

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, December 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 Dan Segerstrom, and Trustee Keith Wendlandt. Absent –Trustee Terry Schaeuble

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 K Wendlandt, with a second made by S Byers, to open the public hearing, for the purpose of hearing from all persons and/or their agents, on the 2021 General Fund Budget. **Motion carried.**

3 calls for public input were made with no response

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

UTILITY COMMISSION MONTHLY MEETING

Motion made by S Byers with a second made by K Wendlandt to open the December 2020 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Daily average of 173,208 gallons of water pumped through November 24th. Anticipating a 4% water loss for the fourth quarter of 2020
- Meters are being read this week
- Appointment has been scheduled with Suez to discontinue water tower maintenance agreement, starting in 2021. The result will be an annual savings of \$63,450.00 for the next 10-12 years

SEWER UTILITY

- No need to sludge haul in 2021 due to clear water being decanted off of storage tank in October
- Winterizing pumps and equipment for upcoming cold weather

- Welcomed an engineering group from Northeast Wisconsin Technical College in Green Bay. They were very impressed with our set up and would like to be able to tour again next year
- Main wet well at the wastewater treatment plant and 13,000 feet of sewer main was cleaned and televised in November
- Slug load of grease caused ferric pump issues. As a result, the TP numbers temporarily increased. However, the issue has been resolved and numbers have returned to normal

Motion made by K Wendlandt with a second made by S Reignier to close the December 2020 Utility Commission Monthly Meeting. **Motion carried.**

MINUTES – Motion made by K Wendlandt with a second by S Byers to approve the November 17, 2020 Village Board Meeting Minutes. **Motion carried.**

VOUCHERS - Motion by S Byers with a second made by K Wendlandt to approve the vouchers, from November 12, 2020 – November 25, 2020, totaling \$93,130.12. **Motion carried.**

SCHEDULED APPEARANCES – None

WALK-INS – None

CORRESPONDENCE – None

ADMINISTRATOR’S REPORT:

- Working on new development and the 2021 Budgets

CLERK/TREASURER’S REPORT

- Village was approved for the final submission to the Wisconsin Routes to recovery grant. 100% of the allowable funding has now been utilized

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Resolution No. 12012020 General Fund Budget**– Increases to the 2021 General Fund Budget lines are as follows:
 - Employee salary and benefits
 - Leases for a 2021 Dodge Durango police squad and a 2019 Isuzu NPR with dump body
 - Addition of a part time police officer position
 - Ambulance service

Decreases to the 2021 General Fund Budget lines are as follows:

- Education/tuition reimbursement
- Economic Development/Marketing expense
- Election expenses (*Postage, Mileage, Printing, Operating Supplies, Poll Worker Services*)

- \$12,394.61 decrease in Fire Department Budget mainly due to reduced equipment need. However an upcoming capital purchase will be required due to expiring SCBA
- Public Works equipment maintenance

Adjustment was made to the Village Board expenditures since State Statutes indicate that Municipal Court Attorney Fees are to be budgeted as a board expense since they are an extension of the governing body's Municipal Ordinances

Overall, the 2021 General Fund Budget is \$12,985.55 less than the 2020 General Fund Budget. Taxpayer levy amount is \$2,320,000. The Village of Wrightstown (Brown County Mill) rate is unchanged from 2019 at \$9.04/thousand. The Village of Wrightstown (Outagamie County Mill) rate is \$8.46/thousand which is \$.04 less than last year

Combined Brown County Tax Rate (*State of Wisconsin, Brown County, Village of Wrightstown, NWTC and Wrightstown School District*) is \$23.06/thousand. Up from \$21.84/thousand in 2019

Combined Outagamie County Tax Rate (*State of Wisconsin, Outagamie County, Village of Wrightstown, Fox Valley Technical College and Wrightstown School District*) is \$21.79/thousand. Up from \$20.69/thousand in 2019

Majority of the combined rate increase is due to the 2020 Wrightstown School District Referendum

Motion made by S Byers with a second made by K Wendlandt to approve Resolution No. 12012020, approving the 2021 General Fund Budget with a levy amount of \$2,320,000, correcting the year to 2020 in line 1. Call of roll: 5 yes votes. Trustee Scott Reignier abstained. **Motion carried.**

- **2021 TID #3 Fund Budget** –Motion made by S Byers with a second made by K Wendlandt to approve the 2021 TID #3 Fund Budget as presented. Revenues are estimated to be \$3,774,507.51, with \$3,747,143.60 in expenses. Figures include the RSP Storm Water Capital Project. Call of roll: 6 yes votes. **Motion carried.**
- **2021 TID #4 Fund Budget** – Motion made by S Byers with a second made by K Wendlandt to approve the 2021 TID #4 Fund Budget as presented. Estimated revenues: \$304,630. Estimated expenditures: \$292,586.00. There are no projects anticipated in this TID for 2021. Call of roll: 6 yes votes. **Motion carried.**
- **2021 TID #5 Fund Budget** –Motion made by S Byers with a second made by K Wendlandt to approve the 2021 TID #5 Fund Budget as presented. Estimated revenues: \$40,037.19. Estimated expenditures: \$57,526.26. The General Fund will need to cover the shortfall until both apartment buildings along the Fox River are fully assessed. Call of roll: 6 yes votes. **Motion carried.**
- **2021 Water Fund Budget** –Motion made by S Byers with a second made by K Wendlandt to approve the 2021 Water Fund Budget as presented.

Overall decrease of \$36,176 in water expenditures.

Individual line increases are as follows:

- Employee health insurance
- Vehicle lease (*2019 Isuzu NPR with Dump Body*)
- Water liability insurance

Individual line decreases are as follows:

- Salaries & wages
- Water towers/contracted service
- Meter reading equipment

Debt service payments for 2021 include \$17,639.31 for principal and \$9,126.24 for interest

Call of roll: 6 yes votes. **Motion carried.**

- **2021 Sewer Fund Budget** – Motion made by S Byers with a second made by K Wendlandt to approve the 2021 Sewer Fund Budget as presented.

Overall increase of \$48,004.05 in sewer expenditures

Individual line increases are as follows:

- Employee health insurance
- Salaries & wages
- Vehicle leases (*2019 Isuzu NPR with Dump Body*)
- Debt service principal payments (*Clay St. project*)

Individual line decreases are as follows:

- Debt service interest payments

Call of roll: 6 yes votes. **Motion carried.**

- **2021 Boat Landing Fund Budget** – Motion made by S Byers with a second made by K Wendlandt to approve the 2021 Boat Landing Fund Budget as presented. Estimated revenues: \$7,234.96. Estimated expenditures: \$10,260. Projected revenues based on 2020 receipts but due to the shoreline upgrades and the new kayak launch, the hope is that all 2021 expenditures will be covered without having to dip into the General Fund reserves. Call of roll: 6 yes votes. **Motion carried.**
- **Application & Certificate for Payment No. 2 – Park Pavilion Project** – Motion made by S Byers with a second made by K Wendlandt to approve the Application and Certificate for Payment No. 2, for \$54,617.00, to Alliance Construction and Design, for the Wrightstown (Waupekun) Park Pavilion project. **Motion carried.**
- **3 Year Municipal Lease – 2021 Police Dodge Durango** - Motion made by S Byers with a second made by K Wendlandt to approve a 3 Year Municipal Lease, through Government Lease Program, for a NEW 2021 Dodge Durango, in the Amount of \$40,506.00, with \$1.00

Purchase Option, for the Police Department. 2021 lease payment included in General Fund Budget, however, the leasing company requires documentation of Board approval in the meeting minutes. Trustee Scott Reignier abstained from the vote. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING

- **Developers Agreement for Global Concrete** –Motion made by S Byers with a second made by K Wendlandt to table the Developers Agreement for Global Concrete due to errors found. Global Concrete built an operations center on Quality Court in early 2020 with the understanding that a developer’s agreement would be established upon project completion. Current proposal is to pay Global Concrete 20% of the newly generated increment, which is estimated to be \$720,000, out of TID #3 revenues, in one or two lump sum payments. **Motion carried.**

PUBLIC SAFETY - -

Fire Department Comments – Fatal accident on HWY 41 on Wednesday, November 25th. Wrightstown Fire was called to assist since it involved a Town of Lawrence Fire Truck. Until the Town of Lawrence truck is replaced, which could be long term, Wrightstown Fire Department will handle calls on HWY 41

Police Department Comments - None

PUBLIC WORKS & UTILITIES

- 2019 Isuzu lease, approved at the November 17th meeting, has been ordered
- Plow equipment has been installed and is ready for the snow to fly
- Thank you to Kaukauna Utilities for hanging Christmas decorations and installing lights on the tree at the scenic overlook due to the absence of the Superintendent of Public Works. They literally saved Christmas!
- Thank you to Don & Carol Treptow for donation of the 2020 Christmas Tree and to Roger & Deb Tews, from The River Coffee & Cream, for the electricity to light it!

ADJOURN – Motion made by S Reignier with a second made by S Byers to adjourn at 6:59 p.m.
Motion carried.

Michelle Seidl

Clerk/Treasurer