

VILLAGE OF WRIGHTSTOWN BOARD MEETING MINUTES

The REGULAR MONTHLY MEETING OF THE Village Board of the Village of Wrightstown was held virtually from Village Hall, 352 High St., on **Tuesday, May 19, 2020.**

Meeting was called to order at 6:01 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 Dan Segerstrom, Trustee Terry Schaeuble, Trustee Keith Wendlandt

Also present: Ed Byrne (Brillion News), Brian Roebke (Wrightstown Spirit), Village Administrator Travis Coenen, Clerk/Treasurer Michelle Seidl, Public Works Superintendent Andy Vickman, Police Chief Greg Deike, Fire Chief Mike Schampers

PUBLIC HEARING

A motion was made by A Lundt with a second made by S Byers to open the public hearing, to get input from all persons, and/or their agents, on the proposed NEW Village of Wrightstown logo. Motion carried.

NEW proposed Village logo was presented

First call for public input was made. Comment by Trustee S Byers that she likes the logo but would prefer it without the tag line "It's just right!"

Second call for public input was made. Ed Byrne from the Brillion News stated that he likes the logo. The colors are good, font is bold and stands out.

Third call for public input was made with no response.

Motion made by A Lundt with a second made by S Byers to close the public hearing. Motion carried.

MINUTES – Motion made by S Byers with a second made by T Schaeuble to approve the May 5, 2020 Board Meeting Minutes, as submitted. **Motion carried.**

VOUCHERS – Motion made by S Byers with a second made by D Segerstrom to approve the vouchers, as submitted, totaling \$441,195.19, from April 30, 2020 through May 13, 2020. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS: None

CORRESPONDENCE: None

ADMINISTRATOR'S REPORT:

- Development inquiries continue to come in for Royal St. Pat's subdivision, residential area behind Dollar General and 20 acre parcels on Broadway that are zoned for manufacturing
- Working on reopening strategies, due to COVID-19, to protect our staff and the community
- Planning virtual events. Discussion regarding this will be held later in meeting
- Paperwork filed for Town of Wrightstown/Greenleaf Incorporation. A hearing has been requested to be held sometime in June 2020
- Memorial Day parade has been cancelled based on CDC recommendation
- Working on subdivision checklist for staff to utilize when assisting developers with start up
- Working with Police Department on nuisance violations within the Village
- Department Heads received budget worksheets last week and are beginning to prepare for 2021. Cost of living increase is projected to be between 1-2% and these are the figures that will be used to establish tentative wage/salary numbers
- Information received from the school district indicates that the interest rate for their project borrowing came in lower than the 4% projected. This will lessen the negative impact on the 2020 tax bill

COMMITTEE REPORTS

FINANCE/PERSONNEL

- **2020-2021 Class "B" Beer / "Class B" Liquor License Fees** – Outagamie County Tavern League sent a request asking that Class "B" Beer/"Class B" Liquor licensing fees, for Outagamie County establishments, be reduced to the State minimums to help local bars/restaurants bounce back from reduced sales as a result of the Coronavirus pandemic. In checking with surrounding communities, it was found that those that have agreed to reduce fees are those that normally charge closer to the State maximums, unlike the Village which currently charges only \$100 for the Class "B" Beer license and \$125 for the "Class B" liquor license. Consensus of Board was that fees stay as established since they are already quite low.
- **Proclamations** – Motion made by S Byers with a second made by D Segerstrom to:
 - Establish May 4, 2020 as International Firefighter Appreciation Day, May 17 - May 23, 2020 as EMS Week and October 2020 as Fire Prevention Month
 - Observe May 10 – May 16, 2020, as Police Week and Sunday, May 10, 2020 as Peace Officers' Memorial Day
 - Recognize May 17 – May 23, 2020 as National Public Works Week for the Village of Wrightstown
- **Small Business Relief Grants/Interest Free Loans** – Motion made by S Byers with a second made by T Schaeuble, to have Administrator Coenen establish parameters, to use 2020 budgeted Economic Development funds, to offer interest free loans to non-essential Village businesses that temporarily closed due to the Coronavirus Pandemic. **Motion carried.**
- **2021 Budget Schedule** – Timeline presented

PARKS, RECREATION & REGIONAL PLANNING

- **2019 CMAR Resolution 05192020** – Motion made by T Schaeuble with a second made by K Wendlandt to approve Resolution 05192020 approving the 2019 CMAR (Compliance Maintenance Annual Report). **Motion carried.** Kudos to Superintendent Andy Vickman and his Team on the high marks received! Only deduction received was in regards to selenium levels in our sludge disposal. However, disconnection from the source will improve those scores for 2020! BODs and discharge numbers are within normal parameters.
- **2021 HWY ZZ Upgrades** – There is to be a wharf wall to be built to run from the Village

Municipal Garage past the Wastewater Treatment Plant on Hwy ZZ and then a second section to be installed on Mallard Rd. Railing and stamped concrete on parapet wall is to match the bridge railing and concrete. Cost is approximately \$115,000 and will come out of the 2021 economic development line. There would be no cost to the Village if the decision is made to go with standard railing and concrete as this is a County project. Trustee Dan Segerstrom asked that a cheaper option, with black powder coating, be looked for. Motion made by T Schaeuble with a second made by S Byers to approve the 2021 Hwy ZZ project plan. 6 aye votes, nay by Village President Dean Erickson, as he feels this is not the appropriate time to be spending funds on beautification. **Motion carried.**

- **Operator License Application for Emily A. Biese** – Motion made by T Schaeuble with a second made by A Lundt to approve the operator license application for Emily A. Biese, 200 Claribel St., Kaukauna, WI 54130, for Royal St. Patrick's Golf Links. **Motion carried.**
- **NEW Village of Wrightstown Logo** – Motion made by T Schaeuble with a second made by S Byers to approve the NEW Village of Wrightstown logo. **Motion carried.**
- **Front Yard Events** – Due to the Coronavirus Pandemic and residents desire to stay safe and remain home, Trustee Segerstrom proposed allowing "Front Yard BBQ/Camping for Memorial Day Weekend. Motion made by D Segerstrom with a second made by A Lundt to approve promoting Front Yard Camping within the Village of Wrightstown. **Motion carried.**
- **Village of Wrightstown Exterior Lighting Standards** – Non-conforming definition, requested to be added by Trustee Scott Reignier at the prior meeting, has not yet been added. Once done, Administrator Coenen will present for publication before going to public hearing.

PUBLIC SAFETY

Municipal Court

- No questions or comments

Police Department

- Officers are working with Village residents that have debris and abandon vehicles in their yards, to clear nuisance violations
- Interviews held for the combined position of Court Clerk/Police Admin. Assistant. Offer was extended to current Temporary Court Clerk Michelle Firchow, who accepted, and will be starting with the Village full time, on Monday, June 1st.

Fire Department

- No comments

PUBLIC WORKS & UTILITIES - -

Public Works

- Vacant property owners have all received a copy of the Village's weed ordinance. Notices are being sent for any that need cutting
- 350,000 gallons of sludge hauled out this week so there will be no issue in fall
- Village received notice of \$5,000 recycling grant award this week
- Clay Street project going great and is on schedule. Pond started on old St. John property today. Storm sewer continues east of Sharla toward Patricia Lane and storm sewer installation will start on Highland the first week of June.

ADJOURN - - Motion made by S Reignier with a second made by S Byers to adjourn the meeting at 6:57 p.m. **Motion carried.**

Michelle Seidl

Clerk/Treasurer