

## **VILLAGE OF WRIGHTSTOWN BOARD MEETING MINUTES**

The REGULAR MONTHLY MEETING OF THE Village Board of the Village of Wrightstown was held at Wrightstown Village Hall, 352 High St., Wrightstown, WI, on **Tuesday, September 15, 2020.**

Meeting was called to order at 6:00 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 Terry Schaeuble and Trustee Keith Wendlandt. Absent - Trustee Dan Segerstrom

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, Wastewater Operator John Kleuskens

### **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 the amendment to Chapter 155 Sewer Utility §155-46 Residency Equivalency Charges, in relation to residency equivalency charges for warehousing facilities. **Motion carried.**

Chapter 155 Sewer Utility §155-46 Residency Equivalency Charges currently indicates 1 Residential Equivalency Charge for warehouses with up to 10 employees and 2 Residential Equivalency Charges for warehouses with over 10 employees. This amendment changes the Residential Equivalency Charge to be 1 charge per each 10 employees, like manufacturing and industrial facilities.

Three calls for public input were made with no response.

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

**MINUTES** – Motion made by A Lundt with a second made by S Byers to approve the September 1, 2020 Board Meeting minutes, as submitted. **Motion carried.**

**VOUCHERS** – Motion made by S Byers with a second made by T Schaeuble to approve the vouchers, as submitted, totaling \$168,764.48, from August 27, 2020 through September 9, 2020. **Motion carried.**

**SCHEDULED APPEARANCES:** None

**WALK INS:** Wastewater Operator John Kleuskens thanked the Board for the opportunity to work for the Village of Wrightstown. John was a true asset to the Department of Public Works and provided many unique skills. He will be greatly missed. Good luck in all of your future endeavors!

**CORRESPONDENCE:** Thank you received from Cathy Spears, St. Jude Children’s Research Hospital Benefit Organization, for the support and encouragement during their “Kickin’ It with the Cows” event

## **ADMINISTRATOR'S REPORT:**

- Department Heads are working hard on their budgets. First presentation to the Board should be in October. 2021 State Aid estimates and health insurance rates have been published
- Department Heads are completing employee evaluations
- Date of Bingo Bash has been changed from October 13<sup>th</sup> to November 10<sup>th</sup> due to COVID-19. We may need to reduce the number of people allowed to attend to accommodate the 6' social distancing requirement
- Trick-or-Treating is scheduled for Saturday, October 31<sup>st</sup> from 4:00 p.m. – 7:00 p.m. Necessary safety precautions, due to COVID-19, will be at parent's discretion. A band will be performing from 4:00 p.m. – 8:00 p.m. at the downtown scenic overlook
- New Village signage will be presented later this evening
- Incorporation Review Board will be holding another virtual meeting on Tuesday, September 22<sup>nd</sup> at 3:00 p.m. Final determination will be in October
- Multiple developers are in contact with the Village. More land than is available, is being requested
- Capital borrowing meeting with Jon Cameron from Ehlers is scheduled for Wednesday, September 23<sup>rd</sup> at 10:00 a.m. We need to determine if it is a good time to consolidate several years of borrowing due to low interest rates
- Work on the Mueller Park and Waupekun Park Shelter projects are expected to begin in October. Mueller Park project bids are due at the end of this month. Preconstruction conference, with Alliance, for Waupekun Park Shelter project is scheduled for later this week. The construction contract will be signed during this meeting
- Staff CPR Training is scheduled for Tuesday, September 22<sup>nd</sup> at 11:00 a.m.
- Staff Appreciation Luncheon and 2021 Budget Update is scheduled for October 28<sup>th</sup> at 11:30 a.m.

## **COMMITTEE REPORTS**

### **FINANCE/PERSONNEL**

- **Application for Certificate and Payment No. 5** – Motion made by S Byers with a second made by T Schaeuble to approve the Application for Certificate and Payment, from Dorner, Inc., for \$244,834.20, for the 2019 Utility & Street Reconstruction Project. Call of roll: 6 yes votes. **Motion carried.** This should be the last payment other than the retainage adjustment. The project came in under budget by \$70,000 - \$100,000
- **John Kleuskens, Wastewater Operator, Two Week Notice** - Motion made by K Wendlandt with a second made by S Reignier to accept the resignation from John Kleuskens, Wastewater Operator. His final day with the Village of Wrightstown will be on Friday, September 25<sup>th</sup>. **Motion carried.**
- **Staff Luncheon & 2021 Budget Update Meeting** – Scheduled for Wednesday, October 28, 2020 at 11:30 a.m.

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

- **Ordinance Amendment 09152020** – Motion made by T Schaeuble with a second made by K Wendlandt to approve Ordinance Amendment 09152020, amending Chapter 155 Sewer Utility §155-46 Residency Equivalency Charges, in relation to residency equivalency charges for warehousing facilities. **Motion carried.**
- **Operator License Application** – Motion made by T Schaeuble with a second made by S Byers

to approve the NEW Operator License Application for Amber Lee Gonnering, 233 Theunis Dr., Wrightstown, WI 54180, for Royal St. Pat's Golf Course. **Motion carried.**

- **Global Concrete Developers Agreement** –Motion made by T Schaeuble with a second made by K Wendlandt to approve the Developers Agreement for Global Concrete. The Development Agreement presented is the same document presented at the September 1, 2020 board meeting. There was question if the \$200,000 payment to be made by the Village to Global Concrete in January 2021 was a part of the 20% of increment incentive payment or if it was over and above. Per the agreement, the Developer is to receive \$200,000 in January of 2021 with another \$9,600 received annually through 2035. This totals \$344,000 which is 20% of the estimated new increment of \$1,720,000. Call of roll: 6 no votes. **Motion failed.**
- **NEW Village Signage** – Drawings of NEW Village signage, from Eagle Graphics and Creative Sign, were presented
- **Royal St. Patrick's Storm Water Pond Easements and Operation Maintenance Plan** – Motion made by T Schaeuble with a second made by A Lundt to approve the updated Storm Water Pond Easements and the Operation Maintenance Plan for Royal St. Patrick's. Ponds used for storm water collection for Royal St. Patrick's subdivision are situated on Page Golf Properties, LLC (Royal St. Pat's Golf Links) land. Currently, Royal St. Pat's Golf maintains the property around the ponds but the Village requires access to maintain the underground piping. Operation Maintenance Plan spells out who is responsible for what moving forward. Correction on Easement will need to be made on page 1 to change "Brown County" to "Outagamie" County. **Motion carried.**

## **PUBLIC SAFETY**

### **Fire Department**

- Fire Department Open House is scheduled for Sunday, September 27<sup>th</sup> from 11:00 a.m. – 1:30 p.m. and will be a "Drive Through" event

### **Police Department**

- Helped out with "Kickin' It" and Roaring 20's events
- Will be hosting a Public Safety Committee Meeting in the next few weeks

## **PUBLIC WORKS & UTILITIES - -**

### **Public Works**

- Budget review meeting scheduled for Tuesday, September 29<sup>th</sup> at 6:00 p.m. for the 2021 Public Works General Fund, Water Utility and Sewer Utility budgets
- Brent Bouchonville will be taking over full wastewater operator duties until John's position can be filled. Employment opportunity should be posted by the end of the week

**CLOSED SESSION** – Motion made by K Wendlandt with a second made by S Byers to proceed into closed session per Wisconsin State Statute 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for Economic Development Negotiations. Call of roll: 6 yes votes. **Motion carried.**

**OPEN SESSION** – Motion made by S Byers with a second made by T Schaeuble to reconvene into open session. Call of roll: 6 yes votes. **Motion carried.**

**ACTION TAKEN AS A RESULT OF CLOSED SESSION** - None

**ADJOURN** - - Motion made by S Reignier with a second made by K Wendlandt to adjourn the meeting. **Motion carried.**

Michelle Seidl

Clerk/Treasurer