger Services, Inc.**  
**(920) 731-3511**

**Item #6**

**Compliance Maintenance Annual Report**

**Combined Locks Sewage Collection System**

Last Updated: Reporting For:  
6/19/2024 2023

**DNR Response to Resolution or Owner's Statement**

Name of Governing  
Body or Owner:

Village of Combined Locks

Date of Resolution or  
Action Taken:

2024-06-18

Resolution Number:

2024-14

Date of Submittal:

6/19/2024

**ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):**

Financial Management: Grade = A

**Permittee Response:**

**DNR Response:**

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

**Permittee Response:**

**DNR Response:**

**ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS**

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

**G.P.A. = 4**

**Permittee Response:**

**DNR G.P.A. Response:**

**DNR CMAR Overall Response:**

Thank you for submitting the 2023 CMAR on time. The Department is appreciative of your commitment to implement your CMOM by prioritizing the replacement-- with PVC pipe--of Sewer main lines and laterals in areas identified with high I&I. The department commends you for completing 11% sewer line cleaning; 11 % sewer line televising; and 25 % manhole inspections.

**DNR Reviewer:**Oumarou, Barti

**Phone:**(920) 424-4013

**Address:** 625 E County Road Y Ste 700, Oshkosh, WI 54901-9731

**Date:** 8/22/2024

Move meeting to Fire Department to view space limitations and need for expansion.