

NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, September 2, 2025

TIME: 6:30pm

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

AGENDA

ADMINISTRATIVE COMMITTEE – 6:00PM (Neumeier, Schinke, 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 and consider approval of request for annexation of parcel #030067904
5. Other business, updates and future agenda items:
 - a. DNR CMAR response – 2024 report
6. 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.



MINUTES OF VILLAGE BOARD MEETING

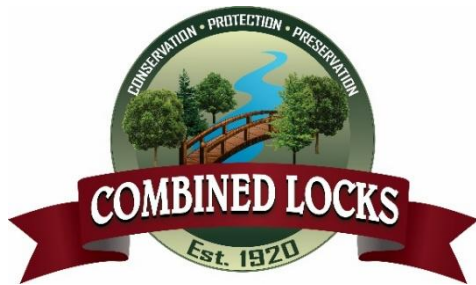
DATE: Tuesday, August 5, 2025

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, Public Works Co-Director Weyenberg and Sgt. Hambly. Others present – Judy Hebbe of the Times Villager and David Hopfensperger
1. **Public comment for matters not on the agenda:** D. Hopfensperger asked for some guidance with a barking dog issue in his neighborhood.
 2. **Review and consider approval of minutes and bills:** B. Schinke made a motion to approve the minutes as presented. RJ. Talbot seconded the motion, and it passed unanimously. B. Schinke made a motion to approve the bills to include the payments to Carl Bowers Construction and Vinton Construction. 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. **Discuss options for closing TID 2:** The Administrator presented options for using the last year's tax increment dollars for affordable housing. Options include working with Habitat for Humanity to use dollars for home improvements, working with a developer to renovate a building for affordable housing or returning the dollars to the other taxing districts. More information will be presented at future meetings, and the Board will plan to close TID 2 by the end of October.
 5. **Review 2025 General Fund Year-to-Date Revenues & Expenses:** The Administrator reviewed the year-to-date revenues and expenses with the trustees. Most line items are within budget for the year.
 6. **Review 2026 budget timeline:** The Administrator reviewed the budget timeline with the trustees. She noted these items: health insurance cost for the Village remains nearly flat, retirement contribution rate increased .5%, the latest cost of living shows a 2.9% increase.
 7. **Review 2026 health insurance rates:** The health insurance rates were reviewed. The Village's share of health insurance will increase less than 1%, and the employee share will increase 18%-36% depending on the plan the employee chooses.
 8. **Review updated 5-Year Capital Improvement Plan (utilities and roads):** The updated 5-year plan was reviewed and accepted.
 9. **Other business, updates and future agenda items:**
 - a. **Firemen's Picnic, Memorial Park, Saturday, August 23**
 - b. **League Conference, September 17-19, Milwaukee, confirm attendance:** no trustees can attend
 10. **Adjourn:** A. Leicht made a motion to adjourn the meeting. J. Ponto seconded the motion, and it passed unanimously. The meeting adjourned at 7:17pm.



MINUTES OF PLAN COMMISSION MEETING

DATE: Tuesday, August 12, 2025

TIME: 5:15pm

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

MINUTES

A. Call to order: Meeting called to order at 5:20pm.

B. Attendance: Plan Commission members present – Heckner (via telephone), Mulry, Carney, Mader, Romberg, and Talbot. Plan Commission members absent – Maynard & Weyenberg. Staff present – Administrator Shampo-Giese. Others present – David O’Brien of Bayland Builders, and Derek, Chris, and Kevin of NEWT (North East Wisconsin Trails).

1. **Review and consider approval of minutes from 06/10/25 meeting:** N. Romberg made a motion to approve the minutes as presented. K. Carney seconded the motion, and it passed unanimously.
2. **Review plans for Culver’s Office Building on lot 10 in The Locks Business Park; recommendation:** David O’Brien presented the plans for a Culver’s Office Building on the lot to the west of the Culver’s restaurant. The proposed building is 4,140 square feet with office space, training space and storage. Storage is for miscellaneous supplies such as straws, cups, aprons, napkins, etc. Transporting these supplies is done with a regular vehicle, not a box truck or semi. The vinyl fence will continue along the rear lot line, as will the landscaping. The lighting is “dark sky” compliant with light luminating downward. Plan Commission members discussed the proposed building noting that it has a brick and vinyl siding facade. T. Mulry made a motion to recommend approval of the building plans. D. Mader seconded the motion, and it passed unanimously.
3. **Discuss potential for mountain bike trail at Lindberg Park with members of NEWT/MTN bike community:** Plan Commission members reviewed and discussed the idea of creating a mountain bike trail at Lindberg Park noting some support of this from the community input sessions in 2020. Members of NEWT answered questions about park impact, noise, trail width, speed, user conflicts, costs, maintenance, design & build, insurance liability, and a potential bridge. With a roll call vote, Plan Commission members voted unanimously to recommend moving forward with this idea and bring it to the community for more input.
4. **Review updated format of 5-Year Comprehensive Outdoor Recreation Plan & provide feedback:** Plan Commission members reviewed the new format of the 5-Year Comprehensive Outdoor Recreation Plan as drafted by Chair Heckner. Consensus of member opinion was to approve the format as it is an excellent improvement to the plan.
5. **Schedule next meeting – may include park/trail tours:** The next meeting was scheduled for September 22nd at 5:15pm.
6. **Adjourn:** RJ. Talbot made a motion to adjourn the meeting. D. Mader seconded the motion, and it passed unanimously. The meeting adjourned at 6:40pm.



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, August 19, 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, and Schinke. Board members absent – Stutzman. Village staff present – Administrator Shampo-Giese and Public Works Co-Director Weyenberg. Others present – D. Hopfensperger and D. O'Brien.
- 1. Public comment for matters not on the agenda:** Resident D. Hopfensperger told the Board that the dog issue in his neighborhood has improved.
 - 2. Review and consider approval of special event permit for St. Paul Parish's Brat Fest on 09/06/25:**
The Administrator reviewed the special event request with the trustees noting that this has become an annual event for St. Paul's Church. B. Schinke made a motion to approve the special event permit. RJ Talbot seconded the motion, and it passed unanimously.
 - 3. Review and consider approval of Culver's Business Office site/construction, 513 Martineau Road:**
D. O'Brien of Bayland Buildings reviewed the site plan and building plans with the trustees. He addressed the concerns about use of the overhead door at the south end of the building, extension of the fence, proposed future parking, and parking lot lighting. The matter was discussed. J. Ponto made a motion to approve the Culver's Business Office site/construction as recommended by the Plan Commission. J. Krueger seconded the motion, and it passed unanimously.
 - 4. Discuss and consider approval of Plan Commission recommendation to continue the process to construct/install a mountain bike trail in Lindberg Park:** The Administrator reported that the Plan Commission has unanimously recommended moving forward with determining if a mountain bike trail is appropriate at Lindberg Park. She recapped Plan Commission's discussion about the trail's impact on the park, noise, trail width, speed, user conflict, costs, maintenance, design & build, insurance liability, and potential need for a bridge. The consensus of trustee opinion was to move forward with this idea and bring it to the community for more input.
 - 5. Other business, updates and future agenda items**
 - a) Preliminary equalized value increase \$29.9 million (6%)**
 - b) Space needs for Public Works** – Discussed the possibility of renting a temporary storage unit for the leaf truck and extra trash and recycle cans.
 - * The Administrator also reported that the Greater Fox Cities Area Habitat for Humanity is interested in helping the Village with affordable housing projects if TID 2 is closed.
 - 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 – retiree health insurance:**
J. Ponto made a motion to move into closed session. A. Leicht seconded the motion, and it passed unanimously.

7. **Consider motion to return to open session; no action on closed session matters is expected:** B. Schinke made a motion to return to open session. J. Krueger seconded the motion, and it passed unanimously. No action was taken.
8. **Adjourn:** A. Leicht made a motion to adjourn the meeting. B. Schinke seconded the motion, and it passed unanimously. The meeting adjourned at 7:30pm.

ADMINISTRATOR REPORT
09/02/25 VILLAGE BOARD

August information/projects:

- Pre-construction meeting for Wolfinger Estates 8/6
- Continue budget process
- Continue employee reviews
- Look at options to change entrance/exit for yard waste site
- Gather information/recommendation to create mountain bike trail in Lindberg Park
- Consider option to close TID 2 in 2026
- Gather information regarding ebike use on sidewalks
- *Discussed Fire Department remodel options with Chief & Architect – committee to meet 9/10*
- *Received \$21,888 share of county sales tax*

September information/projects:

- Meet with engineers and Buchanan Administrator to discuss joint project – reconstruction of DeBruin Road and Block Road in 2027
- Pre-construction meeting for Wolfinger Estates 8/6; *Developer's contractor to start installation of laterals and mains week of 9/8*
- Continue budget process
- Continue employee reviews

Department of Public Works

Monthly Report for August 2025

09/02/25

- Park St update: All concrete roads have been completed; NEA will be in 9/3/25 to finish blacktop tie-ins on the side streets and Paul Cout. Martell continues to work their way south with the sidewalks and driveways. Fairway concrete and asphalt and restoration should be completed mid-month.
- Swept the entire Village again this month.
- Fredrickson hauled out just 5 loads of yard waste this month for a total of 18 on the year.
- We had a total of 45 brush stops last month
- Large Rubbish we had a total of 91 stops that were called in. A total of 8.5 tons of garbage were hauled away.
- The playground slides at Blase and Memorial Parks were both repaired.
- The crew helped to set up and take down for the Fireman's Picnic and Tournament. They seemed to have a very good crowd throughout the day.
- The crew spent significant time cutting grass, spraying and pulling weeds around the village.
- Crosswalks, curbs and parking lots were all painted.
- Our four summer helps have returned to school. We would like to them for their help this summer. It is recommended that all four receive their full scholarship.
 - Katelyn Weyenberg - 3rd year
 - Hannah Swick - 2nd year
 - Alex Buckowski - 2nd year
 - Colin Sanderfoot - 1st year

For the second year now, Darren Giese has also helped us with keeping up with mowing this summer and will continue to do so into this fall as needed.

Anticipated Projects:

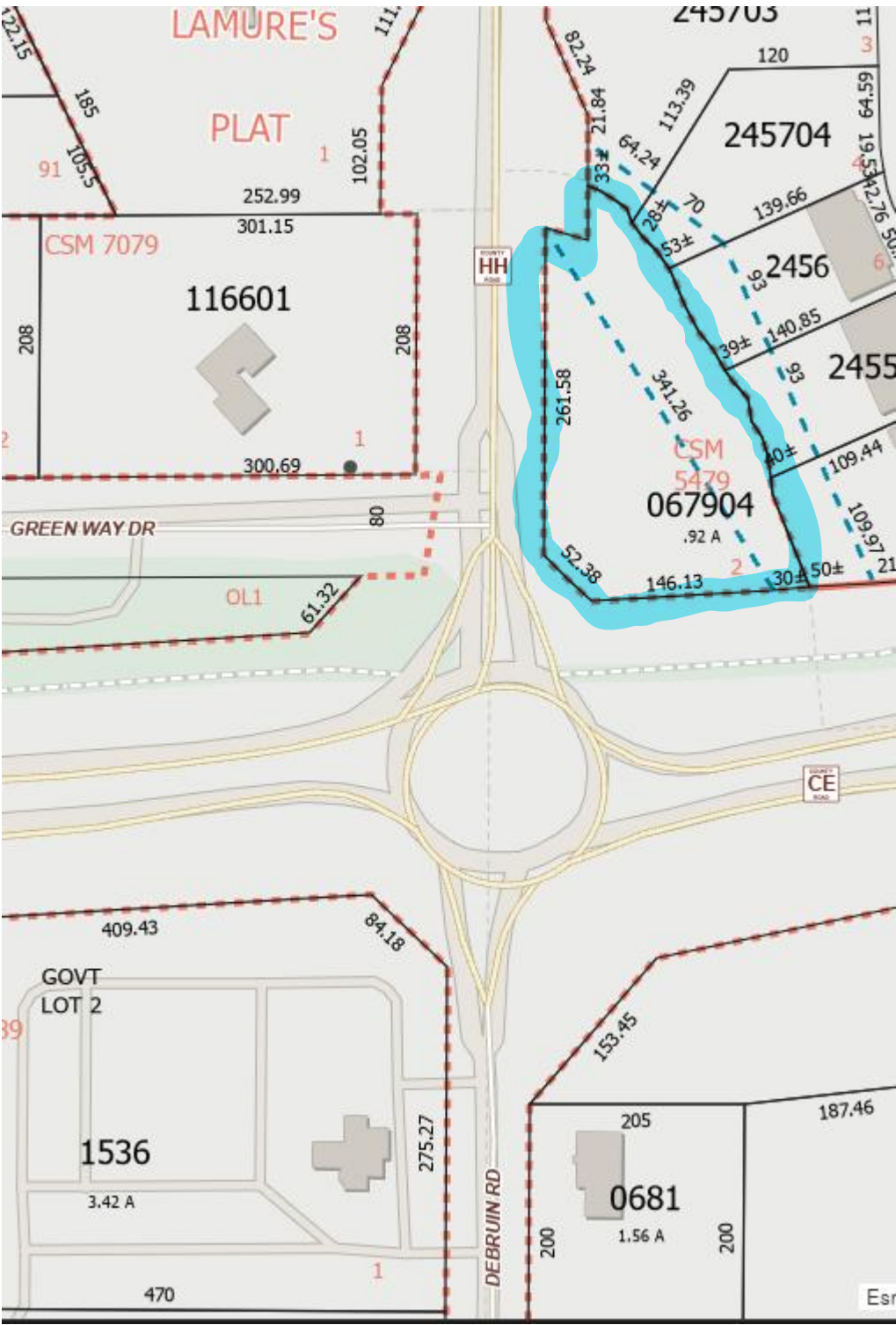
Completion of the Park St Project

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

Hydrant flushing

Water valve exercising

Working on 2026 operating budgets



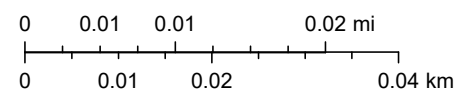
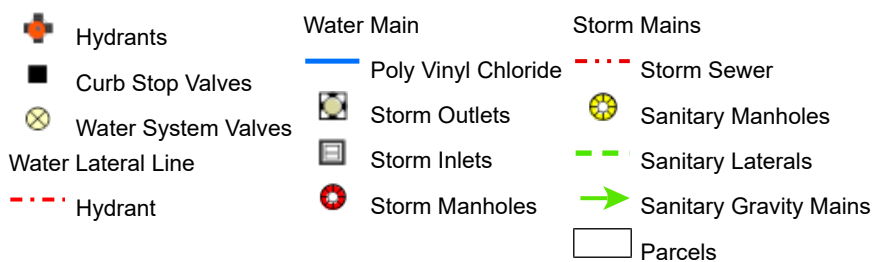


Village of Combined Locks Web Map



8/26/2025, 1:26:54 PM

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Compliance Maintenance Annual Report

Combined Locks Sewage Collection System

Last Updated: Reporting For:
6/23/2025 2024

DNR Response to Resolution or Owner's Statement

Name of Governing Body or Owner:		Village of Combined Locks
Date of Resolution or Action Taken:		2025-06-17
Resolution Number:		2025-10
Date of Submittal:		6/23/2025
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 2024 CMAR on time. The Department is appreciative of your commitment to implement your CMOM. The department commends you for completing 15 % sewer line cleaning; 15 % 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: 8/25/2025