

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, September 7, 2021** and convened at 6:21 p.m. after the meeting of Committee of the Whole

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

Also present: Ed Byrne (Brillion News), Brian Roebke (Wrightstown Spirit), Administrator Travis Coenen, Clerk/Treasurer Michelle Seidl, Public Works Director Andy Vickman, and Fire Chief Mike Schampers

UTILITY COMMISSION MONTHLY MEETING

Motion made by A Lundt with a second made by S Byers to open the September 2021 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Purchased an average of 208,000 gallons of water per day, in the month of August. This includes a service leak found at 405 School St.
- DDD water and sewer extension project has been completed in full. Water system will go online tomorrow
- Repair of 14” river crossing line, damaged as part of the ZZ road project, went well. Electrofusion coupling technology was used and allowed the system to be back online in just a few hours
- Meter scales are to be replaced to allow for more accurate monitoring of water chlorine levels
- Large water meters were tested last month and all came back within acceptable parameters
- Hydro painting to be done in September
- Crews working on exercising water valves
- Quarterly water meter reading completed last week
- Disinfectant bi-product nitrate testing done last week and results came back within acceptable range

SEWER UTILITY

- Working on preventative maintenance items at Wastewater Treatment Plant
- Oxidizing on the back of the utility PLC panels has been causing wire corrosion. Stripping back the wires has prevented alarms from going off at all hours of the night and has prolonged replacement
- Interviews were held last week for the two open operator positions. The three top candidates toured the facility today and seem to be a good fit to join the team

2021 CMAR – Written DNR response received regarding the Village’s 2021 CMAR. Grade was a perfect 4.0 indicating no discharge or design capacity issues

Motion made by K Wendlandt with a second made by S Byers to close the September 2021 Utility Commission Monthly Meeting. **Motion carried.**

MINUTES – Motion made by A Lundt with a second made by S Byers to approve the August 17, 2021 Village Board Meeting Minutes. **Motion carried.**

VOUCHERS - Motion made by S Byers with a second made by K Wendlandt to approve the vouchers from August 12, 2021 – September 1, 2021, totaling \$270,586.63. **Motion carried.**

SCHEDULED APPEARANCES - None

WALK-INS – None

CORRESPONDENCE - None

Journalist Ed Byrne shared that the State Senate Committee on Transportation held a public hearing regarding ATV/UTV usage in cities and villages and are looking to:

1. Limit noise levels of ATV’s/UTV’s near public roadways
2. Restrict passengers riding on ATV’s that were not designed for more than the driver
3. Allow municipalities to establish individual speed limits

Draft of Village ATV/UTV ordinance will be presented at the September 21st board meeting

ADMINISTRATOR’S REPORT

- Continuing to work on development
- Two marketing video “drafts” have been created, showcasing reasons to live, work and own a business in the Village of Wrightstown. The links for each will be emailed to the board members for viewing

CLERK/TREASURER’S REPORT

- Clerk/Treasurer staff is taking advantage of training opportunities being offered this fall through the WMCA, Civic Systems, the League of Wisconsin Municipalities and Brown and Outagamie Counties
- Most general fund budget numbers have been received and have been downloaded into the 2021 budget workbook. Department Heads will be meeting next week to review before presenting the first draft to the Village Board
- Levy limit worksheet was received from the Wisconsin Department of Revenue last Friday. Based on the Village’s NEW net construction only, the levy could increase \$106,000. If all general fund debt service was also taken advantage of, the 2022 levy could increase to \$3,217,369 from \$2,320,458 in 2021. However, this would raise the mill rate by approximately \$4/thousand, which is not palatable

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Application for Payment No. 1 – PTS Contractors, Inc.** – Motion made by S Byers with a second made by D Segerstrom to approve Application for Payment No. 1, from PTS Contractors, Inc., for \$251,894.31, for work completed as part of the 2021 CTH DDD Sanitary Sewer and Water Main Extension project. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING - -

- **New Operator License Applications:**
 - Motion made by A Lundt with a second made by S Byers to approve the NEW Operator License Applications for:
 - Mikayla L. Fenlon, 2160 Daly Dr., Green Bay, WI 54311, for Royal St. Patrick's Golf Links
 - Mary K. Wochos Halada, 1916 Mid Valley Dr. #2, De Pere, WI 54115, for Royal St. Patrick's Golf Links
 - Lisa J. Herzfeldt, 1749 Mill Rd., Greenleaf, WI 54126, for Wrightstown River Inn
 - Christina E. Jester, 470 Longwood Ln., Wrightstown, WI 54180, for Bridgeport Shell
 - Elise L. Keller, 1724 Orange Blossom Dr., Green Bay, WI 54313, for Royal St. Patrick's Golf Links
 - Kassi M. Kington, W5813 Hoelzel Way, Appleton, WI 54915, for Royal St. Patrick's Golf Links
 - Lauryn E. Oldenburg, 1681 Elk Trail, Neenah, WI 54956, for Royal St. Patrick's Golf Links
 - Tiffany J. Reis, 675 Green Bay Rd. #8, Denmark, WI 54208, for Royal St. Patrick's Golf Links
 - Joshua T. Rentmeester, 1000 Sue Ln., Wrightstown, WI 54180, for Dick's Family Foods
 - Cassidy M. Roffers, W375 County Road EE, De Pere, WI 54115, for Royal St. Patrick's Golf Links
 - Nicole L. Schuelke, 202 ½ Whitney St., Kaukauna, WI 54130, for Wrightstown Nauti River Inn
 - Michael J. Weyers, N3919 Cty Rd. U, De Pere, WI 54115, for Bridgeport Shell
- **Motion carried.**
- **2021 Trick or Treat Hours** – Motion made by A Lundt with a second made by K Wendlandt to set the 2021 Trick or Treat Hours for Sunday, October 31, 2021 from 4:00 p.m. to 7:00 p.m. **Motion carried.**
- **Resolution 09072021A – Alliance Plastics, LLC TEA Grant** – Motion made by A Lundt with a second made by K Wendlandt to approve Resolution 09072021A, authorizing the submission of a Wisconsin Department of Transportation Facilities for Economic Development Assistance (TEA) grant application for Alliance Plastics, LLC. Submission of Transportation Economic Assistance, with a 50% match, is an incentive obligation outlined in the development agreement with Alliance Plastics. Unfortunately, we have been advised that the CRISI grant that was to be used to supplement a large portion of the Village's 50% match is no longer available due to three larger scale projects in the state. Project may need to be downsized to accommodate this lack of funding. Call of roll: 6 yes votes. **Motion carried.**

- **Resolution 09072021D – Drexel Systems TEA Grant** – Motion made by A Lundt with a second made by K Wendlandt to approve Resolution 09072021D authorizing the submission of a Wisconsin Department of Transportation Facilities for Economic Development Assistance (TEA) grant application for Drexel Systems. Call of roll: 6 yes votes. **Motion carried.**
- **River Valley Industries Signed Development Agreement** – Review of signed agreement from June 15, 2021. River Valley is to receive 12% of the estimated \$2,500,000 of new increment, to be paid through a return of 42.36% of their taxes paid annually (*approximately \$23,000*) for 13 years
- **Wetland Mitigation – Drexel** – Land parcel VW-W180, sold to J. Fleischman Solutions, LLC (Drexel), was not to be wetland or in a floodplain, per section B2 of their development agreement. Although several areas of concern were identified in the Village’s completed wetland delineation, full impact could not be determined until site plans were finalized. Now that the storm water permit has been applied for, it has been found that ¼ - ½ acre of VW-W180 will require mitigation. Sara Anderson from the Wisconsin Department of Natural Resources is to provide the mitigation cost, which is anticipated to not exceed \$58,000. Motion made by M Leonard with a second made by A Lundt to approve the wetland mitigation on the Drexel property, not to exceed \$58,000, to be paid from the proceeds of the property sale. Call of roll: 6 yes votes. **Motion carried.**

PUBLIC SAFETY - -

Fire Department Comments – Working on open house which is scheduled for a week and a half out

PUBLIC WORKS & UTILITIES

- Brown County Public Works Directors are working on a NEW Brown County Solid Waste Agreement. One aspect of the update is an increase of \$8/ton over a 5 year period. Attorneys from the Village of Allouez, City of Green Bay and City of De Pere are reviewing the verbiage, to minimize the risk for all municipalities involved. The new agreement will be presented to the Village Board for approval, once finalized
- Drake Recob, seasonal worker, went back to college for the 2021 fall semester
- Interviews and facility tours, for candidates of the open wastewater operator positions, were completed this week
- Crosswalk painting almost done
- Mastic work on water valves and manholes completed last week
- Revenues from trade in of Isuzu will be used toward replacement of Kubota zero turn mower
- New banners for the bridge are on order and should arrive and be installed in the next two weeks. Cost to be covered through economic development budget line
- Hail storm earlier today caused extensive damage to three Village trucks and several employee personal vehicles. League of Wisconsin Municipalities Mutual has been contacted regarding deductible and claim processing for the village covered items

CLOSED SESSION: Motion made by A Lundt with a second made by K Wendlandt to proceed into closed session, pursuant to 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 Call of roll: 6 yes votes. **Motion carried.**

• **Economic Development – Developer Negotiations**

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

Motion carried.

No action taken as a result of closed session

ADJOURN – Motion made by A Lundt with a second made by K Wendlandt to adjourn. **Motion carried.**

Michelle Seidl

Clerk/Treasurer