

## **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 August 20, 2019** and was called to order at 6:06 p.m. by Village President Dean Erickson.

The Pledge of Allegiance was recited.

Roll Call: Present – Village President Dean J 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); Kayla Guns (Wrightstown Area Spirit); Village Administrator Travis Coenen; Deputy Clerk/Treasurer Shelia Bowers; Superintendent of Public Works Andy Vickman; Police Chief Greg Deike; Resident Tim Dole; Laura Rogers and Jill Trider from Wild Blue; Operator License Applicant Laura Grode; Wrightstown River Inn Owner Adam Gildernick.

**MINUTES** – Motion made by A Lundt with a second made by K Wendlandt to approve the August 06, 2019 Village Board Meeting Minutes. **Motion carried.**

**VOUCHERS** - - Motion made by D Segerstrom with a second made by T Schaeuble to approve the vouchers from August 01 – August 14, 2019, in the amount of \$679,917.03. **Motion carried.**

### **SCHEDULED APPEARANCES –**

- **Wild Blue Technologies Inc.** – Laura Rogers and Jill Trider from Wild Blue Technologies, Inc. presented to the Village Board a handout with 9 Options for Wrightstown Brand Development and 4 Options for Wrightstown Tagline Concepts. After discussion it was decided that T Coenen would create a poll with Doodle to gather Village Board member choices on Brand Development and Tagline Concepts.
- **Charles Schwab** – Patrick Kerrigan and David Dudek from Charles Schwab presented to the Village Board a Pricing Guide for Individual Investors. They talked about the benefits they could offer the Village and that there would be no cost to the Village to have an account with them. They explained that the Village could get a better rate of return by investing with them versus keeping the funds in a Money Market account.
- **Operator License Application Reconsideration** – Laura Grode addressed the Village Board and asked that they reconsider issuing her an operator license for bartending at the River Inn. She said working for River Inn is a part-time job, she works every other weekend and at times fills in during the week. There are times she works alone and she wants to make sure she has an operator’s license and is legal when working.

Adam Gildernick, owner of the Wrightstown River Inn, spoke on behalf of Ms. Grode. He said he wouldn’t employ Laura if he felt she wasn’t responsible. He knows she could work there if she doesn’t have an operator’s license, but there may be times when the bar isn’t busy and he would need to send someone home and if Laura stays he wants her to be legal.

- **Operator License Application Tabled at the August 6, 2019 Village Board Meeting** – Emily R Nelson was not present to address the Village Board.

**WALK-INS** – None

**CORRESPONDENCE** – A Thank you from the family of Al Christensen for the planter sent to the Cotter Funeral Home. D. Erickson added that Al Christensen will be missed in this community.

**ADMINISTRATOR’S REPORT –**

- Working with Ehlers on a five year financial plan which will be updated each year.
- Continuing to work with Developers.
- In the future would like to start an events committee and involve public input.
- Department Heads are working on evaluations for their Staff.
- Would like to present the first round of the Budget at the second meeting in September.

**COMMITTEE REPORTS**

**FINANCE/PERSONNEL - -**

**Bond Trust Services Invoices** - Motion by S Byers with a second by K Wendlandt to approve Ehlers Bond Trust Services Invoice No. 51515, for \$24,061.25 for interest payment on the Village’s \$1,960,000 General Obligation Promissory Note, Series 2018A. TID #3 Payment \$18,565.00. TID #4 Payment \$5,496.25. **Motion carried.**

**2019 Road Maintenance** - 2019 Road Maintenance budget is proposed to be amended due to the deteriorating roads from the 2018/2019 winter season. Per T Coenen Patricia Lane, Prairie Way and Nicole Lane need road work done as soon as possible. The proposal is to add 1” to 1 ½” asphalt to the roadway which is estimated to last approximately 7-10 years. The \$51,474.15 will be transferred from the general fund reserves to the street maintenance line.

**Budget Amendment Resolution No. 08202019** – Motion by S Byers with a second by T Schaeuble to approve the 2019 Road Maintenance Proposal and Budget Amendment Resolution No. 08202019 with Attachment A. Call of Roll. 6 yes votes. **Motion carried.**

**Village of Wrightstown Investment Policy** – T Coenen presented the Investment Policy draft to the Village Board. He stated that protocol and policy is needed on who will manage, authorize and approve investments. This is a policy that the Village needs to put in place to ensure there is safety and fluidity built into the investment process.

**Trustees Orientation Manual** – The Implementation of a trustee’s orientation manual was discussed. The purpose of an orientation manual would be to help explain some of the duties and responsibilities of new Village Board members. Also, it would help identify responsibilities of members in case of another Village emergency.

**PARKS, RECREATION & REGIONAL PLANNING—**

**Village’s Operators License Discussion** – Motion made by T Schaeuble with a second made by S Byers to move the fourth bullet item “Village’s Operator License Application” discussion to the top of the list. **Motion carried.**

**Village’s Operators License Application** – There was discussion on revisions to the Village’s operator license application and determining factors for approving/denying those requests. With the recent amendments to Wisconsin Act 278 it has given more rights to the Licensee that we must consider in the approval process. This section changes the circumstances under which a licensing agency may base its decisions to approve, deny or revoke a license on an individual’s criminal history. The Village will move

forward to establish specific parameters on whether to approve, deny or revoke future Operator License requests and hopefully present them at the next Village Board meeting.

**Reconsideration of Operators License Application** – Motion by T Schaeuble with a second by D Segerstrom to approve the operator license application for Laura L Grode. Call of Roll: Yes votes by A Lundt, T Schaeuble, D Segerstrom, K Wendlandt. No votes by S Byers, D Erickson. **Motion carried.**

**Tabled Operators License Application** – Motion by T Schaeuble with a second by D Segerstrom to approve operator license application from Emily R Nelson. **Motion carried.**

**New Operator License Application** – Motion by T Schaeuble with a second by S Byers to approve the following new operator license applications:

- **KadieAnn Christine VanderGrinten**, 143 Northbreeze Dr., Appleton, WI 54911, for Royal St. Patrick’s Golf Links
  - **Kailey Anne Yaun**, 12 N. Greves Ct., Appleton, WI 54914, for Royal St. Patrick’s Golf Links
- Motion carried.**

**Waupekun Park Neighborhood Party** – Motion by T Schaeuble with a second by D Segerstrom to approve the request from Krista Bosma to host a neighborhood party at Lions Waupekun Park on Saturday, September 14<sup>th</sup> from 12:00 pm – 8:00 pm. **Motion carried.**

**Halloween Trick-or-Treat Hours** – Motion by T Schaeuble with a second by D Segerstrom to approve the 2019 Halloween Trick-or-Treat hours on October 31<sup>st</sup> from 4-7 pm. **Motion carried.**

**D N Developments CSM for Parcel VW-13-5** – Motion by T Schaeuble with a second by K Wendlandt to approve the dividing CSM for D N Developments, parcel VW-13-5 in the Village of Wrightstown. **Motion carried.**

**PUBLIC SAFETY - -**

**Fire Department July 2019 Report** – No questions or comments.

**Municipal Court July 2019 Report** – No questions or comments.

**Police Department July 2019 Reports and Comments –**

- Unison Credit Union is donating \$4,800 to buy defibrillators for all three squad cars. Next Tuesday at 12:30 pm there will be a Press Release at Village Hall regarding the donation.
- On the Lights of Christmas Facebook page there is a video of Officer Heather Martin chasing down a donut truck. Also, next Monday Heather will be at Brown County Sherriff’s department at a Food Truck Rally to raise money for kids in need.
- In October Wrightstown Police Officers will be serving at Culvers in DePere to help raise money.

**PUBLIC WORKS & UTILITIES –**

**Superintendent of Public Works Comments –**

- I’m currently working on the 2020 Budget.
- Clean-up operations are complete from the storm.
- Recycling costs have increased from \$12/ton to \$31/ton.

- We're back to the normal chipping dates and following Village ordinances.
- We are welcoming teachers from the school district tomorrow for a tour of our facility as part of the professional academic and career planning.

**CLOSED SESSION:**

Motion made by A Lundt with a second made by K Wendlandt to proceed into **CLOSED SESSION** pursuant to Wisconsin State Statutes 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. **Economic Development – Land Acquisition, for the Purpose of Redevelopment and Review of Developers Agreements.** Call of Roll. 6 yes votes.

**Motion carried @ 8:04 pm.**

**OPEN SESSION:**

Motion by A Lundt with a second made by K Wendlandt to Reconvene into **OPEN SESSION** to discuss and/or take action on any issues that occurred during the closed session and continue with the Village Board meeting as scheduled. D Segerstrom and S Byers left the meeting prior to the end of Closed Session. **Motion carried unanimously**

**ADJOURN - -** Motion made by K Wendlandt with a second made by A Lundt to adjourn.

**Motion carried.** (Adjourned 9:30 pm)

Shelia Bowers

Deputy Clerk/Treasurer