

## **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, November 17, 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, 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, Public Works Superintendent Andy Vickman, Police Chief Greg Deike, Fire Chief Mike Schampers, Fire Inspector Nathan Helbing and resident Nancy Demske

### **PUBLIC HEARING**

Motion made by K Wendlandt with a second made by A Lundt to open the Public Hearing, for the purpose of hearing from all persons and/or their agents, on the Amendment to Chapter 206 Zoning §206-18 Accessory Buildings (C) Setback, area and height regulations (1) and (D) Number of accessory buildings per lot. **Motion carried.**

3 calls for public input were made with no response

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

**MINUTES** – Motion made by S Byers with a second made by T Schaeuble to approve the November 4, 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 \$115,906.83, from October 29, 2020 through November 11, 2020. **Motion carried.**

**SCHEDULED APPEARANCES:** None

**WALK INS:** None

**CORRESPONDENCE:** None

### **ADMINISTRATOR’S REPORT:**

- Keeping busy with budget and new development
- Moving forward with Christmas Parade/Tree Lighting on Saturday, December 5 with social distancing guidelines in place. There will be no “Cookies with Santa” following due to COVID-19
- 2020 Village Christmas Tree, for the scenic overlook, was again donated by Don and Carol Treptow

## COMMITTEE REPORTS

### FINANCE/PERSONNEL

- **Town of Kaukauna Intergovernmental Agreement** – Motion made by S Byers with a second made by T Schaeuble to approve the Certificate and Direction, dated November 18, 2020, to disburse \$350,710 on Monday, November 30, 2020, from the Village’s Associated Bank Escrow Account, to the Town of Kaukauna, for payments required under Section IV of the Intergovernmental Agreement between the Village of Wrightstown and the Town of Kaukauna Withdrawing Restriction on Annexation, dated December 12, 2013. **Motion carried.** This is a 25 year contract
- **2019 Isuzu NPR Lease** – Motion made by S Byers with a second made by K Wendlandt to approve a 5 Year Municipal Lease, through NCL Government Capital, for a NEW 2019 Isuzu NPR with a Dump Body and Tarp, for \$47,915.00, with \$1.00 Purchase Option. **Motion carried.** This is the last year that Isuzu is making a wheel base that is compatible with the Village’s chipper and only one of these vehicles remains unsold in the country. It will be shipping from New York. Payments will be split between General, Water and Sewer Funds. 1999 Isuzu will be sold at auction in the coming weeks
- **Demske Properties, LLC Purchase Agreement** - Motion made by S Byers with a second made by A Lundt to approve a purchase agreement with Demske Properties, LLC, for \$80,000, for Village of Wrightstown Parcels VW-1-1 and VW-154. Call of roll: 7 yes votes. **Motion carried.** 13 acres running along Plum Creek, under the bridge and up to the Zirbel Sledding Hill. Land be used in the future as a nature preserve/trail. Payments to be made over a period of 8 years, at \$10,000 per year, with funds coming from the economic development budget line. Signage will dedicate this preserve to the Demske family
- **Promissory Note/Mortgage Loan to Kayak Wisconsin, LLC** - Motion made by S Byers with a second made by T Schaeuble to approve the issuance of a Promissory Note/Mortgage Loan, for \$36,000, to Kayak Wisconsin, LLC. Call of roll: 7 yes votes. **Motion carried.** Contract is for a 5 year, interest free loan to Kayak Wisconsin LLC. Agreement includes FREE community days for promotional rentals and discounts for the school district. Required updates to paperwork include a change in collateral address, listing Sheri Evans as the sole mortgagor and 0% interest. Cedar stands have been installed in Mueller Park and kayaks and locks have been ordered in anticipation of this new amenity. Rental schedule ap will be available in the next few months. There will be no cost to the Village/taxpayers and all maintenance will be managed by Kayak, Wisconsin LLC. Loan funds to be taken from the economic development budget line
- **2021 Borrowing** – 2021 Capital Improvement Plan includes the Washington St./Cty Hwy ZZ, Rosin Rd, Mueller Park and Royal St. Pat’s Regional Pond projects and replacement of the Fire Department SCBA equipment. Cost estimate totals \$4,275,000. Financing this full amount in 2021, would put the Village over its borrowing limit. Unfortunately, due to erosion and drainage issues, the Royal St. Pat’s Regional Pond Project is urgent. Municipal Advisor Jon Cameron from Ehlers is recommending that some of the projects for 2021 be moved to 2022 and the regional pond project be completed in phases over the course of several years. SCBA equipment certification expires at the end of 2021

- **2020 Christmas Gift Certificate List** - Motion made by S Byers with a second made by A Lundt to approve the 2020 Christmas Gift Certificate List with the addition of Roger & Deb Tews for the donation of electricity for the downtown Christmas tree and the removal of Roger Feldkamp as no hauling was done for the Village in 2020. **Motion carried.**

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

- **Ordinance Amendment 11172020** – Motion made by T Schaeuble with a second made by K Wendlandt to approve Ordinance Amendment 11172020, amending Chapter 206 Zoning, §206-18 Accessory Buildings (C) Setback, area and height regulations (1) and (D) Number of Accessory buildings per lot. 6 yay votes, 1 nay from Trustee Byers. **Motion carried.**
- **Steak Dinner Properties, LLC Sign Review** – Motion made by T Schaeuble with a second made by S Byers to approve requested signage, for Steak Dinner Properties, LLC, 401 Cty Rd U, Parcel 300010400, Village of Wrightstown. **Motion carried.**
- **Doug & Lisa Zahorik Combining CSM** – Motion made by T Schaeuble with a second made by K Wendlandt to approve the combining CSM for Doug & Lisa Zahorik, 441 Fawnwood Ct & 445 Fawnwood Dr., parcels VW-538 & VW-431, Village of Wrightstown. Purpose of combining lots was discussed. Zahorik’s intent is to eventually construct a detached garage. However, Whispering Woods subdivision covenants only allow one accessory structure up to 144 sq. ft. and a small building already exists. Village Municipal Code allows only one accessory building up to 1,000 sq. ft. The immediate request being presented before the Board of Trustees is only to combine lots. Compliance with Village Code, in regards to the number of accessory buildings on the property, will be addressed when and if a building permit is requested at a later date. 6 yay votes, 1 nay from Trustee Byers. **Motion carried.**
- **Renaming CTY U (Hwy 41 to Hwy 96)** - Request by SD Wheel that Cty U be renamed so the new address better represents their business and appears less rural. The only requirements to making a change are that the Village stay consistent with the current numbering system and that the new name not duplicate any within the county. It has also been suggested that the pronunciation and spelling be easy, and to try, if possible, to keep the name to one word. SD Wheel suggested Enthusiast Way. Feedback from the Board of Trustees is to relate the name more to the Village. Existing residents on Cty U will have the choice to keep their address as Cty U or to make the switch

## **PUBLIC SAFETY**

### **Fire Department**

- Limited meetings and trainings were held in October due to COVID
- Only one fire call was received to in October
- Only about half the number of trick-or-treaters visited the Fire Station on Halloween due to COVID-19 and the current social distancing guidelines
- Booyah sold out in approximately 40 minutes on Saturday

### **Police Department**

- New Brown County CAD system just went live. It includes utilization of Motorola Flex and a new management records system and allows the Village a cost savings from the current program that was being used
- State of Wisconsin collected over 90,000 lbs. of unused prescription medications during National Drug Takeback Day. A letter was received from the Attorney General indicating that Wisconsin was number one in collections in the nation!

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

### **Public Works**

- Offered open DPW/Wastewater operator position to Fredric Jonas from Green Bay. He has 10 years of experience with Brown Deer in Southern Wisconsin. He is a certified arborist and has the required wastewater certifications. His first day will be December 7<sup>th</sup> pending a physical and a negative drug screening
- NWTC Environmental Engineering class is touring the Wastewater Treatment Facility on Wednesday, November 18th

## **BUDGET**

Budget highlights reviewed.

- Under max levy by approximately \$676,000
- Proposed combined mill rate for Brown County is \$23.06, Outagamie County is \$21.80. These combined rates reflect no change in the Village's Brown County mill rate and a decrease of \$.04 in the Village's Outagamie County mill rate. The \$1.11/thousand overall increase from 2019 for Outagamie County and \$1.22/thousand overall increase from 2019 for Brown County is predominately due to the Wrightstown School District referendum. Impact on a \$300,000 home in Outagamie County is an increase of \$333.00. In Brown County, \$366.00. To offset the increase, the Village would need to cut over \$300,000 from our budget which is not feasible

Public Hearing and action on the 2021 General Fund budget will be taken on Tuesday, December 1<sup>st</sup> at the 6:00 p.m. meeting.

## **CLOSED SESSION**

Motion made by A Lundt with a second made by K Wendlandt 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: 7 yes votes. **Motion carried.**

## **OPEN SESSION**

Motion made by K Wendlandt with a second made by S Reignier to reconvene into open session. Call of roll: 6 yes votes (Trustee Lundt left early). **Motion carried.**

## **NO ACTION TAKEN AS A RESULT OF CLOSED SESSION**

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

Michelle Seidl

Clerk/Treasurer