

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD

The regular monthly meeting of the Board of Trustees, of the Village of Wrightstown, was held in the Community Room, at Village Hall, 352 High St., Wrightstown, WI, 54180, on **Tuesday, October 5, 2021** and convened at 6:48 p.m., after the meeting of the Committee of the Whole

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

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

Attending due to annexation of properties on CTY U: Pete Albers, Peter Albers, Nick Novak (*virtual*)

PUBLIC HEARING

Motion made by A Lundt, with a second made by K Wendlandt, to open the public hearing, before the Village of Wrightstown Board of Trustees, to hear from all persons and/or their agents on:

Rezone request by Midwest Expansion, LLP, for tax parcel 300000401 (Outagamie County) from B-1 General Business with PDD to M-F Multi Family with PDD

An ordinance amending Chapter 28 Fire Department §28-14 Order to Remedy Violation and adding §28-14 Fire Inspector Re-Inspection Fees under Chapter 102 Fees and Penalties for Chapter 28 Fire Department

Motion carried.

Three calls were made for public input with no response for the rezone of tax parcel 300000401

Three calls were made for public input, with no response, for ordinance amending Chapter 28 Fire Department

Ordinance amendment 10052021 allows for fire re-inspection fees to be charged against the property under Wis. Stats. §66.0627 and defines the penalties in the event of nonpayment

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

UTILITY COMMISSION MONTHLY MEETING

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

WATER UTILITY

- 5,390,000 gallons of water were pumped through September 29, 2021. Daily average is 185,862 gallons
- Assisted several residents with high water consumption levels after the 3rd quarter meter reading
- New chlorine scales, with high accuracy load cells, were installed at metering stations
- 25 hydrants were painted on the north side of Clay St.
- Ferguson Waterworks is repairing several hydrants that were hard to operate while flushing in September. The repaired hydrants will now have lubricated cavities
- Crews continue to work on water valve exercising, as time allows
- Finalizing the 2022 water and sewer budgets

SEWER UTILITY

- Crews will be in during the month of October to clean and televise 20,000 ft. of sanitary sewer main
- 605,000 gallons of sludge were hauled from the waste water treatment plant last week. It is the first time in 4 years that the tank has been totally emptied, which will allow for it to be inspected. Waste is land applied at Parkview Farms

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

MINUTES – Motion made by A Lundt with a second made by S Byers to approve the September 21, 2021 Village Board Meeting Minutes. **Motion carried.**

VOUCHERS - Motion made by S Byers with a second made by T Schaeuble to approve the vouchers from September 16, 2021 – September 29, 2021, totaling \$425,295.26. **Motion carried.**

SCHEDULED APPEARANCES - None

WALK-INS – Pete Albers, 801 Washington St., asked when the upcoming annexation of his property on CTY U will go through and how it will affect zoning and property taxes. Parcels being annexed run from Drexel to Cty U and then east to Poplar St. by Print Pro and is being done at the request of Midwest Expansion, LLP and J Fleischman Solutions, LLC (Drexel). Other properties being annexed are owned by Anthony Francis, Keith & Jodie Huss, Roger & Amy Stienen and John & Annette Drier (Town of Wrightstown) and Nicholas & Alicia Novak (Town of Kaukauna). Request to approve will be presented to the Village Board within the next three months. Zoning will not be changed, unless it is requested by the individual property owner. Once annexation has been completed, the parcels will be subject to the **combined** tax rate for the Village of Wrightstown. Property owners that have been charged deferred special assessments will not be required to make payment until their parcel is hooked up to Village sewer and water

CORRESPONDENCE

- Letters of Appreciation received from Wrightstown Community School District & Students, to Wrightstown Police Department, as a thank you for a successful Safety Day on July 21, 2021
- Thank you to Administrator Travis Coenen and family, received from Kickin' It with the Cows, for the support of their 2021 event. A Village fire truck was used to block traffic and staff assisted

with mapping and permitting. \$25,000 was donated to St. Jude!

ADMINISTRATOR'S REPORT

- U.S. Postal Service signed a long term lease for space in Plum Creek Plaza. Move in date is expected to be in Spring of 2022
- There are two new potential developments for the Downtown River District
- Tentative 2022 budget numbers for Wrightstown School District have come in. Board will be updated once they are finalized
- Working on additional funding sources for the Alliance Plastics and Drexel rail projects
- Vacancies have now been filled in the Public Works/Utilities department
- Irv Zittlow passed away peacefully at the age of 101. Mel Bastian is now the oldest member of the community
- Fall Fest was a success! Over 50 vehicle owners took part in the car show and over \$700 was donated to help first responders and U.S. military, in honor of Tim Ade. Over 1,000 people attended!
- Christmas Parade in on December 4th. The theme for 2021 is a Rockin' Wrightstown Christmas
- Incorporation Update: Town of Wrightstown will be resubmitting for Incorporation. The public hearing is scheduled for October 13th. Town leaders are not willing to work with the Village on a border agreement, rather than taking this step

CLERK/TREASURER'S REPORT

- Municipal Debt Limit Report posted to the Wisconsin Department of Revenue website on Tuesday, September 7th. The Village currently has \$6,261,585 in borrowing capacity
- Village of Wrightstown redistricting, for Brown County, has been completed. There will again be 3 voting wards, but due to the maximum population allowed per ward, the next time that district boundaries are adjusted, additional wards will need to be added. The resolution to approve Brown County Wards 1, 2 and 3 will be presented at the October 19th Village Board Meeting
- 2022 Bingo Bash is scheduled for Tuesday, October 26th at 4:00 p.m. in the Community Room

Tuesday, November 9th will be the annual bus tour with a small gathering after

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **State of Wisconsin Department of Administration Invoice #18358** – Motion made by S Byers with a second made by A Lundt to approve Wisconsin Department of Administration Invoice #18358, for \$79,539.08, to pay as follows:
 - Interest payment of \$29,035.80, to pay on DNR Project ID 4356-04, on the Village's 2009 Clean Water Fund Loan, from Greenleaf Bank checking xxxx0014
 - Interest payment of \$8,964.76, to pay on DNR Project ID 4942-03, on the Village's 2013 Safe Drinking Water Fund Loan, from Greenleaf Bank checking
 - Interest payment of \$41,538.52, to pay on DNR Project ID 4942-04, on the Village's 2015 Safe Drinking Water Fund Loan, to be wired per the Certificate and Direction,

from the Associated Trust Escrow Account, in connection with the June 24, 2015 Escrow Agreement .

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

- **Application for Payment No. 1 from MCC, Inc.** - Motion made by S Byers with a second made by T Schaeuble to approve Application for Payment No. 1, from MCC, Inc., for \$83,840.83, for work completed through September 17, 2021 on the 2021 Rosin Road Improvement project. **Motion carried.**
- **Aaron Goldschmidt – New Wastewater Operator** - Motion made by K Wendlandt with a second made by S Byers to approve Aaron Goldschmidt as new hire for the vacant Wastewater Operator position, pending pre-employment physical and drug screening results. **Motion carried.** Aaron is currently working for Heart of the Valley as wastewater operator and is coming to the Village to fill the water vacancy. He will be starting on Monday, October 25th.
- **Alliance Plastics and J Fleischman Solutions (Drexel) Rail Projects** – No discussion on this agenda item

PARKS, RECREATION & REGIONAL PLANNING - -

- **Midwest Expansion Rezone Request** - Motion made by T Schaeuble with a second made by K Wendlandt to approve the rezone request by Midwest Expansion, LLP, for Outagamie County tax parcel 300000401, from B-1 General Business w/ PDD to M-F Multi-Family w/ PDD. **Motion carried.**
- **Epsilon Properties, LLC Development Agreement** - Motion made by T Schaeuble with a second made by S Byers to approve the Epsilon Properties, LLC Development Agreement. This development agreement was discussed prior, in closed session, but under “The Zeta Group”. The only update to the agreement is the name change. A 15,000 sq. ft. building with expansion room is to be constructed to house Zeta Engineering. Incentive is to equal \$300,000. **Motion carried.**
- **Nauti River Inn Original Class “B” Beer/”Class B” Liquor Alcohol Beverage Retail License Application** - Motion made by T Schaeuble with a second made by S Byers to approve the ORIGINAL Class “B” Beer/”Class B” Liquor Alcohol Beverage Retail License Application for NautiRiv, LLC, Lisa Jo Herzfeldt, Agent; **for Nauti River Inn, 531 Washington St., Wrightstown, WI 54180. Motion carried.**
- **Chapter 28 Fire Department Ordinance Amendment** - Motion made by T Schaeuble with a second made by S Byers to approve Ordinance 10052021 amending Chapter 28 Fire Department §28-14 Order to Remedy Violation and adding §28-14 Fire Inspector Re-Inspection Fees under Chapter 102 Fees and Penalties for Chapter 28 Fire Department. **Motion carried.**
- **Knox Box Cost Share** – 11 downtown business owners signed a petition requesting that the Village cover a portion of the cost of a lock box. Prices range from \$283-\$429. Since 2008, all new businesses/businesses being renovated have been required to purchase one as a condition of planning. Item died due to lack of a motion.

PUBLIC SAFETY - -

Fire Department Comments – Open house held in September 2021. Fulfilling requests for school safety visits and business fire extinguisher training

Police Department Comments – Active shooter training done with SD Wheel and ProAmpac. Coffee with a Cop is scheduled for Thursday, October 7th at 9:00 a.m. at The River Coffee & Cream. Topic is “Juveniles”. A property owner in Royal St. Pat’s was alerted to an attempted motor vehicle break in through a Ring security device/ap. Police Dept is asking the neighborhood to please check their security systems for any additional information that could have been caught on video. As a reminder to always keep your vehicle doors locked!

DEPARTMENT OF PUBLIC WORKS –

- Expecting to be paid for recycling collection through 2022
- 2022 General Budget has been completed and downloaded in the Village’s “Z” drive for review. If there are any questions, please reach out to Superintendent Andy Vickman
- New banners for bridge have arrived and will be installed next week Wednesday. Kaukauna Utilities has donated their equipment and time to help put them up
- New Wastewater Utility Operator Andrew Pieper started on Monday, September 29th. He’s energetic, willing to learn, and makes a great addition to the Public Works/Utility Team!
- Hwy ZZ project is wrapping up. Brown County completed the final grading this week and paving will be done on Thursday and Friday. The road should now be open for the winter, with just the binder coat down. In spring, the final surface layer will be added
- DDD Water & Sewer Extension project has been completed. Final walk through was done today
- Dust complaints received as a result of the Rosin Road work being done. This project is taking a bit longer than expected due to the need to have WPS move utility poles, but the paving is still on schedule to be applied the third week of October
- All mastic work has been completed
- Mammoth Construction is scheduled to install the new docks/kayak launch, around the 25th of October. Once in, and everything fits well, the docks will be removed for the season. On the third Friday in October, the existing docks will be taken out too
- Fall Festival was a huge success. The owners of Fox Pizza recommended and took over the pre-registration portion of the car show. Thank you so much for your help!
- Huge thank you to Jason Krueger and Brent Bouchonville for their hard work while the DPW/Utilities was understaffed. By the end of October, the department should again be fully staffed!

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

No action taken as a result of closed session

ADJOURN – Motion made by M Leonard with a second made by S Byers to adjourn at 8:38 p.m.
Motion carried.

Michelle Seidl

Clerk/Treasurer