

# 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, 04/16/2019**

Meeting was called to order at 6:00 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 Scott Reignier, Trustee Terry Schaeuble and Trustee Dan Segerstrom. Absent - Trustee Keith Wendlandt

Also present: Ed Byrne (Brillion News), Kaya Guns (Wrightstown Spirit), Village Administrator Travis Coenen, Clerk/Treasurer Michelle Seidl, Public Works Superintendent Andy Vickman, Police Chief Greg Deike, Fire Chief Mike Schampers, Builder Dean Thielbar, Property Owners Logan Coppenger, Lexi Thielbar and Jeffrey Ward

**MINUTES** – Motion by S Byers with a second made by T Schaeuble to approve the April 3, 2019 board meeting minutes. **Motion carried.**

**VOUCHERS** - Motion by S Byers with a second made by T Schaeuble to approve the vouchers, as submitted, totaling \$957,015.17 from March 28, 2019 through April 10, 2019. **Motion carried.**

**SCHEDULED APPEARANCES** – Contractor/Realtor Dean Thielbar addressed the Board, on behalf of property owners Logan Coppenger and Lexi Thielbar, 448 Gordon Way, regarding the June 15, 2018 Changes to Declaration of Conditions, Protective Covenants and Easements for Royal St. Patrick’s Residential Development. The original developer, Crow’s Nest, LLC, did not file this revising document with Outagamie County, so it was not disclosed at the time of the property sale. The current 2-story plan conforms to the original developer covenants and has 2,200+ square feet, with approximately 1,500 on the first floor, and vinyl returns on the home’s front. The Changes to Declaration of Conditions, Protective Covenants and Easements for Royal St. Patrick’s Residential Development states that the first floor must have 1,700 square feet, minimum, and the front facing returns must be masonry. To add the necessary square footage will cost Logan Coppenger and Lexi Thielbar an additional \$30,000 which is over their budget. Because Royal St. Pat’s subdivision is a Planned Development District (PDD), the Village is able to enforce these requirements to protect value, now that the developer has stepped away from the project. However, Administrator Coenen agreed to allow the 1,500 first floor square footage if the front facing returns are changed to masonry since the home is large and the footage of 2-story homes may have not been taken into consideration when the Changes to Declaration of Conditions, Protective Covenants and Easements for Royal St. Patrick’s Residential Development was passed.

**WALK-INS** – None

**CORRESPONDENCE** –The Village received a thank you from Wrightstown High School S.C.O.R.E.S. Catering for supporting their program and for the monetary donation

### ADMINISTRATOR’S REPORT

- Working with Tiger’s Den, The River Coffee & Cream and Grit & Furrow on property renovations that comply with the Village’s downtown plan
- Working with a developer and an investor on a residential subdivision
- Strategic groups meeting today and tomorrow on Village branding

## COMMITTEE REPORTS

### FINANCE/PERSONNEL - -

- **International Firefighters Appreciation Day & Fire Prevention Week** - Motion made by S Byers with a second made by A Lundt recognizing May 4, 2019 as International Firefighters Appreciation Day and October 6 – 12, 2019 as Fire Prevention Week **Motion carried.**
- **Municipal Clerks Week** – Motion made by S Byers with a second made by D Segerstrom recognizing May 5-11, 2019 as Municipal Clerks Week. **Motion carried.**
- **National Police Week & Peace Officer’s Memorial Day** – Motion made by S Byers with a second made by A Lundt recognizing May 12-18, 2019 as National Police Week and May 15, 2019 as Peace Officer’s Memorial Day. **Motion carried.**
- **National Public Works Week** – Motion made by S Byers with a second made by D Segerstrom recognizing May 19-25, 2019 as National Public Works Week. **Motion carried.**
- **Tweet-Garot Second Developer’s Agreement Amendment** – Motion made by S Byers with a second made by A Lundt to approve the Second Amendment to the Development Agreement, dated April 16, 2019, for Tweet-Garot Mechanical, Inc. **Motion carried.** First payment of \$406,886.34 was to be paid upon completion of the facility and certification of \$6,000,000 value. Tweet-Garot requested this payment and the August 1, 2019 payment prior to receiving the assessed valuation from the State (due in October/November 2019) with the understanding that the final payment, due August 1, 2020, will be held if the \$6,000,000 valuation is not confirmed.
- **Tweet-Garot Mechanical, Inc. Cash Incentive Payment** – Motion made by S Byers with a second made by D Segerstrom to approve the cash incentive payment of \$406,886.34 to Tweet-Garot Mechanical, Inc., per the Second Amendment to the Development Agreement, dated April, 16, 2019. **Motion carried.**
- **2018 (C ) \$437,000 Water Revenue Bank Note** – Motion made by S Byers with a second made by T Schaeuble to approve payment of \$44,630.92, to Greenleaf Wayside Bank, for interest and principal on the Village’s 2018 (C ) \$437,000 Water Revenue Bank Note. **Motion carried.**
- **2018 (D ) \$337,000 Sewer Revenue Bank Note** – Motion made by S Byers with a second made by T Schaeuble to approve payment of \$34,455.88 to Greenleaf Wayside Bank for interest and principal on the Village’s 2018 (D ) \$337,000 Sewer Revenue Bank Note. **Motion carried.**
- **Northeast Asphalt Application for Payment No. 2** – Motion made by S Byers with a second made by D Segerstrom to approve Application for Payment No. 2, to Northeast Asphalt, Inc. for \$17,598.47 for the 2018 Pavement Improvements (LRIP). **Motion carried.**
- **Bond Trust Services Invoice #48910** – Motion made by S Byers with a second made by D Segerstrom to approve Bond Trust Services invoice #48910, for \$323,037.50, for principal and interest payments on the Village’s \$2,990,000 General Obligation Refunding Bonds, Series 2012A. **Motion carried.**

### PARKS, RECREATION & REGIONAL PLANNING - -

- **Contractor Dean Thielbar for 448 Gordon Way** – Motion made by T Schaeuble with a second made by A Lundt to table this item since no action is required. Mr. Thielbar will apply for a building permit with the existing plans (1,500 sq. ft. first floor) but changing the front facing returns from vinyl siding to masonry. Administrator Coenen will expedite approval. **Motion carried.**
- **Bay Area Granite & Marble Sign Permit** – Motion made by T Schaeuble with a second made by S Byers to approve the sign permit application for Bay Area Granite & Marble, 145 Golf Course Dr., and parcel 300010300. **Motion carried.**
- **Doubleuard, LLC (Ambergris Eateris) Combination Class “B”/”Class B” Liquor Retail License** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the application for a Combination Class “B” Beer/”Class B” Liquor Alcohol Beverage Retail License for Doubleuard LLC, d/b/a Ambergris Eateris, Jeffrey V. Ward, owner/agent, 450 High St., Suite 1, Wrightstown, WI.

**Motion carried.**

- **Kayla May Sikora Operator License Application** – Motion made by T Schaeuble with a second made by S Byers to approve the Operator License Application from Kayla May Sikora, 429 Suburban Dr., De Pere, WI 54115, for Royal St. Pat’s Golf Links. **Motion carried.**
- **Village Planning Commission** – Motion made by T Schaeuble with a second made by A Lundt to appoint Bob Fandry and Pat Kiel to the Village Planning Commission, for another three (3) year term. **Motion carried.**
- **CDA** – Motion made by T Schaeuble with a second made by A Lundt to appoint Tom Eggert, CDA Citizen Member, for another four (4) year term. **Motion carried.**
- **Board of Appeals** – Motion made by T Schaeuble with a second made by S Byers to appoint Tim Dole and Bernie Vickman, to the Village Board of Appeals, for another three (3) year term. **Motion carried.**

**PUBLIC SAFETY - -**

**Fire Department** – March was a quiet month.

**Municipal Court** – No questions or comments.

**Police Department** – Society is changing and active shooter situations are becoming more common.

**PUBLIC WORKS & UTILITIES - -**

**Public Works** – Found second leak last week. Pumping 159,000 – 160,000 daily.

**ADJOURN - -** Motion made by S Reignier with a second made by A Lundt to adjourn. (6:46 p.m.) **Motion carried.**

Michelle Seidl

Clerk/Treasurer