

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 10/03/2017** and was called to order at 6:02 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 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; Superintendent of Public Works Andy Vickman; Police Chief Greg Deike; Consultant Mark Leonard; Lee Novak (Robert E. Lee)

PUBLIC HEARING:

Motion made by A Lundt with a second made by K Wendlandt to open the public hearing concerning special assessments for public improvements on CTH U / County Line Road. **Motion carried.**

Scheduled appearance by Lee Novak from Robert E. Lee & Associates. Packets including special assessment schedule, engineering report and map sent out to all property owners on both sides of CTH U. Project consists of sanitary sewer and water main extension along CTH U. The current sanitary sewer runs in front of the golf course on the west side and terminates at the Nicholas Novak property. It will now extend to CTH DDD. The water main currently terminates at the water tower on Poplar but with the westward extension, it will now terminate at CTH DDD as well. Assessments, calculated by acreage, to Village and Town properties (or portions of) that benefit, comply with section 66.07 (03) of the Wisconsin State Statutes. Project costs are preliminary only and include a contingency to cover unforeseen expenses. Assessments for properties will be deferred, until the parcels are connected to the sanitary sewer and water system. Repayment terms, when charged, will be up to 5 years. Laterals will not be installed or assessed, on the east side of the road until those properties are subdivided for development. An inflationary factor will be calculated in for this portion of the project.

Three (3) calls by President Dean Erickson requesting input from the public made with no response.

Motion made by S Byers with a second made by D Segerstrom to close the public hearing. **Motion carried.**

UTILITY COMMISSION MONTHLY MEETING

Motion made by S Byers with a second by K Wendlandt to open the October 2017 Utility Meeting. **Motion carried.**

- Interior painting of Tower B finished and should be back online on Monday
- Fall water main flushing is scheduled for October 16-18. We will now be flushing only once per year due to lack of sediment in both towers
- Assisted a few residents with high water consumption after last quarter's meter reading
- Meter changes and cross connection checks continue. Approx. 1/8 of the Village is left to complete
- Crews continue to exercise valves throughout the Village
- Plant is running great
- Crews are doing annual manhole inspections
- WWTP maintenance and annual quality control testing to be finished this month

- Travis and Andy accepted the American Water Works Association Small Systems Excellence Award on behalf of the Village of Wrightstown. It reflects the dedication and hard work of the entire DPW staff as well as excellent leadership by Administrator Coenen and Superintendent Vickman. Congratulations!

Motion made by A Lundt with a second made by S Byers to close the October 2017 Utility Meeting. **Motion carried.**

Motion made by A Lundt with a second made by S Reignier to move up the **Discussion/Action on Resolution 10032017. Motion carried.**

Motion made by D Segerstrom with a second by T Schaeuble to approving Resolution 10032017 authorizing special assessments for the installation and construction of municipal improvements on CTH U/County Line Road. Call of Roll: 7 yes votes. **Motion carried.**

MINUTES – Motion by S Byers with a second by T Schaeuble to approve the Sept. 19, 2017 Board Meeting Minutes. **Motion carried.**

VOUCHERS - - Motion by A Lundt with a second made by D Segerstrom to approve the vouchers, as submitted, in the total amount of \$284,365.75. **Motion carried.**

SCHEDULED APPEARANCES – None

WALK-INS – None

CORRESPONDENCE – None

ADMINISTRATOR’S REPORT

- Negotiations with the Town of Wrightstown continue. We are waiting on feedback from their Board after their monthly meeting.
- Transitioning to new building inspection company. There are currently several permits, dating back as far as 2014, from Safebuilt, that are open. We have requested either a refund so we are able to have our new inspection company finish or we would like completion dates established. Legal action may be required as our communications with Safebuilt have not been successful.
- Looking to close out our SCADA system project without spending more of our budget to do so. **HISTORY:** Oudenhoven Construction requested full payment of the transmission line project, in which our SCADA system install was a part of, prior to completion since they were closing their business. Due to our experience with the SCADA provider, we agreed to the request but were not aware that they were in the process of going through a buyout at the time. Unfortunately the SCADA system developed is unable to merge with ours and the new provider is refusing a refund since they feel they could make the necessary changes and have us up and running in 60 days. The problem is that they are not responding to our contact attempts. The cost to leave our current provider and have Energenecs complete is \$45,000.
- Meeting with WABCA to create a stronger Village presence in support of new and growing businesses
- Accounting software upgrade with CIVIC is in process

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Environmental Improvement Fund Invoice #15462** – Motion made by S Byers with a second made by T Schaeuble to approve Environmental Improvement Fund Invoice #15462 for interest payments on the Clean Water Fund Loan #4356-04 in the amount of \$41,414.96, the Safe Drinking Water Fund Loan

#4942-03 in the amount of \$11,525.29 and the Safe Drinking Water Fund Loan #4942-04 in the amount of \$50,408.43. **Motion carried.**

- **2018 General Fund Budget** – Budget outline provided to include 2018 healthcare costs and salary step numbers approved at the 9/19 Village Board meeting. Four healthcare plan options are available from ETF, State of Wisconsin, for Brown & Outagamie Counties, with the lowest cost plan being Prevea360 at \$1,996.00 per month for family coverage. However, the figures for the second lowest cost plan, Network Health, were used since it would allow employees the most flexibility with available doctors. The result is a \$26.00 monthly increase in employee contribution and \$118.00 increase in the Village’s portion, per family plan. Opt out benefit increase from \$6,000 to \$7,000 annually, per employee, was also included. Request by President Dean Erickson that the health care “opt out” cost savings be documented so it is highly visible during our budgeting process for 2019 in the event that staff do not again choose this option. With budget figures as they stand, the Village’s mill rate for Brown County residents will drop \$0.95 per thousand of assessed value and for Outagamie County residents, \$1.66 per thousand of assessed value.

PARKS, RECREATION & REGIONAL PLANNING—

- **Chapter 208 Shorelands and Wetlands Ordinance** – Control of Village’s artificial wetlands (created by human operations like landscaping, construction, lack of management) given to Brown County Planning. Due to recent legislation, we now can have control of these areas and can determine how we wish to manage and develop them as long as Federal regulations are adhered to. Draft of the revised ordinance to be presented at the next Village Board meeting with the public hearing and discussion/action item to appear on the November 7th agenda.
- **Parking Ordinance** – Final reviews to be presented at the October 17th or November 7th meeting.
- **Border Agreement with Town of Wrightstown** – Thank you to all that attended the last meeting. Our proposal to the Town of Wrightstown states that all development in the cooperative development zone will be annexed into the Village so those property owners would therefore pay Village taxes and utility costs. Town of Wrightstown would be given their current mill rate at \$2.93/\$1,000 of assessed value for the ten (10) year life of the contract. Areas not annexed would not receive Village services. The Village may provide a water feed to the Town as a water source.

PUBLIC SAFETY - -

Fire Department Comments – Chief Schampers unavailable for Comments

Police Department Comments – Request for a 30 day residency extension received from Samuel Green due to his ineligibility to live in the Village as a result of a prior violation. After a brief discussion, it was determined that due to the late request, the Village Board could not make a decision since the request was not received in enough time to post on the agenda 24 hours prior and it was therefore not in compliance with Wisconsin’s open meeting law.

PUBLIC WORKS & UTILITIES - -

Public Works Comments –

- Two more memorial benches donated to the Village and will be placed downtown near the lookout.
- Delivery of the solar pedestrian signs is expected on the 8th of October. They will be installed as soon as they arrive.

ADJOURN - - Motion by S Reigner with a second by D Segerstrom to adjourn. **Motion carried.**
(Adjourned 7:45 pm)

Michelle Seidl
Michelle Seidl Clerk/Treasurer