

## **VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES**

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Tuesday **09/06/16** and was called to order at 6:00 pm by Village President Dean Erickson with the reciting of the Pledge of Allegiance.

Roll Call: Present – Dean Erickson, Sue Byers, Quinn Cavanaugh, Scott Reignier,  
Dan Segerstrom (6:01 pm), Keith Wendlandt  
Absent – Terry Schaeuble

Also present: Ed Byrne (Brillion News); Tom Collins (Wrightstown Area Spirit); Village Administrator/  
Public Works Director Travis Coenen; Supervisor of Public Works Andy Vickman; Fire Chief Mike  
Schampers; Deputy Clerk/Treasurer Patti Leitermann; Court Clerk Sharon Diedrick, Linda Verboomen.

**MINUTES** - - Motion by Q Cavanaugh, second by S Byers to approve the minutes of 08/16/16 as presented. **Motion carried.**

**VOUCHERS** - - Motion by S Byers, second by K Wendlandt to approve the vouchers as submitted. **Motion carried.**

**FINANCIAL STATEMENTS** - - Acknowledge receipt and review.

**CORRESPONDENCE** - - T Coenen read a letter from John Petruzzelli thanking Heather Martin for the care and compassion she showed his Mom. John stated in his letter “Officer Martin is truly a gem and great asset to your organization and community as a Police Officer. I hope that you will be able to find a way to recognize her for her outstanding Police Work!”

Thank you for the plant in memory of our father and grandfather, from the Donald Wierschke Family.

**VILLAGE ADMINISTRATOR** - - T Coenen provided the Administrator Report as follows:

1. Web site - working with current system developer and new website developer to get things activated.
2. Have Tammy Olp new Clerk Treasurer set to start the 12th of September.
3. An offer has been made to Greg Deike for the open position for the Police Chief awaiting results of a few final requirements and hopes of having a start date before October 1st.
4. Working to get IT information from current vendor on services as well as maybe looking at different options.
5. Park bathrooms interior is in finish painting mode and plumbing fixtures are being installed.
6. Making progress on many development inquiries.
7. 108 and 112 High St. have been torn down within budget and proposals for marketing the property are underway.
8. Scheduling appointments to open line of communication with Town of Wrightstown and Town of Kaukauna to discuss development and growth.
9. The Wrightstown High School will be hosting a Centennial Gala that will be held on September 9, 2016 from 9:00 pm to 12:00 midnight.

### **COMMITTEE REPORTS**

#### **FINANCE/PERSONNEL - -**

##### **2017 Budget Projections - Salary**

Discussion on the percent increase for employees to be projected in 2017 Budget. It was decided by the Village board members to use a 2% increase for the first pass of the 2017 Budget.

##### **2017 Budget Projections - Health Care Costs**

Discussion on health care costs, projected savings and market assumptions for 2017 Budget. Also

discussed were deductible versus non-deductible plans and opt out options for employees.

**Carl Bowers & Sons Construction Co Inc Pay Request No. 11** – Motion by S Byers, second by D Segerstrom to approve Carl Bowers & Sons Construction Co Inc pay request No. 11 for 2015 Water Transmission Main project in the amount of \$208,891.27. **Motion carried.**

**Owner Purchased Material Invoices for the 2015 Transmission Pipeline Construction Project** – Motion by S Byers, second by D Segerstrom to approve owner purchased material invoices for the 2015 Transmission Pipeline Construction project for the vendor and amount as follows: Ferguson Waterworks – total \$6,013.48

Noted by Dean Erickson that he is not affiliated in any manner with Ferguson Waterworks.

**Robert E Lee & Associates Request for Payments for Engineering Services** – Motion by S Byers, second by Q Cavanaugh to approve Robert E Lee & Associates request for payments for engineering services for Watermain Transmission Construction administration - \$3,032.50; observation - \$7,523.14 (Total \$10,555.64). **Motion carried.**

**Meter Station Project Change Order No. 4** – Motion by S Byers, second by D Segerstrom to approve Change Order #4 2015 Meter Station Construction Project in the amount of \$5,302.50. **Motion carried.**

**Operator’s License** – Motion by S Byers second by Q Cavanaugh to approve the Operator’s License for the 2016-2018 license years – Ronald Van Schyndel (Lucky’s Pub & Grill), Renee Thiede (Royal St Pat’s Golf Course). **Motion carried.**

**PARKS, RECREATION & REGIONAL PLANNING:**

**RV Ordinance Exceptions**

**316 Linda Street** – Tom and Kathy DuPont requested RV Ordinance exception to Municipal Code Chapter 206-53 for “Year Round Parking Of Fold Down Camper In Side Yard.”

Motion by Q Cavanaugh, second by S Byers to deny the request from Tom and Kathy DuPont for the RV Ordinance exception to Municipal Code Chapter 206-53 for year round parking of a fold down camper in the side yard at 316 Linda St. Roll call vote: Ayes – S Byers, Q Cavanaugh, K Wendlandt, D Erickson; Nays; S Reignier, D Segerstrom; Absent – T Schaeuble. **4/2 roll call vote - Motion carried.**

**Chapter 185 Vehicles And Traffic Proposed Ordinance Changes** – Discussion by the Village Board on proposed changes to the following chapters of the Village Code Book:

- 185-2 All-night parking (delete and reserve for future use)
- 185-2.1 Restrictions on parking; posted limitations; and inoperable vehicles
- 185-2.2 Parking restrictions during temporary snow removal or street maintenance
- 185-2.3 Stopping or parking prohibited in certain specified places
- 185-3 Truck parking
- 185-4. Heavy traffic

After further discussion it was decided by the Village Board members that input from the new Police Chief was recommended and to bring Ordinance Changes to Public Hearing at a future Village Board meeting.

**PUBLIC SAFETY - -**

**Fire Department Comments** – M Schampers stated that the Fire department was getting information from vendors to potentially replace a fire truck.

**Police Department Comments** – May 2016 report was respectfully submitted as follows:

1. Training attended by WPD Officers:
  - Crisis Intervention Training by Officer Hebert
  - DAAT and firearms training at FVTC by all officers.
  - Badger Tracs New Crash Form update by Officers Martin and DeWinter
  - Traffic Incident Management Enhancement Program Training by Officer DeWinter
2. WPD participated in the Click It or Ticket enforcement.
3. Extra Patrol during Prom weekend due to shooting at school prom in another district; 2 citations issued during prom activities, no other issues.
4. Officers helped fit bike helmets and assisted with other volunteers and programs for 3<sup>rd</sup> grade WCSD Safety Day.
5. Vehicle Maintenance; Tires were replaced on squad #413.
6. WPD Officers participating in the Brown County Speed Task Force, WPD officers had 20 traffic contacts during deployments held in Howard-Suamico, Green Bay, and Ashwaubenon, with one deployment being held in the village.
7. There were 3 accidents in the Village during May, 1 handled by BRSO. There were 77 traffic contacts made for various violations and 5 parking complaints. BRSO initiated 3 traffic stops in the Village.
8. There were 80 non traffic calls for service in the Village, 81% handled by WPD officers. BRSO initiated 5 non traffic calls in the Village.

#### **PUBLIC WORKS & UTILITIES - -**

**Director Public Works Report** – T Coenen provided the following report:

1. Staff overtime hours for the month of July totaled 27.5 scheduled hours and 2 call-in hours.
2. Solid waste curbside tonnage for the month of July totaled 59.88 tons and recycle tonnage collected was 18.10 tons. (Items 1 & 2 will always list the prior month totals.)

**Brown County Highway Cost Sharing Policies** – Discussed proposed change in the Brown County Highway improvement cost sharing policies.

**ADJOURN** - - Motion by S Reignier, second by K Wendlandt to adjourn. **Motion carried.**  
(Adjourned 7:41 pm)

  
\_\_\_\_\_  
Shelia Bowers                      Interim Clerk/Treasurer