

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 09/05/2017** and was called to order at 6:00 p.m. by Village President Dean Erickson.

The Pledge of Allegiance recited.

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

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; Consultant Mark Leonard; Allison Swanson (Village of Ashwaubenon); Richard & Yvonne Deyo (Deyo Disposal); Joel Ehrfurth (Wrightstown Health); Michael Klaus (Colortech) on behalf of Bellin Health and Resident Sam Greene, 828 Main St.

Motion made by A Lundt with a second made by S Reignier to proceed into **CLOSED SESSION** pursuant to Wisconsin State Statutes 19.85(1)(e) 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 – **Economic Development & Land Acquisition**. Call of Roll: Six (6) yes votes. **Motion carried.**

Motion made by K Wendlandt with a second made by D Segerstrom to reconvene into **OPEN SESSION** to discuss and/or take action on any issues that occurred during the closed session, if necessary, and continue with the Village Board meeting as scheduled. Call of Roll: Six (6) yes votes. **Motion carried.**

No action taken because of the closed session.

SCHEDULED APPEARANCE by Allison Swanson, Manager for the Village of Ashwaubenon and delegated representative for the Brown County Room Tax Agreement. Eight (8) percent room tax from Brown County municipalities pledged toward debt payments, ending in 2029, for the Resch & KI Center construction. Additional 2% pledged toward the Green Bay Convention and Visitor Bureau in 2012 when the KI Center expanded and development of area hotels grew. Now Ashwaubenon is looking to wrap the debt from the 2012 KI Center expansion and the EXPO Center project, at an estimated \$93 million, into the room tax agreement. Although the Village of Wrightstown does not have any hotels or motels, there are rental listings on VRBO, Air BNB etc... Pledging to the Room Tax Agreement will allow for closer monitoring of safety regulations by Brown County Health Department for properties rented out for periods of less than 30 consecutive days.

Motion made by S Reignier with a second made by A Lundt to approve the Room Tax Second Amended and Restated Pledge and Security Agreement. **Motion carried.**

UTILITY COMMISSION MONTHLY MEETING

Motion made by A Lundt with a second by K Wendlandt to open the September 2017 Utility Meeting. **Motion carried**

- 176,419 gallons pumped in July
- Water Tower B is scheduled for interior painting and cleaning next week
- Davies Water will be painting 20 hydrants this month
- Quarterly meter reading started today

- Annual valve exercising being completed
- Working with Kim from Green Bay Water Utility to insure that the same service is being provided to Village residents with the transition to Green Bay Water
- Great Lakes was in last week to do the annual cleaning of the lift stations
- Manhole rehabilitation scheduled to correct leaking into our collection system
- 380' of 6" storm sewer drilled along Debra St. in July to eliminate spring flooding and ice buildup in the winter months

Motion made by A Lundt with a second made by D Segerstrom to close the September 2017 Utility Meeting.
Motion carried.

MINUTES – Motion by A Lundt with a second by K Wendlandt to approve the 08/15/2017 meeting minutes.
Motion carried.

VOUCHERS - - Motion by S Byers with a second made by D Segerstrom to approve the vouchers, as submitted, in the total amount of \$118,940.46. **Motion carried.**

SCHEDULED APPEARANCES – None

WALK-INS – Dan Greene, 828 Main St., Wrightstown. Appeal to sex offender residency restrictions filed with the Village. Mr. Greene has been in Wrightstown since October 2016 and has not been in any trouble during his time here. He is also holding down a good job and is asking that the Board consider allowing him and his fiancé to stay so he can stay close to his job. Due to financial restrictions and the fact that they have a pet, it may be difficult to find an alternate rental property

CORRESPONDENCE – None

ADMINISTRATOR'S REPORT

- Working through 2018 budget as well a residential, commercial and industrial development in the Village
- Intergovernmental agreement negotiations going well
- Sue, Keith and Travis attended the Small Town Summit in Wabeno. Picked up several great ideas.

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **2017 Capital Borrowing** – August 17, 2017 Sale Day Report provided from \$2,705,000 borrowing. Rate bid came in lower than expected saving the Village approximately \$100,000. Banker's Bank in Madison was the low bidder.
- **2018 Budget Salary Proposals** – Operating increase is approximately \$680,000 over 2017 operating costs due to additional debt and projected salary adjustments. The budget version included in packets reflects the step/2% salary option. Waiting for numbers from the State and School District yet before we firm up our final numbers but due to increased equalized values in both Brown and Outagamie County, we are expecting mill rate to be consistent with last year's rate.
- **Northeast Asphalt Pay Request #1** – Motion made by S Byers with a second made by D Segerstrom to approve Pay Request #1 by Northeast Asphalt, Inc. for the 2017 Paving Improvements (LRIP) project, Contract 1269-17-01, totaling \$70,338.05 and invoice 614313-01 in the amount of \$28,826.40 for the purpose of street patching on Windywood and Meadow Lanes and Poplar Street. **Motion carried.**
- **Building Inspection RFP** – Motion made by S Byers with a second made by K Wendlandt to accept the building inspection proposal from Birschbach Inspection Services LLC., Chilton, WI, with a start

date of October 1, 2017. **Motion carried.**

- **Safe Built Inspections Termination** – Termination letter sent to Safe Built with a request for reimbursement for all open inspections dating back to 2014. Response received today indicates that they are in agreement with our terms.
- **SCADA System Upgrade** – Transmission main project included a SCADA IT upgrade. Current vendor business sold and the project did not complete. Request for reimbursement mailed so we are able to take these unused dollars and apply them to upgrade completion through Energenecs, out of Saukville, WI. Additional funds needed, after reimbursement, to be paid from the SWDLF. Motion made by K Wendlandt with a second made by S Byers to approve acceptance of the contract to complete the SCADA upgrades through Energenecs, to not exceed \$41,150. **Motion carried.**
- **DEYO Contract Renewal** – Seven (7) year contract with minimal increase during that period. Current rate per month is \$4.64 increasing to \$4.83 for trash pickup and \$2.00 to \$2.08 for recycling pickup. Motion made by S Byers with a second by D Segerstrom to approve the DEYO contract for a period of 7 years, for solid waste and recycling services. **Motion carried.**
- **Robert E Lee Invoices** - Motion made by S Byers with a second made by K Wendlandt to approve Robert E. Lee Invoice #72468 totaling \$7,069.31 for the Pine St. and River Ln Paving Project, Invoice #72469 totaling \$892.00 for TID #3 Amendment, Invoice #72465 totaling \$234.00 for Administration of our Water Transmission Main Disbursements and Invoice #72468 totaling \$14,994.41 for the CTH U Sanitary Sewer and Water Extension Project. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING--

- **Neighborhood Party at Lion's Waupekun Park** – Motion made by K Wendlandt with a second made by A Lundt to approve the request by Krista Bosma to host a neighborhood party at Lion's Waupekun Park on Saturday, September 9, 2017 from 12:00 p.m. to 8:00 p.m. **Motion carried.**
- **Border Agreement Negotiations with Town of Wrightstown** – Next meeting tomorrow evening at 6:30 p.m. here at Village Hall.
- **Pahl extraterritorial CSM** – Motion made by K Wendlandt with a second made by S Byers to approve the Town of Wrightstown Extraterritorial CSM, Parcel W-75, for Darlene Pahl, 1078 Day St., Greenleaf, WI. **Motion carried.**
- **Site Plan and Review, Wrightstown Health LLC.** - Motion made by K Wendlandt with a second made by A Lundt to approve the Site Plan & Design Review for Wrightstown Health LLC, 450 High St., Suite #4. Parcel #VW-14-8, Village of Wrightstown. **Motion carried.**
- **Bellin Health Sign Permit** – Motion made by K Wendlandt with a second made by A Lundt to approve the application for a sign permit by Bellin Health for Parcel No. VW-636, 555 Quality Court, Wrightstown. **Motion carried.**
- **Ordinance Appeal – Samuel A. Greene** – Motion made by K Wendlandt with a second by S Reignier to deny the request by Samuel A Greene to appeal ordinance 158-3(a) (2) (a), (e) and (g) regarding residency of sexual offenders since he was not a resident of the Village of Wrightstown at the time the offense was committed. Village to grant an additional 30 days from date of denial to relocate. Call of roll: Six (6) yes votes. **Motion carried.**

PUBLIC SAFETY - -

Fire Department Comments – New Tender is back from being refurbished and is available this evening for viewing. Total cost is approx. \$10,000 under budget at \$124,000.

Police Department Comments – Several motorcycle rides came through the Village over the past couple of weeks. Police Department provided support. It is nice to see an increase in activity and to have the opportunity for the Police and Fire Department to work together on these types of events.

PUBLIC WORKS & UTILITIES - -

Public Works Comments -

- DOT approval for pedestrian signs came through on Friday.
- Dean received notification of a straight A CMAR report card.
- Utility nominated for small utility of the year. Travis and Andy will be accepting the award on Thursday, September 21st.

ADJOURN - - Motion by S Reignier with a second by D Segerstrom to adjourn. **Motion carried.**
(Adjourned 7:46 pm)


Michelle Seidl Clerk/Treasurer