

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, March 5, 2019** and was called to order at 6:01 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, Trustee Dan Segerstrom, Trustee Terry Schaeuble Absent: Trustee Keith Wendlandt

Also present: Kayla Guns (Wrightstown Area Spirit); Village Administrator Travis Coenen; Clerk/Treasurer Michelle Seidl; Superintendent of Public Works Andy Vickman; Police Chief Greg Deike; Business Owners John and Rick Vanden Wymelenberg from Dick’s Family Foods, Ehlers Municipal Financial Advisor Jon Cameron, Laura Rogers from Wild Blue

PUBLIC HEARING

Motion made by A Lundt with a second made by D Segerstrom, to open the public hearing, for the purpose of hearing from all persons and/or their agents on Resolution 03052019A, vacating a portion of Green Street.

Motion carried.

There were three (3) calls for public input with no response.

Motion made by A Lundt with a second made by D Segerstrom to close the public hearing. **Motion carried.**

UTILITY COMMISSION MONTHLY MEETING

Motion made by A Lundt with a second made by S Reignier to open the March 2019 Utility Meeting. **Motion carried.**

WATER UTILITY

- 178,000 gallons of water pumped daily in February 2019 which is average
- Training for February was a table top exercise on the Village’s Emergency Response and Staff Coordination Plan
- DPW staff working on keeping hydrants clear due to recent snow events
- A private leak, due to a new construction dig, was found in February, at 130 Fox Shores. The responsibility of the repair costs lay with the property owner

SEWER UTILITY

- Village anticipates televising approximately 13,000 feet of sanitary sewer mains this year. In process of collecting bids
- Contractor coming in to repair several sanitary sewer manholes, weather permitting
- Working with Print Pro on their new pretreatment system. Sampling done last week to check TSS levels and system design will be chosen based on which one is able to generate the best results

Motion made by A Lundt with a second made by S Reignier to close the March 2019 utility meeting. **Motion carried.**

MINUTES – Motion by A Lundt with a second by S Byers to approve the February 19, 2019 Board Meeting Minutes. **Motion carried.**

VOUCHERS - Motion by S Byers with a second made by T Schaeuble to approve the vouchers, from February 14, 2019 - February 27, 2019, in the amount of \$106,566.22. **Motion carried.**

SCHEDULED APPEARANCES – Rick and John VandenWymelenberg, from Dick’s Family Foods, asked to be kept updated on potential retail growth within the Village so they are able to plan for future expansion

WALK-INS – None

CORRESPONDENCE - None

ADMINISTRATOR’S REPORT

- Laura Rogers from Wild Blue will be presenting a brand development project plan later in the meeting. Part of the Village’s downtown plan includes “branded” signage created by Wild Blue and will speak to how we want this area marketed
- Downtown plan will be finalized shortly, we are just working through how to support some of the development initiatives outlined
- Village Leader Tour is scheduled for April 30th starting at 5:30 p.m. Please let Travis know if this date works for you so he is able to plan for food.
- Smallfoot will be presented on Sunday, March 24th at 6:00 p.m. at Wrightstown High School. Free water and popcorn will be available with additional concessions for sale by Wrightstown High School Student Council
- Next Public Safety Meeting is scheduled for Tuesday, March 12th
- Sending out “Request for Bids” for demolition of the buildings on the Bowers and Perry properties

CLERK/TREASURER’S REPORT

- Preliminary numbers from CLA (Schenck) from our 2018 end of year are in. Both water and sewer utility funds are “in the black”
- Clerk/Treasurer Michelle Seidl trained in Madison today, with Election Official Diane Laabs, on the new Badger Poll Book electronic equipment. The new check in process will be used during the April 2 Spring Election
- Chief Deike spoke on active shooter situations at the WMCA District Meeting in Shawano last Thursday. He did an excellent job!

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Resolution 03052019 Sale of General Obligation Corporate Purpose Bonds, Series 2019A** – Sale day report presented by Jon Cameron from Ehlers. 5 bids presented. Winning bidder was BOK Financial Securities out of Milwaukee with a “true interest cost” of 3.1367%. Small premium of \$15,000 received as part of the bid which allowed the debt issuance to be downsized to \$1,145,000 from \$1,160,000. This borrowing puts the Village at approximately 80% of its debt capacity, but continued growth will add to our borrowing power in future years. Motion made by S Byers with a second made by T Schaeuble to award the sale of \$1,145,000 General Obligation Corporate Purpose Bonds, Series, 2019A to BOK Financial from Milwaukee. Call of roll: 6 yes votes. **Motion carried.**

Motion by S Byers with a second by T Schaeuble to temporarily recess to allow for the signing of sale day paperwork. **Motion carried.**

Motion made by A Lundt with a second made by D Segerstrom to resume the meeting. **Motion carried.**

- **Wild Blue Branding** – Lori Rogers, from Wild Blue, presented a project proposal to the Board. The project goal is to create branding that will identify the Village as we continue to grow. Wild Blue is a strategic design company out of De Pere that has been in business since 1999. The first step is a

positioning exercise, with key stakeholders, which will produce a roadmap for future branding decisions, followed by resident engagement surveys and independent research to see what other communities are doing. A key finance report will be created and shared before identity development begins. What we will get: primary logo, secondary logo, color palette, fonts to go along with the new brand, a tag line, a brand story, design package to include stationary kit for letterhead, envelopes and business cards and signage kit templates. Motion made by S Byers with a second made by T Schaeuble to approve the Project Proposal from Wild Blue in the amount of \$17,300. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING

- **Resolution 03052019A** – Motion made by T Schaeuble with a second made by A Lundt to approve Resolution 03052019A vacating a portion of Green Street, in the Village of Wrightstown, Brown County, Wisconsin. **Motion carried.**
- **Green Street Quit Claim Deeds** –

Motion made by T Schaeuble with a second made by S Byers to approve the Quit Claim Deed transferring a portion of Green Street to Aaron Nider, VW-259 (705 Park St.), in the Village of Wrightstown, Brown County, Wisconsin. **Motion carried.**

Motion made by T Schaeuble with a second made by A Lundt to approve the Quit Claim Deed transferring a portion of Green Street to Wrightstown Riverfront, LLC, VW-378 (220 Green St.), in the Village of Wrightstown, Brown County, Wisconsin. **Motion carried.**

- **2019 Event Schedule** – Dates are now locked in. Smallfoot -March 24th, Memorial Day Parade - May 27th, Village Wide Rummage Sale - June 1st, Music in Waupekun Park - June 13th, Music in Mueller Park - July 18th, Movie in Zirbel Park - July 13th, Downtown Block Party, in conjunction with Mile of Music and Bike to the Beat – August 3rd, Music in Shamrock Park - September 12th, Fall Festival - October 19th in downtown area to include art, music and a farmers market, Christmas Tree Lighting - December 6th, Christmas Parade - December 7th (*changed from November 29th & 30th due to deer hunting*)

PUBLIC SAFETY - -

Fire Department Comments – Village hosted Leadership Green Bay in February. Group of young professionals looking to become leaders in their communities. Projects include assisting with comprehensive plans and building construction. The goal in February was to see how a small municipality runs and how a volunteer fire department operates. Confined space training done at CR Meyer.

Police Department Comments - NONE

PUBLIC WORKS & UTILITIES

- Good supply of salt left for the remainder of the snow season
- Full crew out cleaning catch basins last week with the amount of rain and snow anticipated
- 4 new residential constructions came in. 3 of the four lateral inspections completed

ADJOURN – Motion made by S Reignier with a second made by A Lundt to adjourn (7:26 p.m.)

Michelle Seidl

Clerk/Treasurer