

## **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, 12/19/2017** and was called to order at 6:00 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 Terry Schaeuble and Trustee Dan Segerstrom. Trustees Scott Reignier & Keith Wendlandt absent.

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.

**MINUTES** – Motion by S Byers with a second by T Schaeuble to approve the 12/05/2017 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 \$172,841.12 from December 6, 2017 – December 13, 2017. **Motion carried.**

**WALK-INS** – None

**CORRESPONDENCE** –

- Christmas Card from Aquafix

**ADMINISTRATOR’S REPORT**

- A lot of excitement is being generated as the Village’s Marketing Campaign is developing. Our goal is to create a sustainable community with a cohesive mission/vision.
- Clerk’s staff have started on the “New Resident” handbook. Also working on marketing materials as discussed in prior meetings.
- Administrator Coenen is working with a marketing company to boost our social media presence so we are able to get the attention of the current generation.
- Planning community events to establish a bi-monthly schedule. Focus will be on introduction to Village businesses and recreational areas. We are going to be looking for support from area organizations.
- Thank you to everyone that attended the Christmas luncheon. It was a great time to review past year accomplishments.

**COMMITTEE REPORTS**

**FINANCE/PERSONNEL - -**

- **Advance Construction Application for Payment** – Motion by S Byers with a second made by D Segerstrom to approve the Application for Payment No. 2 from Advance Construction, in the amount of \$216,927.85 for the 2017 Street & Utility Construction Project. **Motion carried.**
- **Appointment of Election Officials** – Motion made by S Byers with a second made by A Lundt to appoint the following individuals as Election Inspectors for the 2018-2019 Election Term. **Motion carried:**
  - Monica Meulemans – Chief Insp.
  - Ruth Aerts
  - Karen Demerath
  - Marna Johns

- Carol Just
  - Diane Laabs
  - Sandra Linskens
  - Delores Meulemans
  - Deanna Murphy
  - Kathleen Roebke
  - Kathie Schampers
  - Betty Schmidt
- **2017 Christmas Gift List** – Motion made by S Byers with a second made by T Schaeuble to approve the purchase of \$25.00 gift cards from The River Coffee & Cream for the 2017 Village volunteers and committee members. **Motion carried.** Each year the Village will rotate to a new business to be fair to all of our merchants.
  - **Fire Department Christmas Party Contribution** – Motion made by S Byers with a second made by D Segerstrom to approve the budgeted contribution of \$250.00 to the Fire Department to go toward their annual Christmas Party. **Motion carried.**
  - **Operator License Application** – Motion made by S Byers with a second made by T Schaeuble to approve the application for an operator’s license from Drew S. Roehrig, for Royal St. Patrick’s Golf Links. **Motion carried.**
  - **Dean Chagares – Probationary Member of Fire Dept.** – Motion made by T Schaeuble with a second by D Segerstrom to table this item due to health concerns in the Chagares family. **Motion carried.**

**PARKS, RECREATION & REGIONAL PLANNING--**

- **Border Agreement Negotiations with Town of Wrightstown** – Still waiting on response from Town of Wrightstown from their meeting last week.
- **Wrightstown Properties, LLC CSM** – Half acre land swap at back of parcel for front retention pond that is handling storm water for the Village road. This will maximize future buildability by Print Pro. Motion made by T Schaeuble with a second made by D Segerstrom to approve the CSM for Wrightstown Properties, LLC, 1450 Poplar St., parcels VW-W175, VW-W175-1 and VW-W175-2. **Motion carried.**

**PUBLIC SAFETY - -**

**Fire Department** – Training event went very well. It was a lot of work but a great opportunity!

**Police Department** – No report available as November numbers are still being gathered. 15 hours of police coverage is being added per week, starting in January 2018, by reducing staff overlap times. This will have no impact on the budget numbers.

**PUBLIC WORKS & UTILITIES - -**

**Public Works Comments** –

- Merry Christmas everyone!

**CLOSED SESSION:**

Motion by T Schaeuble with a second by D Segerstrom to proceed into closed session pursuant to Wisconsin Statute 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. Five 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. Five yes votes. **Motion carried.**

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

**ADJOURN - -** Motion made by A Lundt with a second by D Segerstrom to adjourn. **Motion carried.**  
(Adjourned 7:30 pm)

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Michelle Seidl

Clerk/Treasurer