

## **VILLAGE OF WRIGHTSTOWN**

### **Finance and Personnel**

A meeting of the Village of Wrightstown Finance and Personnel Committee was held at Village Hall, 352 High St, on Wednesday, April 7, 2021 in the Community Room and was called to order at 4:00 p.m. by Chair Sue Byers with a second by Trustee Terry Schaeuble.

Present – Ed Byrne (Brillion News), Brian Roebke (Wrightstown Spirit), Administrator Travis Coenen, Clerk/Treasurer Michelle Seidl, Director of Public Works Andy Vickman, Police Chief Greg Deike, President Dean J. Erickson, Trustee Sue Byers, Trustee Terry Schaeuble, Trustee Dan Segerstrom, Trustee Keith Wendlandt,

#### **American Rescue Plan: Eligible Uses and Strategies for Readiness**

The American Rescue Plan is a \$350 billion dollar aid package for states, counties, cities, Tribes and territories. Of this funding, \$130.2 billion is allocated to local governments

The League of Wisconsin Municipalities, the League of Cities and our software company, Baker Tilly, have been providing guidance on eligible uses for the funding, information as when the two equal payments should be received and what may be required in regards to reporting

More detail is expected in June of 2021 but here is what is known so far:

- Village of Wrightstown is to receive \$346,767 (\$328,480 for Brown County) (\$18,287 for Outagamie County)
- Provisions of the bill include:
  - \$10 billion for capital projects
  - \$170 billion for schools
  - \$25 billion for emergency rental assistance
  - \$22 billion in Economic Injury Disaster Loans and Payroll Protection Programs
  - \$58.2 for transportation and infrastructure
  - \$4.5 billion for household assistance for energy and water
  - \$25 billion for restaurants and bars
  - \$7.6 billion for internet access for distance learning
  - \$72 billion for COVID-19 testing, contact tracing and vaccine distribution
- Eligible uses:
  - Public health emergency work such as vaccination stations
  - Compensation for employees responding to essential work
  - Funds for lost revenues due to the COVID-19 pandemic
  - Investment in water, sewer and broadband infrastructure, with or without collaboration from surrounding communities. (*Looking for more guidance regarding possible funding for storm sewer infrastructure*)
  - Donations to non-profit entities
  - Individual and business assistance through use of loans and grants
- Ineligible uses:
  - Funding employee pensions

First half payment to be received in early June 2021 with the final payment to be received in June of 2022

Before moving forward, a strategic plan must be established. Funds must be spent no later than December 31, 2024 and expenses must be segregated and tracked for audit and future reporting purposes

The following were discussed as possible uses for the Village of Wrightstown American Relief Plan money:

- Reimbursement of \$12,271.39 in lost rental revenues and lost late fees
- Funding of the water and sewer extension project along DDD
- Offsetting costs of the RSP Storm Water Regional Pond project (*if clarified that funds can be used toward storm water infrastructure*)
- Issuance of 0% interest loans or grants to Village businesses for façade upgrades under economic development
- Investment of funds, in collaboration with Brown County, to upgrade broadband
- Transference of funds to County Rescue or Gold Cross, in collaboration with surrounding communities, to improve EMS response times in the area
- Transference of funds to County Rescue to reduce the Village's annual rescue expense until ARP account is depleted

Goal is to choose a use, or uses, that will have long term benefits for taxpayers

It may be beneficial to hold the funds into 2024 to earn interest and allow time to determine the best way to spend

Direction of the Village Board is to open a separate "General Fund" bank account and once it is determined how the funds will be spent, it can be transferred out

Village's cash position spreadsheet was presented. Not including payments that will be approved at tonight's board meeting, there is \$291,242.06 in the Greenleaf Bank checking account, \$69,824.51 in the Greenleaf Bank Money Market and \$648,950.83 in the Money Market at Denmark State Bank. All remaining accounts listed reflect restricted cash that is to be used for the replacement of fire and sewer equipment and for shared utility debt payments, incurred as a result of land annexation from the Town of Kaukauna in 2015

\$266,291.37 was budgeted for 2021 in the economic development/marketing expense general fund line 100-14-56704-346-000. The Village also receives \$2,048.89 monthly for the repayment of business loans to Nashoba Ventures (Lisa Kalscheur), Horkman Restaurants (Fox Pizza), Kayak WI (Sheri Evans) and Roger & Deb Tews (The River Coffee and Cream). The Village has committed to the following 2021 economic development/marketing expenses:

- \$23,136.72 final Payment to Alliance Construction for Waupekun Park Shelter – paid on January 12, 2021
- \$36,000.00 business loan to Kayak Wi (Sherri Evans) – loan funded in February 2021

- \$1,400.00 contract with BConnected, LLC for Social Media Management – paid on March 9, 2021
- \$ 1,400.00 contract with BConnected, LLC for Social Media Management – second payment to be paid in April 2021
- \$ 8,749.97 to be paid toward Mueller Park Project for expenses not covered by borrowing or grant funding
- \$50,000.00 second business loan to Nashoba Ventures (Lisa Kalscheur) in September 2021 (monthly payment to be \$694.05)
- \$10,000.00 December 2021 payment to Demske' s for the purchase of their property in 2020

**Project spending, that affected the Village's unassigned fund balance in 2020, was reviewed:**

The Mueller Park was estimated to cost \$351,614.00. However, due to erosion issues, the final project cost ended up at \$564,082.97. Grant funding through the NRDA, Wisconsin Coastal Management, the Wisconsin Department of Natural Resources and the WDNR RBF, will cover \$255,333.00. \$300,000 of the costs will be included in the spring 2021 borrowing

The 2020 Waupekun Park project was bid at \$94,362.84. Final cost was \$101,701.03 with \$40,000 paid by the 2019 Lions Club donation and \$38,564.31 coming from the Economic Development/Marketing Expense budget line 100-14-56704-346-000 in 2020. The final payment of \$23,136.72 was paid in January 2021

TID 3 revenues for 2020 were \$418,190. Total expenses at year end were \$536,107.06 which required \$117,917.06 in support from the Village's unassigned fund balance to cover contracted service for the WPS detention pond

TID 4 revenues for 2020 were \$303,815.83. Total expenses, at year end, were \$1,045,531.23 which required \$741,715.40 in support from the Village's unassigned fund balance to cover engineering and contracted service for the Royal St. Patrick's Subdivision Golf Course Pond Modifications and development incentives paid to Tweet Garot Mechanical and Wrightstown Properties, LLC (Print Pro)

2020 TID 5 expenditures of \$384,328.20, for the Fox River Bank Stabilization project and debt service, were covered by 2019 borrowing. In 2021, TID revenues will begin contributing toward outgoing expenses

**Review of Village's debt:**

- 2009 \$4,700,000 borrowed for Waste Water Treatment Facility Plant upgrade
- 2011 \$1,500,000 borrowed for the construction of new Village Hall building
- 2012 \$3,000,000 borrowed for the purchase of a new equipment truck, for TID 2 CDA loan refinancing and the Fair St. project
- 2013 refinanced to combine old debt in preparation of the bridge project
- 2015 \$7,000,000 borrowed for the transmission line project coming from Ashwaubenon
- 2016 \$1,500,000 borrowed for projects being completed in conjunction with the bridge project
- 2016 borrowed to purchase land in the TID's
- 2017 borrowed for the CTH U project
- 2018 borrowed for water and sewer projects along CTH U
- 2018 borrowed to purchase the Perry property in TID 3

- 2019 borrowed to purchase the Bowers property, for the Tweet Garot Mechanical incentive payment and the shoreline restoration project
- 2019 \$2,200,000 borrowed for the Bay Area Granite developers incentive, St. John's and Clay St. projects

**The positives and what we have accomplished:**

Since 2003, the Village's equalized value increased approximately \$100,000,000

The 2021 spring borrowing is for the following projects:

- \$300,000 reimbursement of expenses for the 2020-2021 Mueller Park upgrade
- \$300,000 for Rosin Road
- \$125,000 for Washington St./ZZ
- \$1,750,000 for 2020-2021 Royal St. Pat's Regional Storm Water and Golf Course Pond Maintenance (*\$281,636.83 in expenses have already been paid and will be reimbursed to the unassigned fund balance upon receipt of borrowing*)
- \$150,000 for SCBA equipment for the Fire Department

The above borrowing is for general fund projects, therefore, tax levy will support the full debt service payment. Because the 2012 General Obligation Refunding Bond will be paid in full this month, with the new issuance, the Village's debt service limit will go up to 75% from 69%. Roughly \$415 of property taxes, on a home assessed at \$215,000, will be for debt service payments

**What's to come?**

In 2022: The Capital Plan includes the upgrade to Short St., replacement of Dodge truck and the remaining portion of the Royal St. Pat's Regional Storm Water project for a total borrowing of \$706,250

In 2023: The Capital Plan includes the upgrade to Debra St. to include road and utilities, rehab of Well #4, Well #2 abandonment and replacement of the 2003 trackless for a total borrowing of \$1,002,500

Motion was made by S Byers with a second made by K Wendlandt to adjourn the meeting at 5:47 p.m.  
**Motion carried.**

Michelle Seidl

Clerk/Treasurer