

## 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 06/05/2018** and was called to order at 6:00 p.m.

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 (*present until 6:37 p.m.*) and Trustee Keith Wendlandt.

Also present: Ed Byrne (Brillion News); Brian Roebke (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, Judge Jon Dewane, Police Officer Heather Martin, Police Officer Mike Sullivan, Court/Police Clerk Sharon Diedrick, Dean Diedrick and Property Owner Rob Stroik.

### **CLOSED SESSION:**

Motion made by A Lundt 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, whenever competitive or bargaining reasons require a closed session. **Economic Development** – Land Acquisition for the Purpose of Redevelopment and Review of Developers Agreements. Call of Roll. 7 yes votes. **Motion carried.**

### **OPEN SESSION:**

Motion by S Byers with a second made by K Wendlandt to reconvene into **OPEN SESSION** to discuss and/or take action on any issues that occurred during the closed session and continue with the Village Board meeting as scheduled. Call of roll. 7 yes votes. **Motion carried.**

**ACTION TAKEN AS A RESULT OF CLOSED SESSION:** Motion made by S Byers with a second T Schaeuble by to approve the purchase of 145 Golf Course Dr. Call of Roll. 7 yes votes. **Motion carried.**

### **UTILITY COMMISSION MONTHLY MEETING**

Motion made by A Lundt with a second by D Segerstrom to open the June 2018 Utility Meeting. **Motion carried.**

#### **WATER UTILITY**

- Daily pumping average is up a bit due to increased usage by Country Visions, K & S Energies and Wrightstown High School
- Annual water main flushing is scheduled for July 9 – 11
- Quarterly meter reading is happening this week

#### **SEWER UTILITY**

- 40' sanitary sewer relay project on Louise Dr. is scheduled for June, in front of the LRIP scheduled work
- 230,000 gallons of sludge hauled from WWTP to keep us on scheduled for a complete haul out in fall
- Plant is running great

Motion made by T Schaeuble with a second made by S Byers to close the June 2018 Utility Meeting. **Motion carried.**

**MINUTES** – Motion by A Lundt with a second by D Segerstrom to approve the May 16, 2018 Board Meeting Minutes. **Motion carried.**

**VOUCHERS** - - Motion by S Byers with a second made by T Schaeuble to approve the vouchers, from May 10, 2018 – May 30, 2018, in the amount of \$78,754.65. **Motion carried.**

**SCHEDULED APPEARANCES** – None

#### **WALK-INS**

- Rob Stroik, property owner, requested assistance from the Board in regards to the minimum square footage requirement on his lot at 551 Royal St. Pat’s Dr. Property was purchased from a private party with the assistance of a title company. The title company search identified only one set of registered covenant documents for Royal St. Pat’s subdivision and they did not include the recent agreement that the developer has with the Village that lots located adjacent or bordering the golf course require a first floor square footage of 2,200 for a one story home. The Stroik’s current plan has a first floor of 1,900 square feet. The subdivision developer, Hillcrest Homes will not approve the lower square footage plan without direction from the Village. Travis Coenen, Village Administrator, will contact Hillcrest Homes and advise that Mr. Stroik will be presenting a revised floor plan, making the three season room into a four season room (adding an additional 180 sq. ft.) and that the Village will be amenable to this first floor size. President Erickson requested that all current vacant property owners be notified, by the Village, of the new square footage requirements.
- Ed Byrne, from the Brillion News, is working with Reedsville School District to develop a program focused on preventing high school students from becoming heroin addicted. A presentation is being held this Saturday from 9:00 a.m. – 10:00 a.m. at Reedsville High School. The primary presenter is a 28 year old former Wrightstown student who has now been clean and sober for 4 years. Anyone having or has had an issue with heroine or methamphetamine addiction is urged to attend.

**CORRESPONDENCE** - None

**ADMINISTRATOR’S REPORT** – None

**FINANCIAL ADVISOR** – Brian Roemer from Ehlers presented the “Sale Day Report” for the Village of Wrightstown’s \$1,960,000 General Obligation Promissory Notes, Series 2018A. 4 bids received. Lowest/winning bid went to Banker’s Bank out of Madison who partnered with Greenleaf Wayside Bank, Wrightstown. Debt service was able to be reduced by \$15,889 in interest and \$5,000 in principal due to a lower underwriter discount. True interest rate is 2.85%.

Motion made by S Byers with a second made by A Lundt to amend the agenda to move the \$1,965,000 (now \$1,960,000) General Obligation Promissory Notes, Series 2018A, action item up next. **Motion carried.**

**\$1,960,000 General Obligation Promissory Notes, Series 2018A** –Motion made by S Byers with a second made by T Schaeuble to approve Resolution 06052018, authorizing the issuance and sale of \$1,960,000 General Obligation Promissory Notes, Series 2018A. Call of roll. 6 yes votes. **Motion carried.**

#### **COMMITTEE REPORTS**

##### **FINANCE/PERSONNEL - -**

- **Employee Recognition** – Recognition award presented to Sharon Diedrick, Police Department Administrative Assistant and Court Clerk, for her 25 years of service with the Village of Wrightstown. GREAT JOB SHARON! CONGRATULATIONS!

- **RENEWAL Operator License Applications** – Motion made by S Byers with a second made by K Wendlandt to approve the below RENEWAL operator license applications for the term of July 1, 2018 – June 30, 2020. **Motion carried.**
  - Colwell, Kimberly Ann, 4859 Hwy 57, De Pere, WI 54115, for Wrightstop BP Gutzman, Kenneth Kurt, 531 Washington (upper), Wrightstown, WI 54180, for Wrightstown River Inn
  - Jagasia, Kshitij, 136 Lamplighter Dr. Apt 9, Kaukauna, WI 54130, for Wrightstop BP/Bridgeport Shell
  - Johnson, Faye Marie, 450 Janet Ln., Wrightstown, WI 54180, for Dick’s Family Foods
  - Klein, Dawn Marie, 531 Washington (upper), Wrightstown, WI 54180, for Wrightstown River Inn
  - Luedtke, Todd Martin, 2565 Cty Rd. U, Wrightstown, WI 54180, for Lucky’s Pub & Grill
  - Schwahn, Stephanie Lynn, W2710 U.S. Hwy 10, Brillion, WI 54110, for Lucky’s Pub & Grill
  - Thiede, Renee Lynn, 6 Armstrong Ct., Kaukauna, WI 54130, for Lucky’s Pub & Grill & Royal St. Pat’s Golf Links
  - Zirbel, Lynn Marie, 1072 Debra St., Wrightstown, WI 54180
- **NEW Operator License Applications** – Motion made by T Schaeuble with a second made by S Byers to approve the below NEW operator license applications for the term of July 1, 2018 – June 30, 2020. **Motion carried.**
  - Brewer, Josee Marie Therese, 450 Janet Ln., Wrightstown, WI 54180, for Dick’s Family Foods
  - Brittnacher, Darcy Jean, 404 E. 16<sup>th</sup>, Kaukauna, WI 54130, for Wrightstown River Inn
- **RENEWAL Class A Beer/Class A Liquor License Applications** – Motion made by T Schaeuble with a second made by S Byers to approve the below Class A Beer/Class A Liquor License RENEWAL applications for the term of July 1, 2018 – June 30, 2019. **Motion carried.**
  - Sai Krupa LLC, d/b/a Bridgeport Shell, 525 Main St. – Mitul Patel, agent
  - Sai Krupa LLC, d/b/a Wrightstop BP, 233 High St. – Mitul Patel, agent
  - VandenWymelenberg Enterprises, Inc., d/b/a Dick’s Family Foods, 400 High St. - John Gerard VandenWymelenberg, Agent
- **RENEWAL Class B Beer/Class B Liquor License Applications** – Motion made by T Schaeuble with a second made by A Lundt to approve the below Class B Beer/Class B Liquor License RENEWAL applications for the term of July 1, 2018 – June 30, 2019. **Motion carried.**
  - The River Coffee and Cream, LLC, 104 High Ct. – Deborah Sue Tews, Owner Todd & Lois Luedtke, LLC, d/b/a Lucky’s Pub & Grill, 2565 Cty Rd. U – Lois Ann Luedtke, agent
  - W.L. Foods. 924 Main St., Gerald Van Rossum, agent
  - Wrightstown River Inn, LLC, 531 Washington St. – Adam Gildernick, agent
- **RENEWAL RESERVE Class B Beer/Class B Liquor License Applications** – Motion made by S Byers with a second made by T Schaeuble to approve the below RESERVE Class B Beer/Class B Liquor License RENEWAL applications for the term of July 1, 2018 – June 30, 2019. **Motion carried.**
  - Sydrow Golf, Inc., d/b/a Royal St. Patrick’s Golf Links, 201 Royal St. Pat’s Dr. – Robert Novitski, Agent
  - Wrightstown Development, LLC. d/b/a Tiger’s Den, 505 Washington St. – Jeffrey Corcoran, Agent
- **RENEWAL Cigarette & Tobacco Retail License Applications** – Motion made by S Byers with a second made by K Wendlandt to approve the below Cigarette & Tobacco Retail License RENEWAL applications for the term of July 1, 2018 – June 30, 2019. 5 aye votes, 1 opposed (A Lundt) **Motion carried.**
  - Sai Krupa LLC, d/b/a Bridgeport Shell, 525 Main St. – Mitul Patel, agent
  - Sai Krupa LLC, d/b/a Wrightstop BP, 233 High St. – Mitul Patel, agent
  - Sydrow Golf, Inc., d/b/a Royal St. Patrick’s Golf Links, 201 Royal St. Pat’s Dr. –

Robert Novitski, Agent

- VandenWymelenberg Enterprises, Inc., d/b/a Dick's Family Foods, 400 High St., -  
John Gerard VandenWymelenberg, Agent
- **Robert E. Lee Invoice for Payment No. 73703** – Motion made by S Byers with a second made by T Schaeuble to approve Robert E. Lee Invoice No. 73703, in the amount of \$21,377.07, for the West Side Fox River Sanitary Sewer Extension. Preliminary design work for the sewer extension. **Motion carried.**
- **Robert E. Lee Invoice for Payment No. 73691** – Motion made by S Byers with a second made by T Schaeuble to approve Robert E. Lee Invoice No. 73691, in the amount of \$18,176.45, for the CTH U Sanitary and Water Extension. **Motion carried.** Project is almost complete. Work is being done on ditch restoration at this time. Road to be closed on Thursday to repair sink holes. **Motion carried.**
- **Advance Construction Application for Payment No. 6** – Motion made by S Byers with a second made by T Schaeuble to approve Application for Payment No. 6, to Advance Construction, Inc., in the amount of \$590,085.54 for the 2017 Street & Utility Project, Contract 1269-17-02. **Motion carried.**
- **Appointment of Brown County 20/20 Group Representative** – Motion made by T Schaeuble with a second by S Byers to appoint Administrator T Coenen, with Trustee Keith Wendlandt as support staff, to the Brown County 20/20 Consensus Group as Village Representative(s). **Motion carried.**

**PARKS, RECREATION & REGIONAL PLANNING**— looking at updating Village ordinances in regards to park hours. Once this has been done, park signage will need to be updated to reflect correctly. Also considering making some of the Village Parks dog friendly.

Music in the Park– Tightly Whitey's, sponsored by Bosma Chiropractic and Wrightstown Dental, on Saturday, June 16<sup>th</sup> from 5 – 9 p.m. in Waupekan Park. Music will also be provided in conjunction with the “Bike to the Beat” and “Mile of Music Events” in August of 2018 and in Shamrock Park, sponsored by Wisconsin Public Service, in September 2018.

## **PUBLIC SAFETY - -**

**Fire Department Comments** – No questions or comments

**Police Department Comments** – Public Safety Meeting held earlier this evening

## **PUBLIC WORKS & UTILITIES**

- 79 hours of overtime last month due to Winter Blizzard Evelyn
- LRIP road projects, scheduled for July, include works on Spicewood, Windfield and Louise Dr.
- Took possession of new sweeper last week. Old sweeper sold for \$4,850 to Peters Concrete. They took delivery last week
- New banners hung on light poles in time for Memorial Day
- Two new staff members started with DPW on Tuesday, May 29<sup>th</sup>. Welcome Erica Buechel, DPW Administrative Assistant and Braydon Smith, DPW Seasonal Staff Member!

**ADJOURN - -** Motion by S Reignier with a second by S Byers to adjourn. **Motion carried.**  
(Adjourned 7:13 pm)

Michelle Seidl

Clerk/Treasurer