

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 12/05/2017** and was called to order at 6:03 p.m. by Village President Dean Erickson.

The Pledge of Allegiance was 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; Fire Chief Mike Schampers, Consultant Mark Leonard, Kent Gross & Curtis Van Erem from the State of Wisconsin, Department of Transportation.

CLOSED SESSION:

Motion by A Lundt with a second by K Wendlandt 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 S Byers with a second made by K Wendlandt to reconvene into open session. Call of roll. Six yes votes. *(Terry Schaeuble left meeting at end of closed session.)* **Motion carried.**

ACTION TAKEN: No action taken as a result of the closed session.

UTILITY COMMISSION MONTHLY MEETING

Motion made by A Lundt with a second by S Reignier to open the December 2017 Utility Meeting. **Motion carried.**

WATER UTILITY

- Water daily average came down to 187,929 gallons due to finding a leak last week
- Exercising of water valves completed

SEWER UTILITY

- Average of 193,000 gallons coming into the plant for treatment
- Plant running great
- Revenues \$23,500 year to date for septic receiving

- Annual manhole inspections should be completed this month

Motion made by S Byers with a second made by S Reignier to close the December 2017 Utility Meeting. **Motion carried.**

MINUTES – Motion by A Lundt with a second by D Segerstrom to approve the November 21, 2017 Board 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 \$823,202.91. **Motion carried.**

SCHEDULED APPEARANCES – None

WALK-INS – None

CORRESPONDENCE – Thanksgiving thank you cards received from McClone Insurance and A Rifkin Company and a poinsettia and Christmas card received from Fair Market Assessments.

Trustee A. Lundt expressed gratitude for all those involved in the Christmas parade. It was a job well done!

ADMINISTRATOR’S REPORT

- First marketing committee meeting on December 4th. Village Board, School Board and WAFKA members attended. The goal is to create deliverables to assist in the Village’s development process. We also want to streamline the Village website and social media but may need professional assistance to meet expectations.
- State Trust Fund reimbursement sent in this week. \$828,000 will be coming back to the Village for Print Pro development, upgrade of the Fire Truck and purchase of the Roehrborn and Bowers properties.
- Next year, as part of the marketing campaign, focus will be on growing the community through local events such as farmers markets, business scavenger hunts or bands in the park.
- December 19th Christmas luncheon from 11:30 a.m. – 12:30 p.m. All staff and Trustees are invited.
- Administrator Coenen thanked the Village Board for the support in working through the 2018 budget process. The “employee wage step plan” has assured the staff that they are appreciated and protected going forward. Comment by President Erickson that the staff seems more cohesive and seem happier to work here.

COMMITTEE REPORTS

FINANCE/PERSONNEL --

- **Advance Construction Pay Request #1** – Motion made by S Byers with a second made by K Wendlandt to approve pay request #1 for Advance Construction, Inc. for the 2017 Street and Utility Project, contract 1269-17-02. In the amount of \$95,171.66. **Motion carried.**
- **Probationary Fire Department Member** – Discussion / Action tabled until December 19th board meeting as tonight’s agenda did not allow for any action to be taken on the acceptance of Dean Chagares being added as a probationary member to the Wrightstown Fire Department.
- **2018 Holiday Schedule** – Motion made by K Wendlandt with a second made by A Lundt to approve the 2018 Holiday Schedule as printed. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING—

- **Scenic Overlook Christmas Tree** - A cut Christmas tree and lights have been donated for the scenic overlook by the river. As soon as the weather cooperates, Public Works will be putting it up.

- **Community Marketing Campaign** – Next meeting for the marketing committee scheduled for January 29th. Marketables are being developed to support real estate sales and community events are being planned so businesses feel supported and residents feel welcome. We need to grow the community to be sustainable!
- **Border Agreement with Town of Wrightstown** – Communicated with Town of Wrightstown and they are not yet prepared to meet with us.

PUBLIC SAFETY - -

Fire Department Comments – Live burn training this Saturday on Norman Lane. 40 fire/rescue personnel from area departments will be in attendance.

Police Department Comments – This Saturday is shop with a cop. All Village Officers will be participating. This is a great event to support area families in need.

PUBLIC WORKS & UTILITIES -

Public Works Comments –

- Plows are prepped and ready for snow
- Christmas lights are up on the bridge and roundabouts
- Positive comments received regarding the pedestrian signs

ADJOURN - - Motion by S Reignier with a second by S Byer to adjourn. **Motion carried.**
(Adjourned 7:44 pm)


Michelle Seidl Clerk/Treasurer