

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, 04/17/2018**.

Motion made by S Byers with a second made by D Segerstrom to appoint Trustee Scott Reignier as acting president for the meeting due to the absence of President Dean Erickson. **Motion carried.**

Meeting was called to order at 6:01 p.m. by Acting President Scott Reignier and the Pledge of Allegiance was recited.

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

Also present: Tom Collins (Wrightstown Area Spirit); Village Administrator Travis Coenen, Police Chief Greg Deike, Fire Chief Mike Schampers, Clerk/Treasurer Michelle Seidl, Public Works Supervisor Andy Vickman, Consultant Mark Leonard, Chad Fradette and Benjamin Lacount from Evergreen Consulting LLC and Property Owner Don Muelemans.

CLOSED SESSION: Motion made by A Lundt with a second by D Segerstrom to move the closed session to the end of the meeting at the request of Administrator Travis Coenen. **Motion carried.**

MINUTES – Motion by S Byers with a second by T Schaeuble to approve the 04/04/2018 board meeting minutes as submitted. **Motion carried.**

VOUCHERS - - Motion by S Byers with a second made by T Schaeuble to approve the vouchers, as submitted, in the amount of \$216,518.31 from March 29, 2018 – April 11, 2018. **Motion carried.**

SCHEDULED APPEARANCES – Property Owner Don Muelemans, 11756 Open Rd., Brillion

An application for a zoning change, from B1 general business to residential, was submitted by Mr. Mueleman's, for his property at 224 Mueller St., in March of 2018. He is currently using the structure as a residence, which is in conflict with the Village's Municipal Code. Due to non-conformity to the Village's Comprehensive Plan, the Planning Commission denied the request. There was discussion regarding the possibility of applying for an annual conditional use permit, but again, because of the non-conformity to the Comprehensive Plan, the chances of approval are low. Mr. Muelemans stated that since the Village is unwilling to work with him, he will now be using the building as a logistics office for his trucking company and two semi-trucks will be parked on the street while he is taking his required hours off. Chief Deike did inform Mr. Muelemans that doing so would put him at risk to be issued daily parking fines. The property at 224 Mueller St. is currently for sale.

WALK-INS – None

CORRESPONDENCE – None

ADMINISTRATOR'S REPORT

- Continuing to work on development
- Dates set for Music in the Park. Event information is being posted on social media and will be published in our local newspapers
- Movie in the Park date has been set for Saturday, July 14th.
- Working on zoning ordinance changes with our new Village Planners. More information to follow later in the meeting.

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Municipal Treasurers Appreciation Week Proclamation** – Municipal Treasurers Appreciation Week proclamation read by Trustee Byers. Motion made by S Byers with a second made by D Segerstrom to approve the *PROCLAMATION* recognizing April 15-21, 2018 as Municipal Treasurers Appreciation Week. **Motion carried.**
- **Changed Village Board Meeting Date** – Tuesday, May 15, 2018 Village Board Meeting will be rescheduled to Wednesday, May 16, 2018 due to the 2018 Special Primary Election.
- **Operator License Application:**
 - ~ Motion made by S Byers with a second made by A Lundt to approve the NEW operator license application from Alissa Ann Cousineau, N2090 Shawn Ct, Kaukauna. **Motion carried.**
- **Robert E. Lee Invoice #73616** – Motion made by S Byers with a second made by A Lundt to approve Robert E. Lee invoice # 73616, in the amount of \$30,857.90, for the CTH U Sanitary and Water extension. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING--

- **“Lucky” Well 5 Warranty Deed** – Motion made by S Byers with a second made by T Schaeuble to table action on the Warranty Deed for “Lucky” Well 5 Parcel (VW-W6) for Tinedale Farms Outlot 1 (VW-W2214) due to lack of confirmation of a clear title. **Motion carried.**
- **Village Planning Services – Evergreen Consultants, LLC** – Motion made by T Schaeuble with a second made by S Byers to approve the proposal from Evergreen Consultants, LLC to provide planning services for the Village of Wrightstown. **Motion carried.** Introduction to Chad Fradette and Ben Lacount from Evergreen Consultants, LLC. Both gentlemen have been working with the Village, through their prior employer, Mach IV, on our development planning and have now decided to start their own firm. Chad Fradette was trained as a chemist and has been an environmental consultant for 19 years. He has worked in government since being elected Green Bay City Council President and later ran for a state office. Although he didn’t win, he assisted with bill writing in Madison and is still helping the City of Green Bay ordinance writing. Ben Lacount has been a wetlands land surveyor and consultant since 2004 and puts together development plans to be presented to City, Village and Town Boards. His passion is to help communities develop according to their vision. His degree is in Environmental Policy & Planning and he is a professional land surveyor. Both he and Chad are also professionally insured wetland delineators for the State of Wisconsin.
- **Planned Development District (PDD) Code** – Evergreen Consultants created a PDD checklist, based on current Village processes. This tool simplifies the text for everyone to understand. It also allows developers to propose their vision but puts more power in the Village’s hands by allowing standards to be set or compromises to be made. PDD fee has been raised to \$950 to be more comparable to neighboring municipalities.
- **PDD Site Plan Review Application & Site Plan Review Application** – Development of fillable documents are in process
- **Proposed Shoreland Zoning Code** – 22 page edited document to be reviewed by board members. Highlight of changes:

- 50' setback from waterfront from 75'
- Ordinance changed to "Shoreland/Wetlands" ordinance to encompass the entire Village so closer setbacks to the waterfront can be allowed but wetlands and water quality will still be protected
- Village rezoning review for wetlands removed because this is already a state and federal process
- Wetlands delineation review added to protect property owners from the possible liability that wetlands can create

PUBLIC SAFETY - -

Fire Department – No questions from report submitted.

Police Department –

- Approval received from Wrightstown Business Association to host "Coffee with a Cop" at The River Coffee & Cream. WABCA will be funding.
- Major investigations occurring within the Village and resources are being taxed. However, Wrightstown is still one of the safest communities in the area and police department staff are working hard to keep it that way!

PUBLIC WORKS & UTILITIES - -

Public Works – Nothing to report.

CLOSED SESSION: Motion made by A Lundt with a second made by S Byers 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, wherever competitive or bargaining reasons require a closed session. **Motion carried.**

Economic Development – Land Acquisition for the Purpose of TID #5 Redevelopment and Review of Developers Agreement

OPEN SESSION: Motion made by T Schaeuble with a second made by D Segerstrom to reconvene into open session. **Motion carried.**

ACTION TAKEN AS A RESULT OF CLOSED SESSION: None

ADJOURN - - Motion made by A Lundt with a second by D Segerstrom to adjourn. **Motion carried.**

Michelle Seidl

Clerk/Treasurer