

# **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, 10/16/2018**.

Meeting was called to order at 6:04 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, Trustee Dan Segerstrom and Trustee Keith Wendlandt. Absent - Trustee Scott Reignier

Also present: Ed Byrne (Brillion News), Brian Roebke (Wrightstown Area Spirit), Village Administrator Travis Coenen, Clerk/Treasurer Michelle Seidl, Public Works Superintendent Andy Vickman, Police Chief Greg Deike, Fire Chief Mike Schampers, Municipal Advisor Jon Cameron

**MINUTES** – Motion by A Lundt with a second made by K Wendlandt to approve the October 2, 2018 board meeting minutes. **Motion carried.**

**VOUCHERS** - Motion by S Byers with a second made by T Schaeuble to approve the vouchers, as submitted, in the amount of \$264,699.95 from September 27, 2018 through October 10, 2018. **Motion carried.**

**SCHEDULED APPEARANCES:** None

**WALK-INS** – None

**CORRESPONDENCE** – None

### **ADMINISTRATOR’S REPORT**

- Midwest Expansion Project, “The Current on the Fox” finalized plans are here and will be presented later in the meeting.
- Project on the west side of the river will be starting this week now that Mother Nature is cooperating
- Continuing to work with Attorney Bob Gagan on the proposed incorporation for Town of Wrightstown/Village of Greenleaf
- Hoping to get more Wrightstown businesses involved with the tree lighting ceremony, the Christmas parade and the winter movie we are working on
- Update on 2019 Budget – expecting to have levy amounts from the school district, technical colleges and county in the next week or two. Our goal is to finalize the budget no later than November 20<sup>th</sup>, during the second monthly meeting
- Check out the “Fall-ow” decorations displayed by Wrightstown businesses. They are awesome!
- Halloween Trick-or-Treating is scheduled for October 31<sup>st</sup>.
- Working on adding a Village of Wrightstown sign on CTH U. Do we update all signage since we are going through this redevelopment process? Getting pricing and will be looking for feedback from the Board as to what direction to go
- Requesting Committee “engagement” to help steer staff members in the direction of the board’s vision, starting in January 2019.

### **COMMITTEE REPORTS**

**FINANCE/PERSONNEL - -**

- Jon Cameron, Municipal Advisor from Ehlers spoke regarding the 2018 B-D debt issuances and presented the three corresponding “Sale Day” reports. The first issuance is for \$558,500 in General Obligation Bank Notes, Series 2018B, for TID #3 land acquisition. The term is 10 years at a rate of 2.80%. The second is for \$437,320 in Water Revenue Bank Notes, 2018C, for water system improvements at a rate of 3% and a 10 year term. The last is for \$337,619 in Sewer Revenue Bank Notes, 2018D, for sanitary system improvements. The term is also 10 years at the 3% rate. The reason for splitting is to preserve the general obligation borrowing capacity for future need. Financing for all is being done through Greenleaf Wayside Bank.
  - **Resolution 10162018B - \$558,500 General Obligation Promissory Notes, Series 2018B:** Motion made by S Byers with a second made by T Schaeuble to approve Resolution 10162018B, authorizing the issuance and sale of \$558,500 General Obligation Promissory Notes, Series 2018B. Call of Roll: 6-yes votes 0-no votes. **Motion carried.**
  - **Resolution 10162018C - \$437,320 Water System Revenue Bonds, Series 2018C:** Motion made by S Byers with a second made by T Schaeuble to approve Resolution 10162018C, authorizing the issuance and sale of \$437,320 Water System Revenue Bonds, Series 2018C, of the Village of Wrightstown, Brown & Outagamie Counties, Wisconsin, and providing for payment of the bonds and other details with respect to the bonds. Call of Roll: 6-yes votes 0-no votes. **Motion carried.**
  - **Resolution 10162018D - \$337,619 Sewerage System Revenue Bonds, Series 2018D:** Motion made by S Byers with a second made by T Schaeuble to approve Resolution 10162018D, authorizing the issuance and sale of \$337,619 Sewerage System Revenue Bonds, Series 2018D, of the Village of Wrightstown, Brown & Outagamie Counties, Wisconsin, and providing for payment of the bonds and other details with respect to the bonds. Call of Roll: 6-yes votes 0-no votes. **Motion carried.**

**Request by President Dean J. Erickson to take a 5 minute recess to sign necessary paperwork needed by Municipal Advisor Jon Cameron so he could exit meeting. Motion made by K Wendlandt with a second by S Byers to recess. Motion carried.**

**Motion made by A Lundt with a second by S Byers to resume the meeting. Motion carried.**

- **North East Asphalt Invoice # 615037-01** – Motion made by S Byers with a second made by T Schaeuble to approve North East Asphalt Invoice #615037-01, in the amount of \$77,233.68, for removal and replacement of the lower asphalt layer and addition of Type 5 LT upper layer on Fox Shores. **Motion carried.** Lakeshore Properties will be reimbursing the Village approximately \$68,000 of this cost.
- **NEW Policy Language for Employee Personnel Manual** – Motion made by S Byers with a second made by T Schaeuble to approve the addition of the NEW policy language to the working draft of the Employee Personnel Manual. **Motion carried.** Final review of clean copy of manual will need to be done once language is added and our current updates processed by the attorney’s office.

**Dark Store Loopholes** – Close the Dark Store Tax Loophole video presentation. Motion made by S Byers with a second made by K Wendlandt to approve Resolution 10162018, Urging State Legislature to Close Loop Holes that Shift a Greater Property Tax Burden from Commercial to Residential Homeowners with the following amendments:

- Change “the Republican controlled Indiana state Legislature”, in paragraph 8 to “the Indiana state Legislature”
- Broaden the resolution language to include all retail establishments and commercial businesses rather than naming specific stores that have used the loop hole and dark store theory tax strategies

**Motion carried.**

- **Purchase of 2019 Police Squad** – Contract price, for 2019 squad cars, is only good until October 31<sup>st</sup>, 2018. After that date, there could be as much as a 5% increase in pricing. Two options were presented. The first is for the purchase of a squad at \$23,777. The second is a 3 year lease option. Annual cost is \$8,608.94. Neither option includes equipment, graphics or radio installation costs. Motion made by A Lundt with a second made by D Segerstrom to authorize the lease of a 2019 police vehicle and to include \$22,031.39 in the budget to cover the equipment purchase and the 2019 lease payments. **Motion carried.**

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

- **Midwest Expansion LLP Site Plan Design**– Recommendation from Planning Commission, after October 15<sup>th</sup> meeting, is to approve site plan request for the \$6,000,000 luxury apartment project. Geo technical, wall engineering, landscaping and lighting plans still need to be completed. Two (20) unit, 2 story buildings are to be constructed. Each will house 1 bedroom and 2 bedroom units. Traffic will flow on Hickory Street and all storm water is to be collected and treated on site. Developer is hoping to dig yet this fall. Motion made by T Schaeuble with a second made by K Wendlandt to approve the site plan design for Midwest Expansion LLP, 531, 533, 535 and 537 Hickory Street Parcels, VW-378, VW-380-1 and VW-380-1, Village of Wrightstown. Call of Roll – 6 yes votes. **Motion carried.**
- **Business Code ISO Rating** – Village earned a 4 (out of 10) rating in regards to our building code enforcement for underwriting insurance purposes. Based on our community and staff size, this is the best rating we are able to get. This high mark keeps our residents insurance rates low!

**PUBLIC SAFETY - -**

**Fire Department** – No questions / comments

**Police Department** – Coffee with a Cop is doing very well. Each event has averaged 5-10 people with a rotation of new people coming in. Starting a neighborhood watch. First meeting, to get it up and running, is in November.

**PUBLIC WORKS & UTILITIES - -**

**Public Works** – Starting downtown utility project now that rain has ceased. Advanced will be in tomorrow to do the hook in and tie the river boar and then the sewer project will begin on the west side. Finalized general budget and water budget was sent over to Clerk’s office today. First look will be in November. Crack sealing to be completed before end of year. Inventorying plowing equipment and taking early fill of salt in the next two weeks.

**ADJOURN - -** Motion made by A Lundt with a second K Wendlandt to adjourn. (7:40 p.m.) **Motion carried.**

Michelle Seidl

Clerk/Treasurer