

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, April 20, 2021.**

Meeting was called to order at 6:05 p.m. by Village President Dean J. Erickson and the Pledge of Allegiance was recited.

Roll Call: Present – President Dean J. Erickson, Trustee Sue Byers, Trustee Andy Lundt, Trustee Mark Leonard, Trustee Terry Schaeuble, Trustee Dan Segerstrom and Trustee Keith Wendlandt

Also present: Brian Roebke (Wrightstown Spirit), Village Administrator Travis Coenen, Clerk/Treasurer Michelle Seidl, Director of Public Works Andy Vickman, Police Chief Greg Deike, Fire Captain Ryan Roebke

MINUTES – Motion made by A Lundt with a second made by K Wendlandt to approve the April 7, 2021 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 \$447,585.72, from April 1, 2021 through April 14, 2021. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS: None

CORRESPONDENCE: None

ADMINISTRATOR’S REPORT: None

COMMITTEE REPORTS

FINANCE/PERSONNEL

- **Swearing In** – President Dean J. Erickson, Trustee Sue Byers and Trustee Andy Lundt were sworn in as a result of the 2021 Spring Election on Tuesday, April 6, 2021. Trustee Mark Leonard was sworn in earlier in the day so he would be able to take action on the above listed items
- **Committee Appointments** – “A Guide for Board Members” orientation manual was distributed. The Village President and all trustees were asked to sign and return the Acknowledgment of Receipt page

President/Trustees were appointed to Village Committees as follows:

Finance & Personnel

Sue Byers (Chair)
Dan Segerstrom
Keith Wendlandt

Public Safety

Andy Lundt (Chair)
Dean J. Erickson
Terry Schaeuble

Public Works & Utilities

Dan Segerstrom (Chair)

Mark Leonard

Andy Lundt

Parks, Recreation & Regional Planning

Terry Schaeuble (Chair)

Mark Leonard

Keith Wendlandt

- **CDA Appointments** – Bill Broman, 501 Fawnwood Dr. and Rick Edinger, 228 Green St., were appointed to the Community Development Authority for a 4-year term, effective 05/01/2021
- **Planning Commission Appointment** – Ryan Macario, 404 Longwood Ln., was appointed to the Village of Wrightstown Planning Commission for a 3-year term, effective 05/01/2021
- **Board of Appeals Appointment** – Glenn Buntin, 43 Golden Wheat Ln. and Quinn Cavanaugh (alternate), 578 Clay St., were appointed to the Village of Wrightstown Board of Appeals for a 3-year term, effective 05/01/2021
- **2018 Water Revenue Bonds Bank Note Payment** – Motion made by S Byers with a second made by T Schaeuble to approve payment to Greenleaf Bank, for \$44,630.92, for principal and interest payments on the Village's 2018 \$437,000 Water Revenue Bonds Bank Note, due May 1, 2021. Call of roll: 7 yes votes. **Motion carried.**
- **2018 Sewer Revenue Bonds Bank Note Payment** – Motion made by S Byers with a second made by T Schaeuble to approve payment to Greenleaf Bank, for \$34,455.88, for principal and interest payments on the Village's 2018 \$337,000 Sewer Revenue Bonds Bank Note, due May 1, 2021. Call of roll: 7 yes votes. **Motion carried.**
- **Resolution 04202021** – Resolution 04202021 gives authorization to reimburse \$581,636.83 to the Village's unassigned fund balance due to expenses paid prior to the funding of the 2021 Spring borrowing, as follows: \$300,000 for costs related to the Mueller Park capital project, \$145,463.66 for costs related to the Royal St. Pat's Regional Storm Water Pond capital project and \$136,173.17 for costs related to the Royal St. Pat's Golf Course Ponds capital project. Motion made by S Byers with a second made by T Schaeuble to approve Resolution 04202021 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing. Call of roll: 7 yes votes. **Motion carried.**
- **Ehlers Bond Trust Services Statement 63550** – Motion made by S Byers with a second made by D Segerstrom to approve payment on Ehlers Bond Trust Services Statement 63550, for \$238,025.00, for principal and interest payments on the Village's \$2,990,000 General Obligation Refunding Bonds, Series 2012A. Call of roll: 7 yes votes. **Motion carried.**
- **Committee of the Whole** - Motion made by S Byers with a second made by D Segerstrom to reestablish Committee of the Whole meetings, to be held twice monthly, prior to each Village Board meeting. The purpose is to discuss items that will appear for action on the Village Board Meeting agenda in the coming weeks. Topics will be added by the board members and the Village Administrator. **Motion carried.**
- **Municipal Treasurers Appreciation Week** – Proclamation, declaring April 18, 2021 through April 24, 2021 as Municipal Treasurers Appreciation Week, was read by Trustee Keith Wendlandt. Thank you to Clerk/Treasurer Michelle Seidl and Deputy Clerk/Treasurer's Shelia Bowers and Patti Leitermann for everything done for the Village of Wrightstown!

Motion by A Lundt with a second made by D Segerstrom to move Public Safety/Municipal Court, Public Works & Utilities and Parks, Recreation & Regional Planning discussion/action items up next on the agenda. Motion carried

PUBLIC SAFETY

Fire Department – Assisting the Town of Lawrence through 2021 due to a fire tender they have that is out of commission. Unfortunately, most calls of late are for their service area. Search & Rescue training is currently being held on Cty U, in a home that is scheduled to be razed. New SCBA equipment has been delivered. In May, the focus will be on updating the trucks to accommodate the SCBA bigger tank size and training. 2021 ISO (Insurance Service Office) rating came in unchanged at 3.0. Wrightstown Fire Department is one of two volunteer organizations in the state with this high mark, which is a testament to all the training completed!

Municipal Court – No questions or comments

Police Department – Crisis intervention and de-escalation techniques training in March with National Alliance on Mental Illness-Fox Valley. Drug takeback event is this Saturday from 10:00 a.m. – 2:00 p.m. to collect unneeded prescription medications. Updated truancy ordinance draft has been approved by Attorney Bob Gagan and will be moving forward at the May 4th board meeting

Administrator Coenen attended the Town of Wrightstown Council Meeting on Wednesday, April 14th to discuss possible ARP Funding collaboration to enhance EMS service in the area. The decision to go this route will mainly hinge on the plan and costs that are presented by County Rescue. Collaboration meeting appointments have also been established with the Town of Holland, Town of Morrison, Town of Rockland and Town of Wayside

PUBLIC WORKS & UTILITIES

- Working on 2022 wastewater discharge permit application, which is due by July 31st
- Wood chips are being put down around the playground equipment in all Village parks. New supplier from Minnesota is providing chips from tamarack trees. This wood is water resistant so it does not decompose and it is softer than what had been used prior. Cost is the same as the more porous chip purchased in 2020
- Josh Bowers will not be returning as seasonal help this summer due to his earning a college internship. An employment ad will be placed this week requesting applicants be 16 years or older. Towing restrictions are placed on workers under the age of 18

PARKS, RECREATION & REGIONAL PLANNING

- **MM Cold Storage Site Plan** – Motion made by T Schaeuble with a second made by D Segerstrom, to approve the site plan for MM Cold Storage, LLC, 701 Cty DDD, Parcel VW-W181-2, Village of Wrightstown. Recommendation made by Wrightstown Fire Dept., that a sprinkler system be installed in the building. However, due to planned occupancy, this is not a requirement. Current plans need to have labeling updates completed yet. **Motion carried.**
- **CR Buildings, LLC Dividing CSM** - Motion made by T Schaeuble with a second made by D Segerstrom to approve the dividing CSM for CR Buildings, LLC, 418 Prairie Way, Parcel VW-J37, Village of Wrightstown. Property currently houses a duplex that will be converted to two individually owed sides. Per Planning Commission, all fire rating codes must be met, declaration of covenant restrictions must be created and corrections requested by the Brown County surveyor must be made. **Motion carried.**
- **NEW Operator License – Jessica L. Kerin** – Motion made by T Schaeuble with a second made by K Wendlandt to approve the NEW Operator License Application for Jessica L. Kerin,

3500 N. French Rd., Apt. 12, Appleton, WI 54913, for Royal St. Patrick's Golf Links. **Motion carried.**

- **NEW Operator License – Kaye M. Van Goethem** – Motion made by T Schaeuble with a second made by A Lundt to approve the NEW Operator License Application for Kaye M. Van Goethem, 821 Park St., Wrightstown, WI 54180, for Wrightstown River Inn. **Motion carried.**
- **Appointment of Successor Agent – Dolgencorp, LLC** – Motion made by T Schaeuble with a second made by S Byers to approve the Appointment of Successor Agent from Anthony Hawks, 2601 E. Newberry St. Appleton, WI 54915, to Aaron Dalton, 1921 N. Elinor St., Appleton, WI 54914, for the Class "A" Beer/"Class A" Liquor Alcohol Beverage Retail License for Dolgencorp, LLC; for Dollar General Store #20873, 376 High St., Wrightstown, WI 54180. **Motion carried.**

CLOSED SESSION: Motion made by K Wendlandt with a second made by A Lundt to proceed into closed session, pursuant to Wisconsin State Statute 19.85(1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Motion carried.

Economic Development – Developer Negotiations

OPEN SESSION: Motion made by A Lundt with a second made by K Wendlandt to reconvene into open session to discuss and/or take action on any issues that occurred during the closed session. Motion carried.

- **Developer's Agreements** – Motion made by T Schaeuble with a second made by A Lundt to table action on the following Developer's Agreements:
 - Alliance Plastics
 - Fleischmann J. Solutions
 - MM Cold Storage
 - River Valley Industries
- **VIA Rail Engineering (Drexel Building Supply)**– Motion made by T Schaeuble with a second made by S Byers to approve the TEA Grant & Rail Design Assistance Agreement with VIA Rail Engineering for Drexel Building Supply. Call of roll: 7 yes votes. **Motion carried.**
- **VIA Rail Engineering** – Motion made by T Schaeuble with a second made by S Byers to approve the TEA Grant & Rail Design Assistance Agreement with VIA Rail Engineering for proposed plastics facility on Quality Ct. Call of roll: 7 yes votes. **Motion carried.**
- **Current Development Processes** – No discussion

ADJOURN - - Motion made by D Segerstrom with a second made by S Byers to adjourn the meeting at 8:31 p.m. Motion carried.

Michelle Seidl

Clerk/Treasurer