



## NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, October 29, 2024

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 draft of 2025 General Fund Budget
3. Review draft of 2025 Water Utility Budget
4. Review draft of 2025 Sanitary Sewer Utility Budget
5. Review and consider approval of operator license for M. Krsnich
6. Other business, updates and future agenda items
  - a) Applications & inquiries for vacant trustee seat
  - b) Public hearing for 2025 General Fund Budget – November 12, 2024
7. 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. *Recreation Director salary and trustee applications for vacant seat appointment*
8. Consider motion to return to open session; action if appropriate
9. 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**

See separate attachment.

**Item #3**

**VILLAGE OF COMBINED LOCKS - 2025 WATER UTILITY BUDGET - Proposed**

<b>REVENUES</b>	<b>2022 - Actual</b>	<b>2023 - Actual</b>	<b>2024 - Est</b>	<b>2025</b>
Residential Water Sales	\$ 430,185	\$ 441,203	\$ 445,615	\$ 450,536
Commercial Water Sales	30,279	28,778	29,066	28,566
Industrial Water Sales	89,425	89,727	90,624	92,103
Public Authority Water Sales	16,324	21,866	22,085	17,027
Hydrant Rental	175,752	175,475	177,230	175,838
Forfeited Discounts	3,563	3,563	3,283	3,390
Interest Income	1,848	11,750	10,034	1,500
Debt Proceeds - Main Replacement	-	-	-	362,000
Sewer Fund Contribution to Water Capital	-	-	-	230,000
Reserve Funds	367,000	-	-	270,000
<b>Total Revenues</b>	<b>\$ 1,114,376</b>	<b>\$ 772,362</b>	<b>\$ 777,936</b>	<b>\$ 1,630,960</b>
<b>EXPENSES</b>				
Salaries & Wages	\$ 88,792	\$ 91,886	\$ 93,821	\$ 106,607
Benefits	40,654	42,395	46,118	52,223
Purchased Water	331,521	300,768	310,387	333,364
Distribution System Repairs	75,992	23,116	27,916	40,000
Patch Utility Openings	21,455	4,800	24,717	10,000
Transportation Expense	14,888	14,888	14,888	14,888
Office Rent	14,935	14,935	14,935	14,935
Computer Maintenance	2,640	2,640	2,640	2,719
Office Expense	8,500	8,536	7,448	8,000
Outside Services	6,300	7,016	7,537	8,000
Property/Liability Insurance	7,737	10,845	10,697	9,502
Darboy Sanitary District - Emergency Water Connection Maintenance <i>Included in purchased water</i>	-	-	-	-
GIS - Updates/Maintenance	1,300	1,300	1,300	1,300
Training	1,000	1,251	1,961	2,500
Contract - Valve Operations/Fire Flow Tests/Large Meter Testing/Back-Flow Testing	2,910	2,910	2,910	2,910
Hydrant and/or Valve Replacements	2,385	6,117	3,000	19,000
Water Risk & Resilience Assessment & Emergency Response Plan - McMahon	-	-	-	-
Hydrant Maintenance - Painting	-	4,455	4,350	4,350
Infrared Patch Utility Openings	5,000	-	-	-
PILOT	58,082	58,626	62,815	64,699
Engineering/Construction Park Street/Paul Court & Fairway Street Utility Replacement	367,000	3,870	53,000	862,000
Valve Turner/Water Test Bench	-	23,157	-	15,200
Update Meter Reading Technology	6,000	1,575	1,300	1,300
Debt - Principal	26,265	25,015	38,773	37,523
Debt - Interest	7,823	7,329	6,885	5,843
<b>Total Expenses</b>	<b>\$ 1,091,179</b>	<b>\$ 657,430</b>	<b>\$ 737,398</b>	<b>\$ 1,616,863</b>
<b>Audited Net Income</b>	<b>\$ 386,803</b>	<b>\$ 116,542</b>	<b>\$ -</b>	<b>\$ 14,097</b>
<b>Rate of Return</b>	<b>15.38%</b>	<b>4.14%</b>		

August 2019 = last rate increase PWAC  
 March 2015 = rate increase Simple - Inflationary  
 August 2011 = rate increase Full  
 August 2009 = rate increase PWAC

**Item #4****VILLAGE OF COMBINED LOCKS - 2025 SANITARY SEWER UTILITY BUDGET**

<b>REVENUES</b>	<b>2023 - Actual</b>	<b>2024 - Est</b>	<b>2025</b>
Sewer Use Charges 2021 = \$632,293 2022 = \$708,802	\$ 710,263	\$ 705,990	\$ 659,628
Quarterly Fee for I & I Reduction & Rate Stabilization	293,941	296,230	297,046
Kimberly Sewer Use Charges	14,876	14,876	14,000
New Construction Connection Fee	3,200	3,200	4,000
Sewer Lateral Assessments	15,010	10,000	5,000
Debt Proceeds - Main Replacement Reserve Fund - Rate Stabilization			
Reserve Fund - I & I Projects & Water Main	-		730,000
Forfeited Discounts	6,136	4,320	4,300
Interest Income	26,129	22,670	25,000
<b>Total Revenues</b>	<b>\$ 1,069,555</b>	<b>\$ 1,057,286</b>	<b>\$ 1,738,974</b>
<b>EXPENSES</b>			
Salaries & Wages	\$ 86,381	\$ 93,821	\$ 106,607
Benefits	39,897	46,118	52,223
HOVMSD Disposal Fees & Fog Monitoring	387,709	449,052	430,000
Darboy Sewer Users Payable	36,260	35,223	36,500
Kimberly Sewer Users Payable	4,144	3,737	4,700
Manhole Repair/Replacement	39,367	72,000	75,000
Manhole Inspections - New Technology	-		
Meter Replacement	2,800	2,500	4,000
Main Cleaning & Televising	15,702	14,335	18,000
Computer Maintenance-Software/Hardware	4,500	5,125	5,500
Outside Services	6,188	7,567	7,000
Property/Liability Insurance	10,318	10,697	9,502
GIS - Updates/Maintenance	1,300	1,300	1,300
Training	1,655	825	2,000
Office Rent	14,935	14,935	14,935
Equipment Maintenance	14,888	15,625	16,500
Patch Utility Openings	9,448	9,887	10,000
Engineering/Construction Park Street/Paul Court/Fairway Street Utility Replacement	3,871	53,000	730,000
Concrete Cutter	-		-
1/3 Cost-Pickup Truck w/Utility Box	-		-
Update Meter Reading Technology	1,380	1,500	2,000
Depreciation	62,497	64,000	65,000
Debt - Principal & Interest (HOVMSD Improvements)	34,558	34,540	34,541
Debt - Principal & Interest (DPW Building)	16,130	16,130	16,130
Debt - Principal (Prospect/State/Ryan Mains)	25,014	38,773	37,523
Debt - Interest (Prospect/State/Ryan Mains)	7,329	6,672	5,843
<b>Total Expenses</b>	<b>\$ 826,271</b>	<b>\$ 997,362</b>	<b>\$ 1,684,803</b>
<b>Difference - Net Profit/(Loss)</b>	<b>\$ 243,284</b>	<b>\$ 59,924</b>	<b>\$ 54,170</b>

**Item #5**

**APPLICATION FOR OPERATOR'S (BARTENDER) LICENSE**

July 1, \_\_\_\_\_ to June 30, 2026  
Oct 29, 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>Krsnich melissa M.</u>		Former Name(s):	
Street Address <u>204 Fairway St</u>	City <u>Combined Locks</u>	State <u>WI</u>	Zip Code <u>54113</u>
Driver's License Number <u>K625-5538-</u>		State License Issued In: <u>WI</u>	
Date of Birth <u>12-15-</u>	Gender <u>F</u>	Home Phone Number <u>920-460-</u>	Cell Phone Number
Name & Address of Establishment(s) Where You Will Be Selling Alcohol <u>LOX Club 591 State 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) \_\_\_\_\_

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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 Melissa Krsnich

Date Signed 10-17-24

Application Received by [Signature]

**FOR OFFICE USE ONLY**

Police Department Complete By: <u>Sgt. N. Hambley 279</u>	Background Check Completed Date: <u>10-18-2024</u>	Violations found to be directly related to the responsibilities of serving alcohol (Please circle one): <u>No Violations Found</u> Violations Found	
Village Board:	Approve <input type="checkbox"/> Deny <input type="checkbox"/>	Date:	Signature:

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

**Item #6**

Applications for the vacant trustee seat: Mike Rabetski, Justin Krueger, Jim Karls, Duane Dissen, Matt Schmidt, and Dave Hopfensperger

The public hearing for the 2025 General Fund Budget is scheduled for 6:30pm on Tuesday, November 12, 2024.