

## 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 **Wednesday, April 8, 2020** 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 Terry Schaeuble, Trustee Dan Segerstrom and Trustee Keith Wendlandt. Absent - Trustee Scott Reignier

Also present: Brian Roebke (Wrightstown Spirit); Village Administrator Travis Coenen;

### **UTILITY COMMISSION MONTHLY MEETING**

Motion made by A Lundt with a second made by K Wendlandt to open the April 2020 Utility Commission Meeting. **Motion carried.**

- March 2020 Water and Wastewater Utility Reports were presented and reviewed

Motion made by A Lundt with a second made by D Segerstrom to close the April 2020 Utility Commission Meeting. **Motion carried.**

**MINUTES** – Motion by A Lundt with a second by S Byers to approve the March 17, 2020, March 25, 2020 (*Special*) and March 31, 2020 (*Special*) Board Meeting Minutes. **Motion carried.**

**VOUCHERS** - Motion by S Byers with a second made by D Segerstrom to approve the vouchers, from March 12, 2020 through April 1, 2020 totaling \$297,823.59. **Motion carried.**

**SCHEDULED APPEARANCES** – None

**WALK-INS** – None

**CORRESPONDENCE** – Donation of protective supplies basket and thank you, from Dollar General, to Wrightstown Police Department

### **CLERK/TREASURER’S REPORT**

- April 2020 Clerk/Treasurer’s Report was presented and reviewed

### **COMMITTEE REPORTS**

#### **FINANCE/PERSONNEL - -**

- **Ehlers Bond Trust Services Invoice 56215** – Motion made by S Byers with a second made by A Lundt to approve payment on Ehlers Bond Trust Services Invoice 56215, for \$87,252.50, for

principal and interest payments on the Village's \$730,000 General Obligation Refunding Bonds, Series 2013A. **Motion carried.**

- **Ehlers Bond Trust Services Invoice 56216** – Motion made by S Byers with a second made by T Schaeuble to approve payment on Ehlers Bond Trust Services Statement 56216, for \$157,640.00 for principal and interest payments on the Village's \$2,705,000 General Obligation Corporate Purpose Bonds, Series 2017A. **Motion carried.**
- **Ehlers Bond Trust Services Invoice 56217** – Motion made by S Byers with a second made by T Schaeuble to approve payment on Ehlers Bond Trust Services Statement 56217, for \$21,516.46, for interest payments on the Village's \$2,235,000 General Obligation Corporate Purpose Bonds, Series 2019B. **Motion carried.**
- **State of Wisconsin Department of Administration Invoice 17279** – Motion made by S Byers with a second made by T Schaeuble to approve payment on the State of Wisconsin Department of Administration Invoice 17279, for \$77,398.57 in interest and principal payments on the Village's 2013 Water System Revenue Safe Drinking Water Fund Loan and \$270,354.21 in interest and principal payments on the Village's 2009 Waste Water System Revenue Clean Water Fund Loan. **Motion carried.**
- **Certificate and Direction to Associated Trust** - Motion made by S Byers with a second made by T Schaeuble to approve the Certificate and Direction, to Associated Trust, to wire \$358,989.87 from the Associated Bank Escrow Account to the State of Wisconsin Safe Drinking Water Loan Program, for debt service payments on the Village's Water System Revenue Bonds Series 2015. **Motion carried.**
- **E S & S Sales Order Agreement** - Motion made by S Byers with a second made by T Schaeuble to approve the ES&S Sales Order Agreement, for \$7,280.00, for two additional ExpressVote Terminals, with Internal Battery Backup, and soft sided carrying cases. **Motion carried.**
- **Wrightstown Golf Course, LLC, Developer's Agreement** –Terms of this agreement outline a 90% return of tax increment to the developer, through closeout of TID No. 4, on Tax Parcel 300000300, on a PAY-GO basis. Remaining 10% will fund TID projects. Closeout is not to be extended past 2037. Developer agrees to create \$32,000,000 of new assessed value and will install all storm, sanitary and water infrastructure. Motion made by S Byers with a second made by A Lundt to approve the Developer's Agreement with Wrightstown Golf Course, LLC, for Royal St. Pat's Single Family Housing Development Phase III and IV. Call of roll: 6 yes votes. **Motion carried.**
- **Wrightstown Golf Course, LLC, Developer's Agreement** - Terms of this agreement outline a 90% return of tax increment to the developer, through closeout of TID No. 4, on Tax Parcel 300000100, on a PAY-GO basis. Remaining 10% will fund TID projects. Closeout is not to be extended past 2037. Developer agrees to create \$24,000,000 of new assessed value and will install all storm, sanitary and water infrastructure. Motion made by S Byers with a second made by T Schaeuble to approve the Developer's Agreement with Wrightstown Golf Course, LLC, for Royal St. Pat's Multi-Family Housing Development on parcel 300000100 Lot #4 and Commercial Development on Lot #3. Call of roll: 6 yes votes. **Motion carried.**
- **Matriarch Ventures, LLC, Developer's Agreement** – Terms of this agreement outline an 80% return of tax increment, received as a PAY-GO incentive to developer, through TID No. 3 closeout, on tax parcels 300002400 and 300002401. Closeout will not be extended past 2035. Estimated improvement \$17,500,000 of new assessed value. Developer agrees to install all storm, sanitary and water infrastructure. Motion made by S Byers with a second made by T Schaeuble to approve the Developer's Agreement with Matriarch Ventures, LLC, for Royal St. Pat's single Family Housing Development on parcels 300002400 and 300002401 (part of

“Royal St. Pat’s Phase II”). Call of roll: 6 yes votes. **Motion carried.**

- **Municipal Judge Replacement** – Motion made by S Byers with a second made by D Segerstrom to table appointment of the Municipal Judge position until results of the April 7, 2020 election are released. **Motion carried.**

## **PARKS, RECREATION & REGIONAL PLANNING**

- **Alaina J. Schuh - Operator License Application** – Motion made by T Schaeuble with a second made by S Byers to approve the Operator License Application for Alaina J. Schuh, N3850 Sharon Rose Ct., Freedom, WI, 54913, for Royal St. Patrick’s Golf Links. **Motion carried.**
- **Dominic Henry Kratz - Operator License Application** – Motion made by T Schaeuble with a second made by A Lundt to approve the Operator License Application for Dominic Henry Kratz, 119 N. Military Rd, PO Box 68, Stockbridge, WI 53088, for Dollar General. **Motion carried.**
- **Breann R. Hornes - Operator License Application** – Motion made by T Schaeuble with a second made by S Byers to approve the Operator License Application for Breann R. Hornes, 745 Harvest Dr., Brillion, WI 54110, for Royal St. Patrick’s Golf Links. **Motion carried.**
- **Elizabeth M. Thompson - Operator License Application** – Motion made by T Schaeuble with a second made by S Byers to approve the Operator License Application for Elizabeth M. Thompson, W1966 O’Connor Ct., Freedom, WI 54130, for Royal St. Patrick’s Golf Links. **Motion carried.**
- **Joseph W. Moore - Operator License Application** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the Operator License Application for Joseph W. Moore, 217 Cornelius Martin Ct., De Pere, WI 54115, for Dollar General. **Motion carried.**
- **JoAnn L. Maier - Operator License Application** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the Operator License Application for JoAnn L. Maier, W150 Meadow Ridge Trail, Kaukauna, WI 54130, for Dollar General. **Motion carried.**
- **NEW Village Logo** – Committee narrowed down Village logo options to 2. The next step is to present it to the public before colors, fonts etc. are finalized. Because Eagle Graphics provided artwork, we will be using them as our vendor.

## **PUBLIC SAFETY - -**

### **Fire Department Comments**

- COVID-19 related emergency response guidelines have been established in the event that the Village is affected. In the Green Bay-Fox Valley, there is only one fire person that could potentially have the coronavirus and they are currently being tested. Wrightstown Fire Department has all PPE procedures in place with assistance from FEMA and Brown County Emergency Management.
- Wisconsin has a state wide burning ban in place for grass, leaves and brush, to reduce possible COVID-19 exposure to first responders

### **Police Department Comments**

- Michelle Firchow was hired to temporarily help out as Municipal Court Clerk. Michelle currently works part time for the Village of Kimberly and comes highly recommended! New office hours are Wednesdays and Fridays

- April and May court proceedings have been cancelled due to the COVID outbreak
- Position for Police Administrative Assistant/Court Clerk is posted
- Police Department is back to being fully staffed now that one officer is back to work after being quarantined
- Officer Sullivan made an arrest for the break in at Subway on Monday, April 6<sup>th</sup>
- Wrightstown Police Department has received several COVID-19 related donations. Thank you Dollar General, UWGB Police and Kathie Schampers

## **PUBLIC WORKS & UTILITIES**

- Progress on Clay Street is going well
- Staff have been out working valves
- Water loss is down again
- Doors at Village Hall and at the Department of Public Works are locked to reduce exposure to the coronavirus, now that the spring election is done

**ADJOURN** – Motion made by S Byers with a second made by D Segerstrom to adjourn. **Motion carried.** (7:05 p.m.)

Michelle Seidl

Clerk/Treasurer