

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 08/15/2017** and was called to order at 6:03 p.m. by Village President Dean Erickson with the reciting of the Pledge of Allegiance.

Roll Call: Present – Village President Dean J. Erickson, Trustee Sue Byers, Trustee Andy Lundt, Trustee Scott Reignier, Trustee Terry Schaeuble, Trustee Dan Segerstrom and Trustee Keith Wendlandt.

Also present: Ed Byrne (Brillion News); Tom Collins (Wrightstown Area Spirit); Village Administrator Travis Coenen, Clerk/Treasurer Michelle Seidl, Police Chief Greg Deike, Fire Chief Mike Schampers, Public Works Supervisor Andy Vickman, Consultant Mark Leonard and Municipal Advisor Dawn Gunderson, from Ehlers and Robert & Deb Tews from “The River coffee & Cream”

CLOSED SESSION:

Motion by S Byers with a second by A Lundt to proceed into closed session pursuant to Wisconsin State 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**

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

OPEN SESSION:

Motion made by A Lundt with a second by D Segerstrom to reconvene into open session. Call of roll. Seven yes votes. **Motion carried.**

No action taken due to closed session.

MINUTES – Motion by S Byers with a second by K Wendlandt to approve the 08/01/2017 meeting minutes. **Motion carried.**

VOUCHERS - - Motion by S Byers with a second made by T Schaeuble to approve the vouchers, as submitted, in the total amount of \$202,153.94. **Motion carried.**

SCHEDULED APPEARANCES – (Dawn Gunderson - Ehlers)

Representing Resolution No. 08152017 Authorizing the Issuance and Establishing Parameters for the Sale Of Not to Exceed \$2,825,000 General Obligation Corporate Purpose Bonds, Series 2017A. Due to modifications to the Tweet Garot developer’s agreement delaying the bond sale, it was determined to be in the best interest of the Village to wait until all developer’s agreement amendments are finalized before acting on the bond sale. Resolution 08152017 is a “parameters” resolution establishing the requirements of the sale such as interest rate and purchase price. Once outlined parameters are met, a designated staff member will be able to execute and sign the sale documents at another point in time. Sale date scheduled for Thursday morning, August 17, 2017.

(Roger & Deb Tews – The River Coffee & Cream)

The River Coffee & Cream opened last week in the Village of Wrightstown. The owners first became acquainted and fell in love with this area while living in New London and working at Rawhide Boys Ranch. Retired, they decided to open their shop in Wrightstown and feel blessed to have found space availability on

our beautiful river. Business hours: 8:00 a.m. – 7:00 p.m. Tuesday-Friday. Saturday 9:00 a.m. -7 p.m. and Sunday 9:00 a.m. - 4:00 p.m. Welcome!

WALK-INS – None

CORRESPONDENCE – None

ADMINISTRATOR’S REPORT

- LRIP project for Pine and River Lane turned out well. Project completed under budget and we will be submitting for reimbursement shortly.
- Working with the school and DOT to come up with a plan for new flashing lights and pedestrian signs on the walkways on Hwy 96 by each school building. In the process of collecting quotes now that specs received.
- Still working through the budget process
- On Wednesday, there is a border agreement meeting with the Town of Wrightstown. Outagamie County will be there to talk about drainage issues. At the September 5, 2017 Board Meeting, we will be discussing/acting on a possible contribution toward a rectification.
- Attended the Town of Kaukauna meeting on Monday, August 14 to talk about some of the Village’s recent successes with development. The plan is to meet often to make sure our goals and comp plans are in alignment.
- Three price quotes for building inspection services received. Request for approval on one will be on the next board meeting agenda. We will be requesting reimbursement of all monies paid on projects not yet finalized, from our current building inspection company, with the help of Attorney Bob Gagan.
- We will be requesting approval for our new SCATA system at the next meeting. Part of our water transmission line project included a full upgrade of this. We are behind schedule as the project was to be complete early in 2017 but due to equipment and data reporting issues, we have decided to move forward with a new system/provider at a cost of \$45,000. We will be sending a letter of legal action to our original SCADA provider requesting reimbursement for product not provided and upon use these funds to reimburse the DNR for the temporary funding, upon receipt.

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Resolution No. 08152017** – Motion made by S Byers with a second made by K Wendlandt to approve Resolution No. 08152017 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,825,000 General Obligation Corporate Purpose Bonds, Series 2017A. Call of Roll: Seven yes votes. **Motion carried.**
- **Change Order No. 6 – Water Transmission Main Project** – Motion made by S Byers with a second made by Dan Segerstrom to approve Change Order No. 6 for the Water Transmission Main Project reconciling Change Order No. 1 and Change Order No. 5 to account for DNR Requirement that actual product quantities be used in lieu of original bid scheduled quantities. **Motion carried.**
- **Replacement Computers** – Motion made by S Byers with a second made by D Segerstrom to approve the purchase of replacement computers, to prepare for the new CIVIC Software install, to not exceed \$8,319.00, to be funded from Village Reserves. **Motion carried.**
- **Room Tax Second Amended and Restated Pledge and Security Agreement** – Motion by S Byers with a second made by T Schaeuble to table the room tax Second Amended and Restated Pledge and Security Agreement. **Motion carried.**
- **2018 Budget Numbers including Salary Adjustments** – \$21,000 difference in budget proposal Draft “A” and Draft “B”. Draft “A” includes a 2% wage increase per employee and a 2% increase in healthcare expenses. Draft “B” includes the 2% wage increase or step adjustment (whichever is more) and the 2% increase in health premiums.

- **Operator License Application** – Motion made by S Byers with a second made by K Wendlandt to approve the application for an operator’s license for Mathew J. Denkins, W2205 County Rd JJ, Kaukauna, WI 54130, for Lucky’s. **Motion carried.**
- **League of Wisconsin Municipalities Conference** – 119th League Annual Conference scheduled for October 18-20, 2017 at Radisson Paper Valley Hotel in Appleton. Early bird registration discount is good through September 8, 2017. Board members wishing to attend should get their application into Village Hall as soon as possible.
- **Tweet Garot Amendment** – Motion made by S Byers with a second by T Schaeuble to approve the revised Tweet Garot Developers Agreement Amendment. Call of Roll: Seven yes votes. **Motion carried.**
- **PED Signs** – Motion made by S Byers with a second made by A Lundt to approve the purchase of six Flashing PED signs for the highway 96 school corridor, using excess road monies, not to exceed \$14,000. Wrightstown Schools to reimburse the cost of two. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING--

- **Fox Energy Addition** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the Fox Energy Building Addition as a result of Municipal Code 206-15(7)(a) and Municipal Code 206-15(d). **Motion carried.**
- **Economic Development Contribution to Spirit Fab** – Ashwaubenon facility moving to the Wrightstown facility and are adding on 100,000+ square feet to accommodate manufacturing and office staff. Funding will be from the reimbursement of the Packer Sales Tax money. Motion made by T Schaeuble with a second made by S Reignier to approve the Economic Development contribution to Spirit Fabs to remove a portion of the rail spur, to not exceed \$9,525.00, to accommodate the new building addition. **Motion carried.**
- **John Verhasselt Revocable Trust Revised CSM** – Motion by T Schaeuble with a second made by K Wendlandt to approve the revised CSM for the John Verhasselt Revocable Trust, dividing Lots 7 & 8, Block 8, Parcels VW-380 & VW-380-1. **Motion carried.**

PUBLIC SAFETY - -

Fire Department – No questions or comments

Police Department – No questions or comments

PUBLIC WORKS & UTILITIES - -

Public Works Comments –

- Crews are busy painting cross walks in anticipation of new school year
- Operators in lab are working on annual quality control testing

ADJOURN - - Motion by S Reignier with a second by S Byers to adjourn. **Motion carried.**

(Adjourned 7:15 pm)


Michelle Seidl Clerk/Treasurer

