

## **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, 07/17/2018**.

Meeting was called to order at 6:01 p.m. by Village President Dean Erickson and the Pledge of Allegiance was recited.

Roll Call: Present –Village President Dean Erickson, Trustee Sue Byers, Trustee Andy Lundt, Trustee Terry Schaeuble (*6:03 p.m. arrival*) and Trustee Keith Wendlandt. Trustee Scott Reignier and Trustee Dan Segerstrom absent.

Also present: Brian Roebke (Wrightstown Area Spirit), Ed Byrne (Brillion News), Village Administrator Travis Coenen, Clerk/Treasurer Michelle Seidl, Public Works Superintendent Andy Vickman, Police Chief Greg Deike and Consultant Mark Leonard

**MINUTES** – Motion by A Lundt with a second made by S Byers to approve the July 3, 2018 meeting minutes as submitted. **Motion carried.**

**VOUCHERS** - Motion by S Byers with a second made by K Wendlandt to approve the vouchers, as submitted, in the amount of \$1,220,151.30 from June 29, 2018 – July 11, 2018. \$96,145.70 invoice paid to Liberty Title and Abstract Inc. is for the purchase of property at 145 Golf Course Dr.. Liberty Title and Abstract Inc. to distribute funds of sale. **Motion carried.**

**SCHEDULED APPEARANCES:** None

**WALK-INS** – None

**CORRESPONDENCE** – None

**VILLAGE ATTORNEY** – Lawsuit filed against the vendor that started our SCADA project. No response was received and therefore State of Wisconsin judgement was granted. Currently, judgement is being docketed in Illinois as well, by an outside law firm that is licensed in that state. From there, collection of \$28,000 will begin.

### **ADMINISTRATOR’S REPORT**

- Working with Attorney Gagan on incorporation of the Town of Wrightstown
- Following up on Meulemans zoning violation at 224 Mueller Street
- Marketing materials are almost wrapped up
- Finalizing the plans for the riverfront development. Once utility layout, the plans will be presented to the Planning Commission
- Receiving good feedback on the events going on in Wrightstown. Movie in the Park on July 14<sup>th</sup> was a success but next year we may want one presentation for younger children and then a second for teens to accommodate for age appropriateness. We may also want to spray for mosquitoes! Thank you to the fire and police departments for providing popcorn and sno-cones, to Coca Cola for providing the soda and to Trustee Sue Byers for setting up the soda donation. Guests took advantage of Music in the Park on Thursday, July 12, before and after the Waterboard Warrior Ski Show and flyers were handed out for the next scheduled event, Downtown Block Party, on August 4<sup>th</sup>, in coordination with Bike to the Beat, happening in Appleton
- Department heads are working on their own individualized budget spreadsheets that tie into the Caselle software. Preliminary cost of living wage increases are being put into the budget at 2%. We are expecting to present the initial budget to the Board in September.

- Employee evaluations have been started. The 2018 evaluation documents include a “score” sheet that will tabulate employee bonus amount.

## **COMMITTEE REPORTS**

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

- **Application for Payment No. 7 – Advance Construction:** Motion made by S Byers with a second made by A Lundt to approve Application for Payment No. 7, from Advance Construction, in the amount of \$148,897.10, for the 2017 Street & Utility Construction project . **Motion carried.**

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

- **Extraterritorial CSM for Darlene Pahl**– Motion made by T Schaeuble with a second made by K Wendlandt to approve the extraterritorial CSM for Darlene Pahl, 1078 Day St. Greenleaf, for Parcel W-75, in the Town of Wrightstown. **Motion carried.**
- **Development/Annexation request by Aaron Robertson – Red Clover Lane Expansion in Harvest Moon Estates Subdivision** – Annexation petition and CSM to be available for review at the next Planning Commission meeting. Addition of 3-4 lots off of Red Clover. Storm water, utility and covenant requirements must be met even though these lots are smaller than the norm in that subdivision.
- **Purchase of VW-188-2** – Motion made by T Schaeuble with a second made by S Byers to approve the purchase of 385 Van Dyke St. (VW-188-2), from Paul S. & Sara S. Beatty, in the amount of \$45,000, for future development and economic growth to be paid from the economic development fund. Closing is scheduled for Monday, July 23. **Motion carried.**
- **Wrightstown Expert Planning Services** – Motion made by T Schaeuble with a second made by S Byers to approve the time and materials contract for Wrightstown Expert Planning Services. Mike Slavney, Senior Planner, will be helping the Village prepare for future growth with authorization by Attorney Gagan, the Village Board or Administrator Coenen. **Motion carried.**
- **Purchase of VW-381** – Motion made by T Schaeuble with a second made by A Lundt to approve the purchase of 605 Main St. (VW-381), from Thomas & Susan Schreurs, in the amount of \$2,000, for future development to be paid from the economic development fund. **Motion carried.**

### **PUBLIC SAFETY - -**

**Fire Department** – Chief Schampers not in attendance to report. No questions.

**Police Department** – First “Coffee with a Cop” had 14 people in attendance. The community got a chance to meet all of the officers in the department and share their wishes for the Village in the future. The July event had fewer numbers which is most likely due to it being summer.

### **PUBLIC WORKS & UTILITIES - -**

**Public Works** – Reminder of Lois’ retirement party on Thursday evening, July 19th.

**ADJOURN - -** Motion made by A Lundt with a second by T Schaeuble to adjourn. (6:26 p.m.) **Motion carried.**