

NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, July 1, 2025

TIME: 6:30pm

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

AGENDA

ADMINISTRATIVE COMMITTEE – 6:00PM (Neumeier, Stutzman, Talbot)

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 Annual Reports for TID 2 and TID 3
 5. Review and consider approval of operator licenses for Q. Walton, J. Thiel, A. Hermsen, & B. DeGroot
 6. Other business, updates and future agenda items: League Conference, September 17-19, Milwaukee
 7. Consider motion to recess Village Board meeting and convene 2nd Quarter Water Commission meeting
 8. Consider motion to reconvene Village Board meeting
 9. Consider motion to move into closed session per Wis. Stat. 19.85(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 – salaried employees performance reviews and wage adjustment consideration
 10. Consider motion to return to open session; action if appropriate
 11. Adjourn

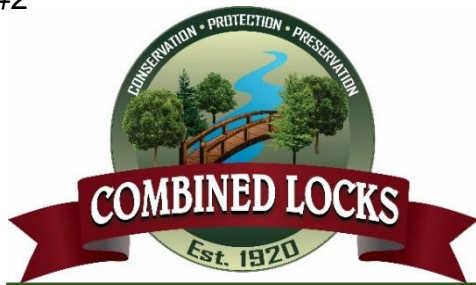
2nd QUARTER WATER COMMISSION MEETING

1. Review and consider approval of 1st quarter meeting minutes
2. Review report of water/sewer operations to date
3. Review water loss and sanitary sewer inflow and infiltration estimates
4. Discuss items for 2026 budget (meter upgrades, water rate increase, main replacement, & other)
5. 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.



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, June 3, 2025

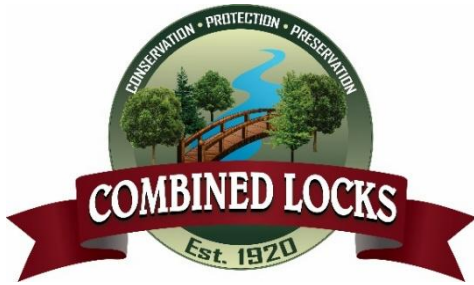
TIME: 6:30pm

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, Ponto, Leicht, Talbot, Schinke, Stutzman, and Krueger. Board members absent – none. Village staff present – Administrator Shampo-Giese and Public Works Co-Director Weyenberg. Others present – Judy Hebbe of the Times Villager.
- 1. Public comment for matters not on the agenda:** None
- 2. Review and consider approval of minutes and bills:** J. Krueger made a motion to approve the minutes. B. Schinke seconded the motion, and it passed unanimously. J. Ponto made a motion to approve the bills as presented. A. Leicht seconded the motion, and it passed unanimously.
- 3. Administrator, Public Works Director and Law Enforcement reports – accept and file:** Activities for the previous and current months were reported. All reports were accepted and are on file in the Clerk's Office.
- 4. Review and consider approval of amendment to Ordinance 453-2 and 453-6; Large rubbish and Move-in and move-out regulations:** The amended ordinance was reviewed and discussed. A. Leicht requested a word change. A. Leicht made a motion to approve the ordinance amendment with the word change. J. Krueger seconded the motion, and it passed unanimously.
- 5. Review and consider approval of Ordinance 518-44(l)(1)(f); sump pump requirement:** The ordinance was reviewed and discussed. RJ Talbot made a motion to approve the ordinance as presented. B. Schinke seconded the motion, and it passed unanimously.
- 6. Review and consider approval of Class A and Class B liquor license renewal applications for Kwik Trip, Lox Club, Kamps Bar & Grill, and Milltown Still & Grill:** Trustees reviewed the license renewal applications. T. Stutzman made a motion to approve all the license renewals as presented. B. Schinke seconded the motion, and it passed unanimously.
- 7. Review and consider approval of cigarette license for Kwik Trip:** T. Stutzman made a motion to approve the cigarette license. RJ Talbot seconded the motion, and it passed with six ayes and one nay (B. Schinke).
- 8. Review and consider approval of new operator's license for D. Smith and multiple renewal licenses:** T. Stutzman made a motion to approve all the operator licenses as presented. A. Leicht seconded the motion, and it passed with five ayes and 2 abstentions (RJ Talbot and J. Ponto).
- 9. Other business, updates and future agenda items**
 - a. Schedule July meeting date(s):** Trustees scheduled one Village Board meeting for 07/01/25.
- 10. 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. General employee discussion – vacancy, performance, work hours, and wages:** T. Stutzman made a motion to move into closed session. B. Schinke seconded the motion, and it passed unanimously.

- 11. Consider motion to return to open session; possible action on closed session matters:** B. Schinke made a motion to return to open session. T. Stutzman seconded the motion, and it passed unanimously. T. Stutzman made a motion to adjust the next step of Keith Weyenberg's transition to Director of Public Works from July 1st to June 2nd. A. Leicht seconded the motion, and it passed unanimously. T. Stutzman made a motion to change the work hours for Public Works staff to 6:00am to 3:30pm Monday through Thursday and 6:00am to 10:00am on Friday and change the administrative staff work hours to 7:00am to 4:30pm Monday through Thursday and 7:00am to 11:00am on Friday. J. Neumeier seconded the motion, and it passed unanimously.
- 12. Adjourn:** B. Schinke made a motion to adjourn the meeting. A. Leicht seconded the motion, and it passed unanimously. The meeting adjourned at 7:17pm.



MINUTES OF PLAN COMMISSION MEETING

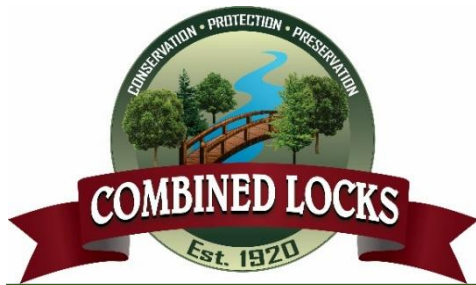
DATE: Tuesday, June 10, 2025

TIME: 5:15pm

LOCATION: Combined Locks Civic Center,
Trail Entrance by Horseshoe Court,
405 Wallace Street

MINUTES

- A. Call to order: Meeting** called to order at 5:20pm.
- B. Attendance:** Plan Commission members present – Mulry, Carney, Mader, Maynard, Talbot, and Romberg. Plan Commission members absent – Heckner & Weyenberg. Staff present – Administrator Shampo-Giese. Others present – none
- 1. Review and consider approval of minutes from 05/13/25 meeting:** K. Carney made a motion to approve the minutes as presented. N. Romberg seconded the motion, and it passed unanimously.
 - 2. Tour trails in Memorial Park and Lindberg Park as part of Comprehensive Outdoor Recreation Plan updates:** Commission members toured the trails and noted conditions, short-term improvements, long-term improvements, tree removals and plantings, potential safety features, and visibility of the trails from various points along Memorial Park and Lindberg Park. Colored trail markers for emergency response, moving the ice rink to the bottom of the sled hill, moving park and trail signs for better visibility, adding a small amphitheater with restrooms, and a mountain bike trail were all added to the list of potential future improvements. It was noted that Lindberg Park has a large amount of underutilized space that could be improved for active and passive activities.
 - 3. Schedule next meeting – may include park/trail tours:** The next meeting is scheduled for 5:15pm on 08/12/25.
 - 4. Adjourn:** K. Carney made a motion to adjourn the meeting. RJ Talbot seconded the motion, and it passed unanimously. The meeting adjourned at 6:56pm.



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, June 17, 2025

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, Ponto, Krueger, Leicht, Talbot, Schinke, and Stutzman. Board members absent – none. Village staff present – Administrator Shampo-Giese, Public Works Co-Director Weyenberg and Fire/EMS Chief Wiedenbauer. Others present – none.
- 1. Public comment for matters not on the agenda:** none
 - 2. Fire/EMS Chief – 2nd Quarter Report:** Chief Wiedenbauer reported the activities of the Fire/EMS Department for the second quarter. His report was accepted and is on file in the Clerk's Office.
 - 3. Review 2024 Combined Locks Sewage Collection System Compliance Maintenance Annual Report (CMAR):** Trustees reviewed the report of the sanitary sewer activities for 2024.
 - 4. Review and consider approval of Resolution 2025-10; eCMAR electronic reporting:** A. Leicht made a motion to approve Resolution 2025-10. J. Krueger seconded the motion, and it passed unanimously.
 - 5. Other business, updates and future agenda items**
 - a) Expect McMahon's Fire Department options to be available soon:** Trustees were given a set of plans for the option that includes an addition to the Fire garage.
 - 6. Consider motion to move into closed session per Wis. Stat. 19.85(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 – *salaried employees performance reviews and wage adjustment consideration* AND Wis. Stat. 19.85(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – *fire garage epoxy floor contract*:** J. Ponto made a motion to move into closed session. B. Schinke seconded the motion, and it passed unanimously.
 - 7. Consider motion to return to open session; possible action on closed session matters:** T. Stutzman made a motion to return to open session. J. Krueger seconded the motion, and it passed unanimously. T. Stutzman made a motion to approve the fire garage epoxy floor contract with Polzin Epoxy Designs for \$8,400. J. Ponto seconded the motion, and it passed unanimously.
 - 8. Adjourn:** J. Ponto made a motion to adjourn the meeting. B. Schinke seconded the motion, and it passed unanimously.

ADMINISTRATOR REPORT
07/01/25 VILLAGE BOARD

June information/projects:

- Draft updates to 5-Year CIP
- Start budget process
- *Fill custodian position – hired Andy Kramer, Combined Locks resident*
- Begin employee reviews
- Submitted Maintenance of Effort Reports – Fire/EMS
- Submitted TID Annual Reports
- Finalized 2024 audit – *presentation 08/05/25*

July information/projects:

- Draft updates to 5-Year CIP
- Continue budget process
- Schedule and hold Joint Review Board meetings
- Continue employee reviews
- Last day of baseball/softball/teeball is July 17th
- Look at options to change entrance/exit for yard waste site
- Gather information/recommendation to create mountain bike trail in Lindberg Park

Department of Public Works

Monthly Report for June 2025

07/1/25

- The Utility work has been completed on Park Street. Vinton is anticipating paving the entire west side of Park St. this week.
- We started the engineering for the Marcella Street utility project next year.
- Swept the entire Village again this month.
- Fredrickson hauled out another 5 loads of yard waste this month for a total of 13 on the year, 2 more than this time last year.
- We had a total of 50 brush stops last month
- Large Rubbish we had a total of 116 stops that were called in. A total of 11 tons of garbage were hauled away.
- The flower plantings have been completed around the Village.
- We ground down several stumps from tree removals in the parks.
- The crew spent a significant time cutting grass, weeding and weed spraying around the Civic Center, Parks, Islands and throughout the Village.
- We used the RC Mower to cut the Hidden Ridges dry pond, archery range, Don Fries side hill, the seating areas by Memorial Park and Don Fries as well as the ditch along Cty HH.
- SafeStep was in the last week of June to go through the Coonen Subdivision. We should have that report back early in July with their recommendations for grinding and replacements.
- The CCR Report and CMAR Report were both submitted to the DNR

Anticipated Projects:

Street sweeping, brush pick up and tree removals, large rubbish collection.

Playground equipment improvements

Pond and trail maintenance

Woodchips for playgrounds

Mulch for trees and plantings

Working on 2025 operating budgets

Form PE-300		TID Annual Report			2024 WI Dept of Revenue	
Section 1 – Municipality and TID						
Co-muni code 44111	Municipality COMBINED LOCKS		County OUTAGAMIE	Due date 07/01/2025	Report type ORIGINAL	
TID number 002	TID type 3	TID name Paper Mill	Creation date 09/15/2015	Mandatory termination date 09/15/2042	Anticipated termination date 12/31/2026	
Section 2 – Beginning Balance				Amount		
TID fund balance at beginning of year				\$-768,349		
Section 3 – Revenue				Amount		
Tax increment				\$95,118		
Investment income				\$944		
Debt proceeds				\$0		
Special assessments				\$0		
Shared revenue				\$15,377		
Sale of property				\$0		
Allocation from another TID						
Developer guarantees						
Transfer from other funds						
Grants						
Other revenue						
Total Revenue (deposits)				\$111,439		

Form PE-300	TID Annual Report	2024 WI Dept of Revenue
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Section 4 – Expenditures	Amount
Capital expenditures	\$0
Administration	\$0
Professional services	\$0
Interest and fiscal charges	\$0
DOR fees	\$150
Discount on long-term debt	\$0
Debt issuance costs	\$0
Principal on long-term debt	\$0
Environmental costs	\$0
Real property assembly costs	\$0
Allocation to another TID	
Developer grants	
Developer name McKinley Paper	\$0
Transfer to other funds	
Other expenditures	
Total Expenditures	\$150

Section 5 – Ending Balance	Amount
TID fund balance at end of year	\$-657,060
Future costs	\$0
Future revenue	\$85,500
Surplus or deficit	\$-571,560

Form PE-300	TID Annual Report	2024 WI Dept of Revenue
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Section 6 – TID New Construction

Current Year TID New Construction Values				
TID	TID New Construction Increase	TID New Construction Decrease	Prior Year Correction	TID Net New Construction (NNC)
002	\$0	\$0	\$0	\$0
003	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0

Current Year Allowable Levy Increase Attributable to TID NNC					
TID	TID Net New Construction	Prior Year Municipal Equalized Value	TID Net New Construction %	Prior Year Adjusted Actual Levy	Allowable Levy Increase Attributable to TID Net New Construction
002	\$0	\$460,005,600	0.00	\$1,584,946	\$0
003	\$0	\$460,005,600	0.00	\$1,584,946	\$0
Total	\$0	\$460,005,600	0.00	\$1,584,946	\$0

Current Year Actual TID NNC Impact to Municipal Levy	
Levy Increase Attributable to TID Net New Construction	Increase per \$100,000
\$0	\$0

Historical Allowable Levy Increase Attributable to TID NNC						
Year	TID	TID Net New Construction	Prior Year Municipal Equalized Value	TID Net New Construction %	Prior Year Adjusted Actual Levy	Allowable Levy Increase Attributable to TID Net New Construction
2023	002	\$0	\$417,033,900	0.00	\$1,578,380	\$0
2023	003	\$0	\$417,033,900	0.00	\$1,578,380	\$0
2023	Total	\$0	\$417,033,900	0.00	\$1,578,380	\$0

Form PE-300	TID Annual Report	2024 WI Dept of Revenue
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Section 7 – Preparer/Contact Information	
Preparer name Racquel Shampo-Giese	Preparer title Clerk/Treasurer
Preparer email gieser@combinedlocks.wi.gov	Preparer phone (920) 788-7740
Contact name Racquel Shampo-Giese	Contact title Administrator/Clerk/Treasurer
Contact email gieser@combinedlocks.wi.gov	Contact phone (920) 788-7740

Form PE-300	TID Annual Report	2024 WI Dept of Revenue
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Section 1 – Municipality and TID					
Co-muni code 44111	Municipality COMBINED LOCKS		County OUTAGAMIE	Due date 07/01/2025	Report type ORIGINAL
TID number 003	TID type 6	TID name Business Park	Creation date 07/02/2019	Mandatory termination date 07/02/2039	Anticipated termination date N/A

Section 2 – Beginning Balance	Amount
TID fund balance at beginning of year	\$-109,055

Section 3 – Revenue	Amount
Tax increment	\$85,491
Investment income	\$822
Debt proceeds	\$0
Special assessments	\$0
Shared revenue	\$0
Sale of property	\$0
Allocation from another TID	
Developer guarantees	
Transfer from other funds	
Grants	
Other revenue	
Total Revenue (deposits)	\$86,313

Form PE-300	TID Annual Report	2024 WI Dept of Revenue
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Section 4 – Expenditures	Amount
Capital expenditures	\$0
Administration	\$360
Professional services	\$16,335
Interest and fiscal charges	
DOR fees	\$1,150
Discount on long-term debt	\$0
Debt issuance costs	\$0
Principal on long-term debt	\$0
Environmental costs	\$0
Real property assembly costs	\$0
Allocation to another TID	
Developer grants	
Developer name Coonen Development	\$83,101
Transfer to other funds	
Other expenditures	
Total Expenditures	\$100,946

Section 5 – Ending Balance	Amount
TID fund balance at end of year	\$-123,688
Future costs	\$8,731,029
Future revenue	\$10,296,450
Surplus or deficit	\$1,441,733

Form PE-300	TID Annual Report	2024 WI Dept of Revenue
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Section 6 – TID New Construction

Current Year TID New Construction Values				
TID	TID New Construction Increase	TID New Construction Decrease	Prior Year Correction	TID Net New Construction (NNC)
002	\$0	\$0	\$0	\$0
003	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0

Current Year Allowable Levy Increase Attributable to TID NNC					
TID	TID Net New Construction	Prior Year Municipal Equalized Value	TID Net New Construction %	Prior Year Adjusted Actual Levy	Allowable Levy Increase Attributable to TID Net New Construction
002	\$0	\$460,005,600	0.00	\$1,584,946	\$0
003	\$0	\$460,005,600	0.00	\$1,584,946	\$0
Total	\$0	\$460,005,600	0.00	\$1,584,946	\$0

Current Year Actual TID NNC Impact to Municipal Levy	
Levy Increase Attributable to TID Net New Construction	Increase per \$100,000
\$0	\$0

Historical Allowable Levy Increase Attributable to TID NNC						
Year	TID	TID Net New Construction	Prior Year Municipal Equalized Value	TID Net New Construction %	Prior Year Adjusted Actual Levy	Allowable Levy Increase Attributable to TID Net New Construction
2023	002	\$0	\$417,033,900	0.00	\$1,578,380	\$0
2023	003	\$0	\$417,033,900	0.00	\$1,578,380	\$0
2023	Total	\$0	\$417,033,900	0.00	\$1,578,380	\$0

Form PE-300	TID Annual Report	2024 WI Dept of Revenue
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Section 7 – Preparer/Contact Information	
Preparer name Racquel Shampo-Giese	Preparer title Administrator/Clerk/Treasurer
Preparer email gieser@combinedlocks.wi.gov	Preparer phone (920) 788-7740
Contact name Racquel Shampo-Giese	Contact title Administrator/Clerk/Treasurer
Contact email gieser@combinedlocks.wi.gov	Contact phone (920) 788-7740

APPLICATION FOR OPERATOR'S (BARTENDER) LICENSE

July 1, 2025 to June 30, 2027
2

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>Alissa Hermesen, Alissa, A</u>		Former Name(s):	
Street Address <u>W1107 County Rd S</u>	City <u>Kaukauna</u>	State <u>WI</u>	Zip Code <u>54130</u>
Driver's License Number <u>H652-0010-</u>		State License Issued In: <u>WI</u>	
Date of Birth <u>03/17/11</u>	Gender <u>F</u>	Home Phone Number	Cell Phone Number <u>(920) 246-</u>
Name & Address of Establishment(s) Where You Will Be Selling Alcohol <u>Mill Town Still + Grill 101 Darboy 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 Alissa Hermesen

Date Signed 06/24/2025

Application Received by [Signature]

FOR OFFICE USE ONLY

Police Department Complete By:	Background Check Completed Date: <u>6/25/25</u>	Violations found to be directly related to the responsibilities of serving alcohol (Please circle one): <u>No Violations Found</u>	
Village Board: <u>Hambly 279</u>	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

- ☐ 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>Walton, Quinn, E</u>		Former Name(s): <u>Kiera Walton</u>	
Street Address <u>1470 Holland Rd Apt 1</u>	City <u>Little Chute</u>	State <u>WI</u>	Zip Code <u>54911</u>
Driver's License Number <u>W4357050</u>		State License Issued In: <u>Wisconsin</u>	
Date of Birth <u>1-12--</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
Kamps Bar Grill 303 Williams St

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)
Speeding, Appleton, April of 2021

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 *Quinn Walton*

Date Signed 06-18-2025

Application Received by *Jane Rose*

FOR OFFICE USE ONLY

Police Department Complete By: <u>Hambly #279</u>	Background Check Completed Date: <u>6/20/25</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, 2027

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>Thiel, Jordanne, J</u>		Former Name(s):	
Street Address <u>1166 Kamkes Ave.</u>	City <u>Appleton</u>	State <u>WI</u>	Zip Code <u>54915</u>
Driver's License Number <u>T400-4300-</u>		State License Issued In: <u>Wisconsin</u>	
Date of Birth <u>03/25/</u>	Gender <u>F</u>	Home Phone Number <u>920</u>	Cell Phone Number <u>920-851-</u>
Name & Address of Establishment(s) Where You Will Be Selling Alcohol <u>Kwik Trip 459 DeBruin Rd.</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 <u>Jordanne Thiel</u>
Date Signed <u>06/16/2025</u>
Application Received by <u>Racquel Shays-Giese</u>

FOR OFFICE USE ONLY

Police Department Complete By: <u>Hambly #279</u>	Background Check Completed Date: <u>6/20/25</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.****

Water Commission

FIRST QUARTER WATER COMMISSION
MARCH 18, 2025

The first quarter Water Commission Meeting was called to order by Commission Chairman John Neumeier. Commission members in attendance included: Al Leicht, Jim Ponto, Brad Schinke, Tim Stutzman, and Justin Krueger. Ken Heckner was absent.

Also present were Public Works Director Ryan Swick, Assistant Public Works Director Keith Weyenberg, and Village Administrator Racquel Shampo-Giese (via telephone).

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. B. Schinke seconded the motion, and it passed unanimously.

The next item on the agenda was the Public Works Director's report on the utility operations for first quarter 2025. His report included the following information: eight (8) water breaks repaired this quarter as compared to 10 breaks in 2024 and 2023; MCO will conduct the large meter testing, fire flow testing and test and repair our four backflow devices; ten-year meter change outs and cross connection testing will be completed in 2025 after the utility and road projects are completed; one complaint of water quality in 2025 but all routine monitoring requirements have been performed and passed.

The next item on the agenda was to review the water loss and sanitary sewer inflow and infiltration data. The available data was reviewed. The water loss is estimated at 2.17% (1,754,427 gallons). The loss was 3% in 2023. The I&I gallons are estimated at 87,388,945 with a cost of \$62,658.

J. Ponto made a motion to adjourn the meeting. J. Krueger seconded the motion, and it passed unanimously.

Water Commission

2nd Quarter Report

July 1, 2025

Water Utility Activities:

- We purchased our new water analyzer from HACH Company.
- Around 3,500 LF of watermain has been replaced on Park St., Paul Ct. and Fairway St. along with 75 water services that have been replaced to the ROW.
- We did have a water service leak at 128 Mary St. That brings out total water breaks for this year to 9.
- All hydrants throughout the village were flushed.
- All routine monitoring requirements for safe drinking water performed in 2025 have passed inspection for safe drinking water.
- The CCR Report was finalized and submitted to the DNR, which was due June 30th.

Sewer Utility Activities:

- We replaced about 1,900 LF of sanitary sewer on Park St and Paul Ct. along with approximately 1,200 LF of sanitary laterals.
- Yearly cleaning and televising were completed in the Coonen Subdivision, still waiting for the report.
- We did have a sewer backup at 507 Jeffrey St on 6/22/25. We pulled a fair amount of roots and debris from the northern most section of Jeffrey St. This area was flagged to be treated for roots when Duke's returned to town in 2026. We are now looking into possible placing a few CIPP patched over the areas this year.
- CMAR Report was submitted to the DNR, which was also due by June 30th.

