

VILLAGE OF WRIGHTSTOWN BOARD MEETING MINUTES

The REGULAR MONTHLY MEETING OF THE Village Board of the Village of Wrightstown was held at Village Hall, 352 High St, on **Tuesday 10/17/2017** and was called to order at 6:02 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 and Consultant Mark Leonard

PUBLIC HEARING:

Motion made by A Lundt with a second made by D Segerstrom to open the public hearing concerning the revision of Chapter 208: Shoreland Wetlands Ordinance. **Motion carried.**

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

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

MINUTES – Motion by A Lundt with a second by T Schaeuble to approve the October 3, 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 \$126,054.68. **Motion carried.**

SCHEDULED APPEARANCES – None

WALK-INS – None

CORRESPONDENCE – None

ADMINISTRATOR’S REPORT

- Civic accounting software transfer complete. Went well. Staff currently delving in and learning system.
- DPW have the PED signs up with the exception of the sign by Dick’s Family Foods.
- Building inspection company transfer going well
- Waiting on last numbers to finalize the budget. The sewer and water budgets are looking good and sewer budget may even be in the black. The general budget numbers will be presented at the first meeting in November. The utility budget will be presented at the last meeting in November or the first meeting in December.
- We requested a refund from our prior building inspection company for all permits that were not complete. In response, they agreed to finish work on all open permits rather than issuing us a refund. Unfortunately, we are now not getting delayed feedback. Our legal counsel has advised us to try to determine the monetary value of the open permits to make sure it is worth us spending more money on litigation.
- The SCADA system should be operational by the end of this month. Work to be completed by our original vendor since they are telling us they are close to being done. As long as we are up and running

by October 31st, we will allow another month for them to do small adjustments. If this schedule is not met, we will be pursuing litigation on this project as well.

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

PARKS, RECREATION & REGIONAL PLANNING--

- **Preliminary Petition – Wrightstown Properties, LLC. (Print Pro)** – no action taken on the petition request by Wrightstown Properties, LLC (Print Pro) for a Planned Development District at 1450 Poplar St., parcels VW-W175 & VW-W175-2. **Being referred back to Planning Commission for FINAL review and Planning Commission approval.** Additional drawings, as part of the site plan, are required. Approval will come back to the Village Board for FINAL approval on November 7th.
- **Dale & Diane Laabs CSM** – Motion made by T Schaeuble with a second made by S Byers to approve the application and CSM, combining parcels VW-390-E-2 and VW-390-E-3, for Dale and Diane Laabs. **Motion carried.**
- **ProAmpac (Prolamina) Sign Replacement** – Motion made by T Schaeuble with a second made by S Byers to approve the application for a 564.23 sf. replacement sign at 975 Broadway St. **Motion carried.**
- **Revision of Chapter 208 Shoreland Wetlands Ordinance Amendment** – Preliminary draft presented. Moving to Planning Commission on October 23rd for review with final approval to be on the 7th of November through the Village Board. Additions to the ordinance are in green with the deletions being marked out in red. The purpose of the change is to get the approval process on Shorelands Wetlands back under the responsibility of the Village rather than having Brown County Planning oversee. DNR will be sent a draft of the ordinance amendment to review/approve. Request made by Trustee Segerstrom to add a stipulation that erosion control structures must be kept in place until a buffer of 70% is established or a plan submitted showing additional diversion treatment.
- **Border Agreement with Town of Wrightstown Update** – nothing much to report. Waiting for their meeting feedback.
- **Operator License Application – Alexander M. Minten** – Motion made by T Schaeuble with a second made by S Byersto approve the operator license application for Alexander M. Minten, 420 Patricia Ln., Wrightstown, for Bridgeport Shell. **Motion carried.**

PUBLIC SAFETY - -

Fire Department –

- 1 call in the month of September
- Training on a home being razed in the Village
- Fire extinguisher training with ProAmpac
- Fire Awareness presentations completed with schools
- Participated in Homecoming

Police Department –

- Watching pedestrians use new crosswalks with success!

PUBLIC WORKS & UTILITIES - -

Public Works Comments –

- Fire Department suffered an underground electrical short that caused approximately \$14,000 worth of damage. A claim has been submitted to our insurance company and we have replacement coverage. We will be watching for more damaged equipment and will keep the claim open until we are assured that all will continue to run well.

ADJOURN - - Motion by S Reignier with a second by K Wendlandt to adjourn. **Motion carried.**
(Adjourned 6:33 pm)


Michelle Seidl Clerk/Treasurer