

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 09/04/2018** and was called to order at 6:00 p.m. by President Dean Erickson.

The Pledge of Allegiance was recited.

Roll Call: Present – Village President Dean Erickson, Trustee Sue Byers, Trustee Andy Lundt, Trustee Scott Reignier (*through 7:00 p.m.*), Trustee Dan Segerstrom and Trustee Keith Wendlandt. Trustee Terry Schaeuble absent.

Also present: Ed Byrne (Brillion News); Village Administrator Travis Coenen; Clerk/Treasurer Michelle Seidl; Superintendent of Public Works Andy Vickman; Fire Chief Mike Schampers; Deputy Clerk/Treasurer Patti Leitermann and Kathleen Anderson (*sister of Trustee Sue Byers*)

UTILITY COMMISSION MONTHLY MEETING

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

WATER UTILITY

- August was a dry month. 203,678 average gallons pumped daily
- Crews are continuing with annual water valve exercising
- Annual inspections at both water towers are scheduled for September
- Quarterly meter reading being done this week

SEWER UTILITY

- Crews are continuing with annual sanitary manhole inspections. Three sanitary manholes are scheduled to be rehabbed due to deteriorated structures found through the process.
- Crews from Great Lakes TV/Seal are completing our annual sewer main cleaning and televising. Each year approximately 25,000 feet of mainline is completed, which keeps us up to date with our five year plan

Motion made by D Segerstrom with a second made by S Byers to close the September 2018 utility meeting. **Motion carried.**

MINUTES – Motion by S Byers with a second by K Wendlandt to approve the August 21, 2018 Board Meeting Minutes. **Motion carried.**

VOUCHERS - Motion by K Wendlandt with a second made by D Segerstrom to approve the vouchers, from August 16, 2018 – August 30, 2018, in the amount of \$138,976.20. **Motion carried.**

SCHEDULED APPEARANCES – Question raised by Kathleen Anderson, sister to Trustee Sue Byers, as to the reason the Village does not enforce subdivision restrictive covenants. Response from President Erickson indicated that the Village does not involve itself in civil matters and that non-compliance issues are to be handled between homeowners

WALK-INS - None

CORRESPONDENCE

- Thank you received from the family of MaryJo Aerts for the memorial donation. MaryJo passed from complications after contracting mono overseas while doing mission work. MaryJo's mother, Tammy, does CPR training for the Village.

ADMINISTRATOR'S REPORT

- Working on the 2019 budget. Most staff have their initial drafts complete and we are currently merging these numbers into the large budget workbook
- ETF sent out a notification that a 1% - 2% increase in health insurance rates next year can be expected
- Working on borrowing and 2019 levy limit with Jon Cameron from Ehlers
- Continuing to work on development and updating of our municipal code

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Clerk-Treasurer's Report**
 - Department Heads are currently working on their individual budget spreadsheets. Once completed, data will be imported into the Caselle software so the large budget workbook will populate. Goal is to have to the Village Board for the first review in September.
 - We will be hosting election training on Tuesday, September 11th for our officials to qualify for the 2020-2021 election term. Currently we have 10 ladies that have agreed to train to be Chief Inspectors. Because we will be utilizing the Wisconsin election Commission's NEW Learning Center for the video and materials, we were able to open up this training to surrounding municipalities and have officials from the Town of Morrison, City of Kaukauna, Town of Lawrence, Town of Seymour and the Town of Maple Creek attending.
 - Brown County has notified their municipal clerks that the 15 year old Automark voting machines, currently being used, are outdated and need to be replaced. They have asked that we budget 1 unit per 1,000 registered voters. We had 1,410 registered voters in Brown County for the 2018 Partisan Primary and 137 registered voters in Outagamie County. We would therefore need 2 units at a cost of \$4,000 each. We also need to budget for two wireless modems at a cost of \$400 each and have wireless access. All municipalities need to unanimously make the transition so election programming is consistent
 - NEW Electronic poll books are being rolled out by the Wisconsin Election Commission in time for the spring 2019 election. Cost per station is approximately \$1,980 and includes a printer. Due to our registered voter totals, three units will be needed
 - 97 building permits have been issued so far in 2018. 21 were for new construction, with 13 in Brown County and 8 in Outagamie
 - Boat launch revenues so far in 2018: \$2,824.59
 - Third quarter Village newsletter is being prepped to mail with the September utility bills
- **Operator License Application** – Motion made by S Byers with a second made by A Lundt to approve the operator license application for Libby Nichole Hodgins, 307 Washington St., Wrightstown, for Bridgeport Shell and Wrightstown BP. **Motion carried.**
- **2018 WPS Foundation Safety Grant** – Wrightstown Fire Department received a \$2,000 safety grant from the WPS Foundation. The funds were used to purchase new extrication tools.

PARKS, RECREATION & REGIONAL PLANNING

- **Resolution 09042018 – I-41 Expansion** – Outagamie County is requesting that the Wisconsin Department of Transportation begin the planning, design and expansion of Interstate 41 between CTH

OO/STH 15 in Outagamie County and Scheuring Road in Brown County to increase safety and reduce traffic bottlenecks. They have asked surrounding municipalities to show their support by reaching out to the DOR and to our local legislators. Motion made by D Segerstrom with a second made by S Byers to approve Resolution 09042018 requesting that the Wisconsin Department of Transportation begin the planning, design and expansion of Interstate 41 (I-41) to six lanes between the Fox Cities and the Green Bay Metropolitan Areas. **Motion carried.**

- **2018 Village of Wrightstown Trick or Treat Hours** – Motion made by D Segerstrom with a second made by S Reignier to schedule the 2018 Village of Wrightstown Trick or Treat Hours for Wednesday, October 31, from 4:00 p.m. – 7:00 p.m. **Motion carried.**
- **Enforcement of Restrictive Covenants** – Discussion regarding opinions received from Village Attorney Robert Gagan and Attorney Claire Silverman from the League of Wisconsin Municipalities, as well as feedback from administrators and managers throughout the State of Wisconsin, in regards to municipal involvement in enforcing restrictive covenants. Because restrictive covenants were created by private individuals, the authority to enforce belongs only to the developer, subdivision property owners and homeowner’s association (*if one is formed*). Municipalities do not have the authority to enforce these private restrictions and should not expend public funds to do so. Suggestion was made to increase owner awareness regarding restrictive covenants in these subdivisions at the time building permits are applied for. How to proceed moving forward, to protect the integrity within the Village, will be discussed at the September 18, 2018 meeting.
- **Performa Architects & Engineers Downtown Vision Study**– Administration would like to have a design plan created for the downtown area, to include recreational and commercial aspects, to share with potential developers and to have as a resource when applying for grant funding. The decision was made to table the action until the next meeting to allow determination of funding for the approximate \$15,000 cost. Motion made by D Segerstrom with a second made by S Byers to table action on the proposal by Performa Architects and Engineers until September 18th, 2018. **Motion carried.**

PUBLIC SAFETY - -

Fire Department Comments

- Fire Department open house this coming Sunday. New “toys” will be on display. Earlier date than usual for best shot of having good weather and also to work around Packer Games
- Thank you from the Schampers family on the card and support received with the passing of Mike’s dad.

Police Department Comments

- Coffee with a Cop this Thursday. Presentation by Officer Heather Martin on child safety.

PUBLIC WORKS & UTILITIES

- LRIP project update: Everything is milled out and is ready for installation
- Curb and crosswalk painting is being done in preparation for the new school year
- Public works Dodge truck stolen from wastewater treatment plant on Thursday, August 23rd. Greenspace was torn up before the vehicle was crashed through the security gate. Truck was found the following morning on Eaton Rd. on the east side of Green Bay. S&L Motors was able to check fluid levels etc...but are unable to repair the body work until October. Looking for an alternate dealership that can do the work sooner. Total damage between property and auto is approximately \$10,000. Insurance payments, minus deductibles, have already been received.
- Working on getting a final course of asphalt on Fox Shores to prevent additional damage when plowing. Cost of project is part of the developer’s agreement and Travis is working with the new owner to possibly establish a repayment plan so the work can be completed now rather than waiting until he is able to afford.
- DPW did sandbagging at the River Coffee & Cream and in front of the condo’s on Washington due to the large amount of rainfall received overnight.

ADJOURN – Motion made by A Lundt with a second made by S Byers to adjourn. (*Time: 7:53 p.m.*)

Michelle Seidl

Clerk/Treasurer