

VILLAGE OF WRIGHTSTOWN

COMMITTEE OF THE WHOLE MEETING MINUTES

The Committee of the Whole meeting, of the Village of Wrightstown, was held at Village Hall, 352 High St., Wrightstown, WI, on Tuesday, November 2, 2021.

Motion was made by A Lundt with a second made by T Schaeuble to appoint Trustee Mark Leonard as President Pro Tem, in the absence of Village President Dean J. Erickson.

Meeting was called to order at 6:06 p.m. by President Pro Tem Mark Leonard

The Pledge of Allegiance was recited.

Roll Call: Present – Village President Dean Erickson (*arrived at 6:10 p.m.*); Trustee Sue Byers; Trustee Mark Leonard; Trustee Andy Lundt; Trustee Terry Schaeuble; Trustee Dan Segerstrom; Trustee Keith Wendlandt

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

Motion made by A Lundt with a second made by K Wendlandt to open the Committee of the Whole Meeting. **Motion carried.**

Motion made by S Byers with a second made by A Lundt to approve the Committee of the Whole Meeting Minutes from Tuesday, October 19, 2021. **Motion carried.**

2021 Ped and Bike Master Plan – 2021 Ped and Bike Master Plan was introduced at the October 19, 2021 meeting. Trustee Andy Lundt noted that he is glad that time and resources were utilized to create this plan, as it is a good one. Projects outlined will be incorporated into the Village’s Capital Improvement Plan and will be funded, with board consent, as money becomes available. Immediate focus will be on the high priority, safety driven items

2022 Budget – Three General Fund budget scenarios were presented:

<u>Levy Amount</u>	<u>Village Mill Rate (Brown County)</u>	<u>Village Mill Rate (Outagamie County)</u>	<u>Total Tax Increment</u>
\$2,330,371.76	\$9.04/thousand	\$8.36/thousand	\$1,224,020.28

Option 1. Brown County Mill Rate does not change from last year. The Outagamie County mill rate decreases by \$0.10/thousand

\$2,390,739.00	\$9.27/thousand	\$8.57/thousand	\$1,235,412.24
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Option 2. Presented to the Village Board on October 5, 202, based on estimated manufacturing assessments. Now that the actual manufacturing assessments have been received, the Brown County Mill Rate would be \$0.23 more than it was last year and the Outagamie County mill rate would be \$0.11 more, if this levy is approved

\$2,472,451.27	\$9.59/thousand	\$8.87/thousand	\$1,250,832.22
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Option 3. Reflects the max levy the Village can utilize and still qualify for an expenditure

restraint payment in 2023. However, the Brown County mill rate increases by \$0.55/thousand over last year and the Outagamie County mill rate increases \$0.41/thousand over last year.

The Board was asked to take into consideration the value of the revenue that will be lost each year, moving forward, for any available levy capacity that is not taken for 2022

It was also noted that since 2019, available levy capacity has been dropped into the Economic Development/Marketing Expense budget line and has been used to help protect the Village's levy and stabilize the mill rate

It may be more beneficial to allow small increases annually than having to take one large rate hike after several years of keeping the mill rates "status quo"

The question was asked as to how the large amount of new residential construction will affect the levy in the coming years. If the levy amount does not increase from year to year, and with a wider tax base to spread the levy over, the expectation is that the Village mill rate would drop. However, there would be no additional funding for cost of living adjustments and new maintenance costs.

Although Wrightstown School District did not increase their unified mill rate, they did take advantage of additional levy capacity. The impact to the Village of Wrightstown residents is an increase of \$0.88/thousand (Brown County) and \$0.70 (Outagamie County) due to the Village's increase in equalized value

It is unrealistic to try to offset the mill rate increases by the other taxing entities in our jurisdiction, since doing so will put the Village operating budgets in jeopardy

The juggling act is to establish rates that will allow for all current services and maintenance plans to continue and grow, while making sure the mill rates are not so high as to drive residents away

If the lowest presented levy, of \$2,330,371.76 is approved, the increase to the Village's levy is \$10,371.76 over last year

Currently, the Village of Wrightstown is the second highest taxed municipality in Brown County. However, the Village does not charge additional fees for waste hauling, storm sewer or wheel tax

The expectation is that due to the Village's growth and the increase in equalized value, there will be an additional increase in the combined tax rate once the county levy information is received and calculated

Recommendation by Trustee Mark Leonard that the Village mill rate not be increased for the purpose of a potential short fall in future years but that levy collected to protect our levy base be budgeted in a line in which a future expense can be made from. This will provide future tax relief to residents

The Village's portion of the NEW tax increment created within the TID Districts will be returned to the general fund levy once the districts close. Until then, the plan is for the general fund to assist the districts until each has sufficient growth to cover their project and utility infrastructure expenses. The board will need to be cognizant of not adding projects that will extend out the

anticipated closure dates. However, large projects, such as the RSP storm water upgrade, would benefit from being completed while receiving increment from all of the taxing entities

It was noted that the Village's residential assessments are out of compliance with the State of Wisconsin's 10 +/- of fair market value requirement

Administrator Coenen asked the Board of Trustees to give direction on the funds currently in the Economic Development/Marketing Expense budget line as a result of the request by Trustee Mark Leonard to see those funds shifted to expenditures that will ease the tax burden in the future. Any changes made would not impact the overall levy amount

For 2022, a department, like Fire, Police and Public Works, has been created for Building Inspection. Although this department will still be a part of the General Fund, the revenues and expenditures will no longer be a part of the Clerk/Treasurer budget. The goal is to hire a full time building inspector/planner, and for the immediate future, revenue generated will cover salary and benefit costs of the hired employee

Based on the feedback from the Village Board of Trustees, recommendation from Administrator Travis Coenen is to proceed with the lowest levy of \$2,330,371.76 for 2022

2022 General Fund Budget will be on the agenda on Tuesday, November 16th for final approval

Land Purchase for NEW Wrightstown Fire Department Building – Parcel VW-192 (Brown County) is being offered to the Village at a cost of \$40,000/acre. Due to the large amount of industrial growth on the west side of the bridge, the location is a good option for construction of a new fire station. Resolution 11022021 will be presented to the Board of Trustees, during tonight's meeting, for action. Total cost of \$102,000 will be spent from the 2021 General Fund Economic Development/Marketing Expense budget line 100-14-56704-346-000

Comprehensive Outdoor Recreational Plan – Administrator Coenen is looking into a large grant to renovate the Village's River District. A requirement of that grant is to have an outdoor recreation plan that focuses on development and maintenance of municipal parks and trails. Estimated cost to create a plan, through Vandewalle & Associates, with an estimated 6 month time line, ranges from \$13,000 - \$20,000. Funding would come from the 2021 General Fund Economic Development/Marketing Expense budget line 100-14-56704-346-000. Comprehensive Outdoor Recreational Plan will also support the Village's Ped & Bike Master Plan.

Neighborhood Improvement Grant – Created with ARPA funding, to rehabilitate blighted neighborhoods. Minimum award amount is \$1,000,000. There is no match requirement, but projects that have already been completed, such as the improvements to Mueller Park, the ZZ upgrades etc... will, improve the Village's odds of being accepted. MSA out of Appleton will be assisting the Village with the Neighborhood Improvement Program Grant application at an estimated cost of \$8,000. Invoice will be paid from the 2021 General Fund Economic Development/Marketing Expense budget line 100-14-56704-346-000. If awarded, monies will be used to transform the downtown. November 11, 2021 is the application deadline, with funds to be issued in January of 2022. Project deadline is December 31, 2024.

Motion made by S Byers with a second made by T Schaeuble to adjourn at 7:31 p.m.

Michelle Seidl

Clerk/Treasurer