

VILLAGE OF WRIGHTSTOWN BOARD MEETING 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 **02/07/2017** and was called to order at 6:00 pm by Village President Dean Erickson. The Pledge of Allegiance was recited.

Roll Call: Present – President Dean Erickson, Trustee Sue Byers, Trustee Quinn Cavanaugh, Trustee Terry Schaeuble, Trustee Dan Segerstrom and Trustee Keith Wendlandt. Trustee Scott Reignier, absent.

Also present: Ed Byrne (Brillion News); Tom Collins (Wrightstown Area Spirit); Village Administrator/Public Works Director Travis Coenen; Public Works Supervisor Andy Vickman, Clerk/Treasurer Michelle Seidl, Police Chief Greg Deike, Fire Chief Mike Scampers, Mark Leonard.

CLOSED SESSION –

Motion by K Wendlandt with a second by S Byers to proceed into closed session pursuant to Wisconsin State Statute 19.85(1)(e) deliberating or negotiating 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.

- Economic Development – Land acquisition for the purpose of TID development
- Change in business banking institution

Call of roll. 6 yes votes. **Motion carried.**

OPEN SESSION –

Motion made by K Wendlandt with a second by S Byers to reconvene into open session. Call of roll. 6 yes votes. **Motion carried.**

ACTION TAKEN AS RESULT OF CLOSED SESSION --

None

JANUARY 2017 UTILITY COMMISSION MEETING –

Motion made by S Byers with a second by T Schaeuble to open the January 2017 Utility Commission Meeting. **Motion carried.**

January water pumping was a bit high due to an active leak in the system and holiday vacations.

New sewer discharge permit received. We have been achieving the established interim phosphorus limits. However, the EPA is lowering these limits to make it easier on municipalities to be in compliance.

Motion made by Q Cavanaugh with a second by D Segerstrom to close the January 2017 Utility Commission Meeting. **Motion carried.**

MINUTES – Motion by S Byers and seconded by T Schaeuble to approve the 01/17/2017 meeting minutes. **Motion carried.**

VOUCHERS - - Motion by S Byers, second by T Schaeuble to approve the vouchers as submitted in the total amount of \$1,578,952.93. **Motion carried.**

FINANCIAL STATEMENTS – October 31, 2016 Statement Ending Balance submitted for review.

SCHEDULED APPEARANCES – None

CORRESPONDENCE - None

ADMINISTRATOR’S REPORT –

- Trenton Earl Coenen is here and is doing great!
- IT change is underway. Equipment has been ordered and Jason Davies from Tech RX will be working on installation.
- Negotiated a lower price for our new accounting software. Impact to budget will be \$46,500. Software reviewed closer to our budgeted \$28,000 does not provide the efficiencies that the higher cost software will.

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Village of Wrightstown Mission & Vision Statement** – request by Administrator Coenen that Board of Trustees review draft mission and vision statements and submit change requests.
- **Resolution No. 02082017** – Motion made by S Byers with a second by K Wendlandt to approve Resolution No. 02082017 authorizing the transfer of the Village of Wrightstown checking account to Greenleaf Wayside Bank with an opening deposit of \$2,500. **Motion carried.**
- **Capital Borrowing** – Currently the Village is at 45% of its debt capacity and is in a good position to move forward with the 2017 capital borrowing plan. The total amount to finance, to include the fire truck, IT upgrade, new software and purchase of the Roehrborn property, once finalized, will be presented to the Board for approval. Estimated annual payment is approximately \$63,000.
- **Ferguson Waterworks Invoice #0196253** – Motion made by S Byers with a second made by D Segerstrom to approve Ferguson Waterworks invoice #0196253 in the amount of \$15,225.00 for PVC GJ Blue Pipe ordered in May of 2016. **Motion carried.**
- **Tech RX Invoice #09-4032** – Motion by S Byers with a second by K Wendlandt to approve Tech RX invoice #09-4032 in the amount of \$21,984.01 for 100 hours of block support, a 5kVA system and a Barracuda backup. **Motion carried.**
- **Operator License – Jillene T. Hammen** – Motion made by S Byers with a second by Q Cavanaugh to approve the application for an operator’s license for Jillene T. Hammen, 913 E. Main St., Apt B, Little Chute, for Wrightstown River Inn. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING - -

PUBLIC SAFETY - -

Fire Department - - Motion made by Q Cavanaugh with a second by S Byers to approve the request by Joel Bush to rejoin the Wrightstown Fire Department. **Motion carried.**

Fire Department Comments – Wrightstown Fire Dept. was audited by the State in January 2017. It was found that we are in substantial compliance with State Statutes and Wisconsin Fire Codes. A few recommendations were made to simplify procedures but we were commended as to the updated status of our training.

Police Department - - Motion made by Q Cavanaugh with a second by S Byers to approve the resignation of Officer Charles Hebert. **Motion carried.**

Police Department Comments – Applications for a new full time officer are being accepted through the 17th of February. We are received a good response and have 16 applications already.

PUBLIC WORKS & UTILITIES - -

New plow truck is here! It is being kept at the wastewater treatment plant.

ADJOURN - - Motion by Q Cavanaugh, second by K Wendlandt to adjourn. **Motion carried.**
(Adjourned 7:30 pm)


Michelle Seidl Clerk/Treasurer

