

## **VILLAGE OF WRIGHTSTOWN VILLAGE BOARD**

The REGULAR MONTHLY MEETING OF THE Village Board, of the Village of Wrightstown, was held virtually, from Village Hall, 352 High St., on **Tuesday, July 7, 2020** and was called to order at 6:07 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 and Trustee Dan Segerstrom. Absent - Trustee Scott Reignier 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, Sheri Evans from Kayak Wisconsin and residents Bob Fandry, Nathan Helbing and Rick Savela

### **PUBLIC HEARING**

Motion made by S Byers with a second made by T Schaeuble to open the public hearing, for the purpose of hearing from all persons and/or their agents on the NEW Village of Wrightstown Subdivision and Land Development Ordinance – Outdoor Lighting Section. **Motion carried.**

Resident Bob Fandry, 449 Fawnwood Dr., spoke in opposition of the NEW Village of Wrightstown Subdivision and Land Development Ordinance as currently drafted. Wording in regards to residential lighting is vague and indicates that the existing lighting outside many homes may be unacceptable by the new ordinance standards. Because outdoor lighting is his primary way to secure his premise, he would be hesitant scale back what is currently installed. He would like to see Section 6(C)(3) revised to indicate specifically which Village staff member(s) will be designated to deem lighting objectionable. He is also concerned that objectionable lighting must be turned off between 11 p.m. and dusk, which, due to a lack of police presence in the Village during those hours, would result in longer response times if an issue were to arise.

Trustee Sue Byers explained that the broad wording in Section 6(C)(3) was done purposely to not tie responsibility to any one individual/position that could, in years to come, no longer be part of the Village staff. It was also noted that a lighting issue will only be addressed if a complaint is received rather than a Village staff member patrolling and looking for light trespass.

President Dean J. Erickson made the first call for additional public input.

Rick Savela, 239 Peterlynn Dr., noted that many issues caused with newer, brighter LED lighting can be rectified by adjusting angles and using shields. The goal of the ordinance is not to reduce security but to protect the night sky and prevent light trespass from entering homes.

President Dean J. Erickson made the required additional calls for public input with no response.

Motion made by A Lundt with a second made by T Schaeuble to close the public hearing. **Motion carried.**

## UTILITY COMMISSION MONTHLY MEETING

Motion made by A Lundt with a second made by T Schaeuble to open the July 2020 Utility Commission Monthly Meeting. **Motion carried.**

### WATER UTILITY

- Averaged 197,000 gallons purchased daily for the month of June
- 2020 lead and copper sampling dates moved out to September due to COVID-19
- Annual water main flushing is scheduled for August 3<sup>rd</sup> – August 5<sup>th</sup>
- Tower A renovation scheduled for mid-August. It will be down 3-4 weeks while the project completes
- Nitrate, SOC, VOC and IOC RAD testing at both well locations
- Green Bay Water Utility wholesale customer charges are increasing 5.5%, as a result of a recent PSC rate case study. The increase results in an additional \$9,400.00 in costs for the Village. Currently, enough funds are budgeted to cover the higher expense but a small 3% (\$12/yr.) increase to residents will be discussed at the July Public Works & Utilities Committee meeting so future funds are available for needed repairs

### SEWER UTILITY

- Wastewater discharge numbers below our normal average. Phosphorus is at .33 for the first six months of 2020
- Overflow reported on May 28, 2020 after the Village received 2.46” of rain in 2 hours

Motion made by A Lundt with a second made by S Byers to close the June 2020 Utility Commission Monthly Meeting. **Motion carried.**

**MINUTES** – Motion by A Lundt with a second by T Schaeuble to approve the June 16, 2020 and June 24, 2020 Village Board Meeting Minutes. **Motion carried.**

**VOUCHERS** - Motion by S Byers with a second made by T Schaeuble to approve the vouchers, from June 11, 2020 – July 1, 2020, totaling \$141,403.51. **Motion carried.**

**SCHEDULED APPEARANCES** – None

**WALK-INS** – None

**CORRESPONDENCE** – Thank You received from Arlene Adamczak to Andy Vickman and Police Chief Greg Deike for clean-up assistance resulting from a hit and run of her mailbox, mulch pile, and garbage and recycling bins.

### ADMINISTRATOR’S REPORT:

- Working with Municipal Financial Advisor, Jon Cameron, from Ehlers, on borrowing for 2021-2023 Financial Management Plan projects to take advantage of the current low interest rates
- Event schedule for the remainder of 2020 reviewed. However, changes may be required as state mandates change due to COVID-19 restrictions

- Signage is being created, utilizing the new Village logo, for execution in 2021
- Incorporation hearing for the new Village of Greenleaf is scheduled for Tuesday, July 14<sup>th</sup> from 4:00 - 6:00 p.m. at the Town of Wrightstown Town Hall
- Working on cleaning up Village Municipal Code and Subdivision Checklists
- Continuing to work with Department Heads on the 2021 budget

## **CLERK/TREASURER'S REPORT**

- NEW 2020 Assessments presented to include manufacturing numbers. Total Brown County assessments increased by \$7,732,700. Total Outagamie County assessments increased by \$5,126,600
- Village was awarded \$2,355.80 from the 2020 Wisconsin Election Commission CARES Subgrant. Funds were disbursed on Wednesday, July 24, 2020 and were applied toward the prior purchase of ballots, printing, postage, cleaning supplies and protective equipment. Still working on the grant application through FEMA
- Mailing of absentee ballots for the August 11<sup>th</sup> Partisan Primary is underway. Currently, 562 have been sent
- Earlier this evening, the Board of Appeals approved a request by Russell Otten, 1116 Main St., to pull a 12' x 16' storage building onto his property, to house garden equipment. It was recommended by planner, Benjamin LaCount, that the Village Board consider adding language to the current Municipal Code, to allow property owners in the older Village subdivisions, to have two accessory buildings, since a primary detached garage is considered the first accessory structure. These land parcels are large and a second structure may not exceed the 30% greenspace regulation. Benjamin will provide wording for Board consideration
- Final payment to Tweet-Garot Mechanical Inc., per their development agreement, is due on August 1, 2020. Payment approval will be requested at the July 21<sup>st</sup> board meeting

## **COMMITTEE REPORTS**

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

- **Employee Personnel Manual** – Motion made by S Byers with a second made by T Schaeuble to approve the Employee Personnel Manual revision dated 6/30/2020, regarding Workers Comp. **Motion carried.**
- **River District Redevelopment Loan** – Motion made by S Byers with a second made by T Schaeuble to approve the River District Redevelopment Loan for Horkman Restaurants, LLC (Fox's Pizza Den). **Motion carried.** This is a \$100,000 0% interest loan, to be paid back in 10 years
- **Highway Landscapers Application for Final Payment.** Motion made by S Byers with a second made by T Schaeuble to approve Highway Landscapers, Inc., payment request #4 - FINAL, for \$9,725.38 for the 2018 Fox River Stabilization project. **Motion carried.**
- **Dorner, Inc. Request for Payment #3** – Motion made by S. Byers with a second made by T Schaeuble to approve Dorner, Inc.'s Request for Payment #3, for \$486,459.96, for the 2019 Utility & Clay Street Reconstruction project. **Motion carried.** Project is on schedule and on budget. Additional curbing was added to plan to resolve a water seepage issue but \$70,000 found savings, on Highland and Clay streets, covered the change order

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

- **NEW Subdivision and Land Development Ordinance Outdoor Lighting Section** – Motion made by T Schaeuble with a second made by S Byers to approve the NEW Subdivision and Land Development Ordinance Outdoor Lighting Section with the revision to Section 6(C)(3) “Illumination for signs, billboards, building facades and/or surrounding landscapes for decorative, advertising or aesthetic purposes, deemed objectionable or a nuisance by designated Village staff.....Call of roll: 5 yes votes. **Motion carried.**
- **Resident Pat Garvey Request** – Resident Pat Garvey contacted Trustee Dan Segerstrom and asked that the Village Board look into the possibility of offering fall curbside leaf pickup. This item is on the agenda for the July 21, 2020 Public Works & Utility Meeting and a recommendation will be brought back to the Board to take action. This service was never offered because the cost of staff and equipment made it prohibitive
- **RENEWAL Operator License – Kathy Mae Schmidt** – Motion made by T Schaeuble with a second made by S Byers to approve the renewal operator license application by Kathy Mae Schmidt, 2973 Country View Circle, De Pere, WI 54115, for Lucky’s Pub & Grill. **Motion carried.**
- **Uniform Board Launch Fee Increase** – Motion made by T Schaeuble with a second made by S Byers to approve the Brown County Uniform Boat Launch Fee Increase Proposal. **Motion carried.** The Village will get a percentage of the overall fees collected annually to help maintain the boat launch and parking areas
- **Concrete Sealers Proposal for Parcel VW-188-2** – Motion by T Schaeuble with a second made by S Byers to table this item until Tuesday, July 21<sup>st</sup> to allow for completion of the draft proposal. Concrete Sealers intention is to build a warehouse facility on the current vacant lot. **Motion carried.**
- **Kayak Wisconsin Rental Proposal** - Sheri Evans from Kayak Wisconsin was on-site to present a proposal to partner with the Village of Wrightstown to offer self-serve kayak rentals down by the boat launch, starting in 2021. 18 kayaks will be in constant rotation. Visitors/residents will be directed to go to Kayak Wisconsin’s website to choose a kayak type (*tandem, fishing, single*) and to reserve. Annually, the fleet will be modified based on the history rental from the prior service year. For safety, kayaks will be rented in pairs of two. First contract term will be 2 years with 1 year renewals following. One time cost to the Village is \$36,500 with no renewal charge. The 2 hour rental cost, for two kayaks, will be \$30.00 (*or \$25.00 for one tandem kayak*), which Kayak Wisconsin will keep. Life jackets will be available for an additional \$5 fee. Motion made by T Schaeuble with a second made by A Lundt to continue moving forward with Kayak Wisconsin, to negotiate an agreement, with final proposal to come back to the Village Board. **Motion carried**
- **Mueller Park Updates** – a little over \$300,000 in grant awards, to be used toward the Mueller Park upgrades, have been approved. Construction will begin late summer, early fall to be completed prior to the summer 2021 season. Village’s cost share to be paid with proceeds from the next borrowing. Trying to get free large stone, available from the de commission of the Kewaunee nuclear power plant, to save costs on terracing and shoreline repairs
- **Steak Dinner Properties, LLC (Custom Offsets) Development Agreement** – Motion made by T Schaeuble with a second made by A Lundt to approve the Development Agreement with Steak Dinner Properties, LLC (Custom Offsets). Incentive to Steak Dinner Properties, LLC, is not to exceed \$2,400,000. 15% of increment generated on future development, over and above the current 340,000 sq. ft. project scope, to be awarded as well. Call of roll: 5 yes votes. **Motion carried.**

## **PUBLIC SAFETY - -**

### **Fire Department Comments**

- Slowly working back toward normal
- Wisconsin Fire Journal printed a full page article about the salute to Gene Vande Hey, by the Wrightstown Fire Department, in April 2020

### **Police Department Comments**

- Coffee with a Cop resumed in July. Topics focused on “Use of Force” in the State/Village of Wrightstown, defunding police departments and cutting police protections. It was very well attended

## **PUBLIC WORKS & UTILITIES**

- Replacing damaged slide at Waupekun Park
- Van Dyke Park baseball field improvements completed in June and is being used daily
- Mueller Park bathrooms are now open and fully operational and are being cleaned daily. Social distancing signs are in place here as in all Village Parks
- Public Works Committee meeting is scheduled for July 21<sup>st</sup> at 5:00 p.m. On the agenda:
  - Possible Water Rate Increase
  - Curbside Leaf Collection
  - Review of Road Maintenance Projects Scheduled
- Clay Street project on schedule. Curb being poured this week with landscaping behind curb to be done next week. MCC returns the week of July 20<sup>th</sup> to complete the final grade and to pave

**ADJOURN** – Motion made by A Lundt with a second made by S Byers to adjourn. **Motion carried.**  
(7:29 p.m.)

Michelle Seidl

Clerk/Treasurer