

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD

The REGULAR MONTHLY MEETING OF THE Village Board, of the Village of Wrightstown, was held at Village Hall, 352 High St., on **Tuesday, November 5, 2019** 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, Trustee Terry Schaeuble, Trustee Dan Segerstrom and Trustee Keith Wendlandt.

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

UTILITY COMMISSION MONTHLY MEETING

Motion made by A Lundt with a second made by K Wendlandt to open the November 2019 Utility Commission Meeting. **Motion carried.**

WATER UTILITY

- Average of 190,000 gallons per day being pumped
- Crews are working on routine hydrant maintenance
- Water loss through third quarter of 2019 at 7%

SEWER UTILITY

- Annual sanitary manhole inspections are being completed
- Great Lakes TV & Seal coming in to do annual lift station cleaning
- \$23,900 in revenues year to date from collection of holding tank waste
- Completing annual maintenance and winterizing of the wastewater treatment plant
- Installation of the new direct drive aeration system at the wastewater treatment plant is scheduled for next month

Motion made by A Lundt with a second made by D Segerstrom to close the November 2019 Utility Commission Meeting. **Motion carried.**

MINUTES – Motion by S Byers with a second by A Lundt to approve the October 15, 2019 Board Meeting Minutes. **Motion carried.**

VOUCHERS - Motion by S Byers with a second made by T Schaeuble to approve the vouchers, from October 10, 2019 – October 30, 2019 totaling \$263,563.83. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK-INS – Rick Savela, 239 Peterlynn, addressed the Village Board and thanked staff for sharing budget documents so he could have a better understanding of the current financial situation. Requested

that special attention be paid to the “grandfather” clause when the NEW lighting ordinance is presented for action in December

CORRESPONDENCE – Thank you received from the Andy & Brittany Vickman family for the gift card given and love and support shown during the birth of daughter Madelyn

ADMINISTRATOR’S REPORT

- Working through the 2020 budget!

CLERK/TREASURER’S REPORT

- Met with Aflac representative on October 17th
- Held a budget review with President Erickson and Trustee Wendlandt on Monday, October 28th
- Joint Review Board meeting for Tax Increment District 3 and Tax Increment District 4 held earlier today
- Don’t forget to RSVP for the Ervin Zittlow 99+ year celebration!

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **2020 Dodge Charger Squad Lease** – Annual cost to lease a new Dodge Charger squad is included in the 2020 budget. However, the deadline to order through Ewald was moved up from January 2020 to October 31st, 2019 due to the huge demand. Request that Village Board okay the preorder which was placed on October 31st, with the option to cancel if tonight’s motion denied. Delivery of car will be in May 2020. Goal is to keep police vehicles on a rotating cycle so there is no longer a need to capital borrow to replace. Motion made by S Byers with a second made by A Lundt to approve the preorder of a 2020 Dodge Charger squad through Ewald Automotive Group. **Motion carried.**
- **WB-15 Commercial Offer to Purchase VW-110-1 & VW-98-2** – \$200,000 offer is for the St. John’s School property on Clay Street. Utilities and retention pond for the Clay St. project will be constructed to the east of the school on this sight. Contract allows St. John’s School to continue operation for up to five (5) years to allow them to purchase land and construct a new building. The Village will be borrowing the \$200,000 cost as General Obligation Corporate Purpose Bonds. Administrator Coenen verified the purchase price with a real estate agent as well as with the local assessor to verify that it is fair. There is the possibility of later selling the school building for renovation into a commercial business or a multifamily housing facility. There is also the ability to divide out a lot that could potentially be sold to recover some of the purchase price. Motion made by S Byers with a second made by T Schaeuble to approve WB-15 Commercial Offer to Purchase Saint John’s Evangelical Lutheran properties at the 260 block of Clay St. and 261 Clay St., parcels VW-110-1 and VW-98-2, in the Village of Wrightstown. Call of roll: 7 yes votes. **Motion carried.**

Motion made by S Byers with a second made by D Segerstrom to move the 2020 General Fund Budget discussion to follow Discussion/Action on Resolution No. 11052019D. **Motion carried.**

Jon Cameron from Ehlers presented the \$2,265,000 General Obligation Corporate Purpose Bonds, Series 2019B Pre-Sale Report. Proposed borrowing finances the purchase of the St. John’s

property, the Bay Area Granite & Marble development incentive and the 2020 capital improvement projects. Borrowing being done now due to the timing of the development incentive payment and to take advantage of current low interest rates. New debt will take the Village to 85% of debt limit with just under \$2,200,000.00 borrowing capacity. Term of bonds is 20 years with principal due starting May 1, 2021. Interest will be due bi-annually starting in May 2020. Bids will be received right after Thanksgiving with the award date scheduled for Tuesday, December 3, 2019. Sale will be presented to the Village Board at the Tuesday, December 3, 2019 meeting and a closing date scheduled for Thursday, December 19th. For 2020, total projected debt service payments that impact the levy, including this new issuance, equal \$587,021.

- **Resolution 11052019 - \$490,000 General Obligation Bonds** – Motion made by S Byers with a second made by T Schaeuble to approve Resolution No. 11052019 authorizing \$490,000 General Obligation Bonds for Community Development Projects in Tax Incremental District No. 3. Call of roll: 7 yes votes. **Motion carried.**
- **Resolution 11052019A - \$1,175,000 General Obligation Bonds** – Motion made by S Byers with a second made by D Segerstrom to approve Resolution No. 11052019A authorizing \$1,175,000 General Obligation Bonds for Sewerage Projects. Call of roll: 7 yes votes. **Motion carried.**
- **Resolution 11052019B - \$205,000 General Obligation Bonds** – Motion made by S Byers with a second made by D Segerstrom to approve Resolution No. 11052019B authorizing \$205,000 General Obligation Bonds for Water System Projects. Call of roll: 7 yes votes. **Motion carried.**
- **Resolution 11052019C - \$395,000 General Obligation Bonds** – Motion made by S Byers with a second made by K Wendlandt to approve Resolution No. 11052019C authorizing \$395,000 General Obligation Bonds for Water System Projects. Call of roll: 7 yes votes. **Motion carried.**
- **Resolution 11052019D – Providing for the Sale of Not to Exceed \$2,265,000 General Obligation Corporate Purpose Bonds, Series 2019B.** Motion made by S Byers with a second made by D Segerstrom to approve Resolution No. 11052019D Providing for the Sale of Not to Exceed \$2,265,000 General Obligation Corporate Purpose Bonds, Series 2019B. Call of roll: 7 yes votes. **Motion carried.**

Motion made by S Byers with a second made by D Segerstrom to resume meeting starting with discussion of 2020 General Fund Budget. Motion carried.

- **2020 General Fund Budget** – Levy impact sheet from 2020 budget workbook shared with the Village Board. Five (5) options outlined:
 1. **\$10,816.45 of expenditures added to the 2019 expenditure number.** The impact to Village residents owning property in Brown County (*for the Village's portion of the tax rate only*) will be a \$0 change. Outagamie County residents would experience a savings of \$0.83/thousand. However, to offset increases in employee benefit costs and debt/lease payments, the budgeted economic development number will need to be reduced. This option does not take advantage of any of the growth experienced in 2018 and could negatively impact annual budgets moving forward.
 2. **\$0.20/thousand increase for Brown County residents, \$0.64/thousand decrease for Outagamie County residents** (*for the Village's portion of the tax rate only*). Due to the positive growth in Brown County, Brown County residents will be responsible for a

larger percentage of the 2019 levy. In 2018, the opposite occurred, and Outagamie residents experienced a tax increase while Brown County resident tax rates decreased. This option takes advantage of a very small portion of the Village's 2018 growth and allows for \$60,928.51 to be put back into economic development.

3. **\$.25/thousand increase for Brown County residents, \$0.59/thousand decrease for Outagamie County residents** (*for the Village's portion of the tax rate only*). This option allows for \$73,428.13 to be put back into economic development
4. **Add \$113,367.70 more to the 2020 expenses than budgeted for in 2019.** Utilizes 100% of allowable levy for the Village to still qualify for a 2021 expenditure restraint payment of approximately \$33,000. Brown County residents will pay an additional \$0.41/thousand while Outagamie County residents will pay \$0.44/thousand less than they did in 2018. Normally, a municipality's goal is to stay within the expenditure restraint limits since the expenditure restraint payment is a reward for conservative budgeting. This is the recommended level by the Village's municipal financial advisor since it takes advantage of more of the new net construction
5. **Add \$777,554.40 more to the 2020 expenses than budgeted for in 2019.** Utilizes 100% of the Village's allowable levy limit and 100% of new growth. This option would reduce the need to borrow for upcoming capital projects. The additional cost to Brown County taxpayers would be \$3.07/thousand while Outagamie County taxpayers would increase by \$2.06/thousand. Since these numbers are not palatable, they are not being considered. However, the \$560,000 of new growth not taken advantage of last year for the same reason, added to the amount not being taken this year, is in excess of \$1,000,000. These funds cannot be recovered moving forward

Outline of Budget Changes by Department:

Village Administrator

- \$2,900 increase in salary
- \$18,000 increase due to addition of a new financial management plan
- Savings of \$10,685.26 now that education reimbursement is paid in full

Municipal Court

- Salary increase due to change in CPI

Clerk/Treasurer

- \$59,000 decrease reflected but this is due to the reduction taken in the economic development line to offset salary and benefit adjustments, an increase in 2020 election costs, increased engineering and infrastructure costs for the Royal St. Pat's Storm Water Project, the added cost of funding the new Bike & Ped plan, increased attorney fees to contest the Town of Wrightstown/Village of Greenleaf incorporation and higher debt service payments

Police Department

- \$71,000 increase due to increase in salary and benefit package to bring staff wage comparable to wages in surrounding municipalities
- \$9,098.85 added for a second squad lease plus equipment
- \$8,861.00 added for new Tough Book computers for squads
- NEW body cams are included in the operational expense increase of \$16,981.03

Fire Department

- 3% stipend increase
- \$2,925 operational expense increase

Ambulance Service

- No increase reflected but a small additional cost may be coming due to the current CPI change

Public Works

- Small increase due to salary and benefit adjustments
- \$20,000 increase in the road repair budget
- \$9,000 added for new tires to the pay loader

Cemetery

- Small increase of \$731.86

Park & Rec

- Budget increased to hire out for event set up

Total increase in 2020 budget expenditures is \$113,367.70 which is within perimeters to qualify for a 2021 expenditure restraint payment.

Levy limit in 2019 was \$2,676,644. 2019 levy was approved at \$537,292 less at \$2,139,352. For 2020, our maximum allowable levy is \$2,260,026. By approving only up to the Village's Expenditure Restraint allowance, \$664,187 is unutilized for a total loss of over \$1,000,000 each year following.

Documentation provided showing that the total mill rate (including all taxing entities) in 2016 was at \$22.22/thousand which is more than the 2020 proposed rate of \$21.10/thousand for Brown County residents. Outagamie County residents 2020 proposed total tax rate is decreased from the rate in 2019.

Direction indicated by majority of the Village Board is to publish and move forward with increasing the levy up to the expenditure restraint limit.

PARKS, RECREATION & REGIONAL PLANNING

- **2020 Waterboard Warriors Park & Boat Launch Use Agreement** – Agreement includes an additional practice date per week on Fridays evenings from 6:00 p.m. – 8:00 p.m. This is a concern since it prohibits access to the river and creates a parking issue. Motion made by T Schaeuble with a second made by A Lundt to approve the 2020 Waterboard Warriors Park & Boat Launch Use Agreement with the removal of Friday evening waterski practice. **Motion carried.**

PUBLIC SAFETY - -

Fire Department Comments – Report from September 2019 included in meeting packet.

Police Department Comments – Coffee with a Cop is next week Thursday. See you all there!

PUBLIC WORKS & UTILITIES

- Application put in to carry over a balance of \$7,387 into 2020 in LRIP funds to be put toward the Clay St. project. This is a savings from the 2019 Wiese/Spicewood rehab
- Mueller Park was closed for the season on Friday, November 1st
- Docks at Mueller Park Boat Landing are scheduled to be removed the week of November 3rd
- Early salt fill was accepted as part of our 2019/2020 road salt agreement
- 2019 Fall Festival was a great success. 300-500 people came through. In 2020, the band may be scheduled to play during the hours that the street market are open since attendance dropped prior to the start of the music. Just under 300 participated in the color run

ADJOURN – Motion made by S Reignier with a second made by S Byers to adjourn. **Motion carried.**
(8:00 p.m.)

Michelle Seidl

Clerk/Treasurer