

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD

The REGULAR MONTHLY MEETING OF THE Board of Trustees, of the Village of Wrightstown, was held at Village Hall, 352 High St., Wrightstown, WI, 54180, on **Tuesday, September 1, 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 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

PUBLIC HEARING

Motion made by A Lundt with a second made by K Wendlandt to open the public hearing, for the purpose of hearing from all persons and/or their agents on:

Amendment to Chapter 28 Fire Department §28-5 Organization B. Application for Membership in regards to required drug testing. Motion carried.

Three calls for public input were made with no response

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

UTILITY COMMISSION MONTHLY MEETING

Motion made by S Byers with a second made by T Schaeuble to open the September 2020 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Average of 234,423 gallons pumped daily in August. This increase is due to annual water main flushing, tower renovation and lawn watering
- Annual water main flushing done August 3rd-4th. Very little turbidity was found
- Tower A was drained on August 7th for interior renovation with little to no sediment
- Working on the 2021 water budget
- Negotiating expiring tower contract. Because of reduced sediment amount, we are able to clean less often, saving the Village approximately \$50,000 annually

SEWER UTILITY

- Wastewater volume coming into the plant is down due to dry conditions. Daily average is 194,100 gallons
- Village's WPDES permit expires on December 31, 2021. Process to renew has begun

- We are now required to test for E-coli in addition to fecal coliform after disinfection during navigable water season (May-Oct)
- Working on 2021 sewer budget
- Preventative maintenance completed on all backup power generators at treatment plant and wells
- Working with the State Lab of Hygiene on COVID-19 testing of our influent water. If the Village is a chosen testing site for the NEW program, notice of spiking infection rates would be available to the community 7-10 days before symptoms appear

Motion made by K Wendlandt with a second made by D Segerstrom to close the August 2020 Utility Commission Monthly Meeting. **Motion carried.**

MINUTES – Motion made by A Lundt with a second by D Segerstrom to approve the August 18, 2020 Village Board Meeting Minutes. **Motion carried.**

VOUCHERS - Motion by S Byers with a second made by T Schaeuble to approve the vouchers, from August 13, 2020 – August 26, 2020, totaling \$298,877.84. **Motion carried.**

SCHEDULED APPEARANCES – None

WALK-INS – None

CORRESPONDENCE – None

ADMINISTRATOR’S REPORT:

- Working with Department Heads on individual 2021 budgets and capital borrowing
- Department Head meeting scheduled for Friday, September 4th
- Future events:
 - Bingo Bash – Tuesday, October 13th
 - Halloween Bash – Saturday, October 31st 4:00 p.m. – 8:00 p.m. at scenic overlook, in place of Fall Festival, which has been cancelled
 - Trick-or-Treat 4:00 p.m. – 7:00 p.m. on Saturday, October 31st
(Social distancing guidelines will be enforced for all events)
- Creative and Eagle Graphics have submitted design concepts for way finding and highway signage that will be presented at the next board meeting. Letterhead, taglines and clothing are now being updated with the new Village logo
- Incorporation Review Board, for the Town of Wrightstown/Village of Greenleaf, is scheduled to meet virtually, on Tuesday, September 22nd at 3 p.m. Final determination is scheduled for October
- Working with multiple developers on new residential and industrial projects
- Working on a potential preliminary rail design for Cty U corridor
- Looking to kick off Mueller Park Improvement and Waupekun Park Shelter projects
- Approximately 70 people attended Movie in the Park on Saturday, August 29th
- Working on updating and enforcing code in regards to nuisance complaints and zoning. Lighting in the parking lot of Royal St. Pat’s Golf Club has been adjusted to angle away from residential homes and junk and excess weeds have been removed from a residential property

CLERK/TREASURER’S REPORT

- 2020 Preliminary population estimates received on Monday, August 10th from the Wisconsin Department of Administration
 - Brown County 2,853 (2,753 in 2019)
 - Outagamie County 233 (222 in 2019)
- Second “Routes to Recovery Grant” submission sent to Department of Administration today. Village is expected to get approximately \$7,600 reimbursed for expenses relating to election administration and social distancing requirements. This is over and above the \$2,355.80 received from the WEC CARES Subgrant
- Early voting hours for the Village of Wrightstown, for the November 3, 2020 General Election are as follows:

▪ Tuesday, October 20	12:00 p.m. – 6:00 p.m.
▪ Wednesday, October 21	12:00 p.m. – 4:00 p.m.
▪ Thursday, October 22	12:00 p.m. – 4:00 p.m.
▪ Friday, October 23	8:00 a.m. – 11:00 a.m.
▪ Monday, October 26	12:00 p.m. – 4:00 p.m.
▪ Tuesday, October 27	12:00 p.m. – 6:00 p.m.
▪ Wednesday, October 28	12:00 p.m. – 4:00 p.m.
▪ Thursday, October 29	12:00 p.m. – 4:00 p.m.
▪ Friday, October 30	8:00 a.m. – 11:00 a.m.

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Ehlers Bond Trust Services Statement No. 59346** – Motion made by S Byers with a second made by T Schaeuble to approve Ehlers Bond Trust Services Statement No. 59346, for \$22,180.00, for the Village’s \$1,960,000.00 General Obligation Promissory Notes, Series 2018A. Call of roll: 7 yes votes. **Motion carried.**
- **Ehlers Bond Trust Services Statement No. 59347** – Motion made by S Byers with a second made by T Schaeuble to approve Ehlers Bond Trust Services Statement No. 59347, for \$17,182.50, for the Village’s \$1,145,000.00 General Obligation Corporate Purpose Bonds, Series 2019A. Call of roll: 7 yes votes. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING

- **Robert & Sharie Demro Dividing CSM Application** – Motion made by T Schaeuble with a second made by S Byers to approve the dividing CSM for Robert & Sharie Demro, 551 Fair St., Parcel VW-448, Village of Wrightstown. Variance was granted by the Board of Appeals due to a 7.9’ side yard when an 8’ is required on a 0’ lot line property. **Motion carried.**
- **Ordinance Amendment 09012020 Chapter 28 Fire Department** – Motion made by T Schaeuble with a second made by K Wendlandt to approve Ordinance Amendment 09012020, amending Chapter 28 Fire Department §28-5 Organization B. Application for Membership of the Village of Wrightstown Municipal Code. **Motion carried.**
- **Operator License Applications**
 - Motion made by T Schaeuble with a second made by S Byers to approve the NEW Operator License Application for Ximena Campos Perez, 6693 State Highway 57, Greenleaf, WI 54126, for Dollar General. **Motion carried.**

- Motion made by T Schaeuble with a second made by D Segerstrom to approve the NEW Operator License Application for Kimberly A. Colwell, 4859 Hwy 57, De Pere, WI 54115, for Wrightstop BP. **Motion carried.**

- **Mueller Park Upgrades** – Project is out for bid. Upgrades include:
 - Addition of ADA compliant fishing pier & dock by Plum Creek
 - Addition of ADA compliant kayak launch
 - Addition of car, boat & trailer parking stalls
 - Extension of the boardwalk
 - Amphitheater seating along the hillside
 - Erosion protection with addition of a retaining wall

The Village has been approved for approximately \$280,000 in grant money but the project may need to be scaled back if we don't wish to cover the remaining \$120,000 in project costs by borrowing, spending budgeted economic development funds or if additional grant funds are not awarded

Bids are due back in two weeks

- **Waupekun Park Shelter Project** – Received a \$40,000 donation from Wrightstown Lions in July 2019 to be used toward construction of a pavilion in Waupekun Park. In January 2020, Alliance Construction drew project plans to include a 20' x 40' pavilion shelter with bathrooms. Concerns have been expressed by neighbors about possible loitering outside of park hours. Entrance to bathrooms could be repositioned to allow more visibility, be locked at night and additional lighting added for extra security.

Bids were opened for the project on Friday, August 28th with the winning bid of \$94,362.00 coming from Alliance Construction. MJI Construction, out of Kaukauna, bid \$110,580.00 and Cardinal Construction, out of Fond du Lac, bid \$225,737.00. Budgeted economic development funds will cover expenses over and above the Lions donation

Motion made by T Schaeuble with a second made by S Byers to accept the bid of \$94,362.00 from Alliance Construction, for work on the Waupekun Park Shelter project, to not exceed \$55,000 to be taken from the economic development fund. **Motion carried.**

- **Global Concrete Developers Agreement** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the Global Concrete Developers Agreement. Global Concrete built a new operations center behind Bellin Clinic. Original discussions for development incentive outlined a “Pay-Go” arrangement based a return percentage of the new increment created. However, they now have the opportunity to lease a 17,000 sq. ft. building to a distribution company on the same site and are requesting \$200,000 upfront to help fund the new construction. Because of the Village’s tight cash flow, the \$200,000 would need to be borrowed rather than taking it from cash reserves. Call of roll: 7 no votes. **Motion denied.**
- **2020 Trick-or-Treat Hours** – Motion made by T Schaeuble with a second made by D Segerstrom to set the 2020 Trick or-Treat hours for Saturday, October 31st from 4:00 p.m. – 7:00 p.m. **Motion carried.**

PUBLIC SAFETY - -

Fire Department Comments

- Open house will be a “drive up” event this year due to COVID-19
- Notification received from ISO that they will be conducting an audit of the Fire Department in September
- New Fire Cadet coming on board with the Village

Police Department Comments

- Coffee with a Cop this Thursday at 9:00 a.m. Topic will be TRAFFIC SAFETY

PUBLIC WORKS & UTILITIES

- Currently working with Brown County on solid waste treatment contract beginning in 2021. Projecting an \$8/ton increase over the first 10 years of the contact with \$5 of that increase occurring by year 2. Current rate is \$43.61/ton. Next year’s rate to be \$43.84.

ADJOURN – Motion made by A Lundt with a second made by K Wendlandt to adjourn. **Motion carried.** (7:05 p.m.)

Michelle Seidl

Clerk/Treasurer