

# **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 16, 2021, and was called to order at 6:06 p.m. by Village President Dean Erickson.

The Pledge of Allegiance was recited.

Roll Call: Present – Village President Dean Erickson; 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, Clerk/Treasurer Michelle Seidl; Public Works Director Andy Vickman; Police Chief Greg Deike; Fire Chief Mike Schampers and residents Tom VanderHeiden and Valerie Romanelli

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

Motion made by A Lundt with a second made by D Segerstrom to approve the Committee of the Whole Meeting Minutes from Tuesday, November 2, 2021. **Motion carried.**

**2022 General Fund Budget** – Levy numbers have now been received by all taxing entities. Administrator Travis Coenen presented the 2022 General Fund budget overview, to include the increases/decreases, by department. Even with the annual CPI adjustment, payroll wages reflect an overall decrease, since there were 27 pay periods in 2021 compared to the 26 in 2022

Increase of \$4,800.59, for 2022, in the Police Department, due to the addition of a part time salvage inspector position. However, the Village is anticipating \$8,000 in incoming revenues to offset

The overall Fire Department budget decreased \$408.12 for 2022

For 2021, the approved Public Works budget was \$709,711.44. However, due to Budget Amendment 11042020, which committed unspent 2020 Public Works budgeted funds to be expended in 2021, the allowable expenditures could be equal to, or less than, \$788,629.59. For 2022, the Public Works Department overall budget is \$738,137.13

Total 2022 proposed General Fund Expenditures total 3,191,249.49, which is less than the 2021 approved General Fund expenditure totals

Including 100% of the Village's 2022 General Obligation debt service payments into the levy, the levy maximum could be as high as \$3,217,369, vs. the \$2,330,371.76 that is being proposed. Doing so, though, would increase the Village's mill rate in Brown County to \$12.48/thousand of assessed value and \$11.54/thousand of assessed value in Outagamie County

With the levy of \$2,330,371.76, the Village's Brown County mill rate remains the same as the 2020 and 2021 mill rate of \$9.04/thousand of assessed value. The Outagamie County mill rate will decrease by \$0.10/thousand of assessed value to \$8.36

Impact to taxpayers, of total combined taxing entity rates, will not be known until Friday, November 19<sup>th</sup>, when School Levy Tax Credit Information becomes available. However, with the information received so far, in Brown County, the combined mill rate increase is \$0.93/thousand of assessed value. In Outagamie County, the combined mill rate increase is \$0.70/thousand of assessed value. This is due to levy increases by Northeast Wisconsin Technical College, Wrightstown School District, Brown County and Outagamie County

On a \$300,000 home, the approximate increase will be \$279 (Brown County) and \$210 (Outagamie County)

Charts of spending and mill rate history were presented

Tax rate detail, as of 2020, included all Brown County municipalities. Although the net tax rate is high, Village residents are not being charged additional fees for storm sewer, snow plowing, park usage etc. like surrounding community residents are, and, Village residents have access to more services

A request was made by President Dean Erickson, that a survey of charged fees be completed. Administrator Coenen agreed to work on this during 2022

Moving into next year, a potential budget amendment will be looked into regarding the purchase of public works and police vehicles rather than leasing

**2022 TID 3 Budget** – Village is anticipating \$278,898.05 additional revenues over expenditures in TID 3, for 2022

**2022 TID 4 Budget** – TID expenditures, for 2022, are \$5,819.19 under the anticipated revenues

**2022 TID 5 Budget** – There will be an estimated shortfall of \$11,038.78 in TID 5 in 2022. Closure of this TID is projected for 2029

**2022 Boat Landing** – Estimated revenues are \$7,350. Estimated expenditures are \$10,260. Revenues are anticipated to increase as use of the new docks and kayak launch increases

Motion made by S Byers with a second made by T Schaeuble to affirm the 2022 General Fund levy amount of \$2,330,371.76. **Motion carried.**

**2022 Water Utility Budget** – 2022 Water Utility Budget was presented by Public Works Director Andy Vickman. Revenue numbers were created conservatively, since the expectation is that metered sales income will increase due to the projected residential, commercial and industrial growth. Highlights include:

- Increase in on-call pay from \$75 per week to \$150 for the Village to stay competitive with surrounding communities. Overall budget affect is a \$1,300 increase

- Ford F150 lease ended in 2021. Result is a \$1,299.22 decrease in the vehicle lease budget line for 2022
- The increase in the 2021 Salaries/Wages budget line, due to the additional pay period in 2021, covers the wage adjustment for 2022, so no additional levy dollars will need to be collected for this purpose
- Vendor pricing for chemicals increased for 2022, causing a budget increase
- Budget line for purchased water was adjusted, due to a price increase passed on from Green Bay Water
- \$2,500 has been budgeted for scheduled tower maintenance. Tower B will be getting an exterior wash

Proposed 2022 expenditure budget: \$1,284,455.97 vs. \$1,282,284.62 approved in 2021. However, with conservative projected revenues of \$1,410,693.60, 2022 should end with a surplus of \$126,237.63

Reducing or eliminating the payment in lieu of taxes transfer to the general fund would build the required cash reserve and equipment replacement account that the PSC is demanding. Therefore, water rates would may not need to be increased

Between 2021 and 2025, \$125,986.84 in debt service payments will be dropping off

Administrator Coenen and Public Works Director Andy Vickman are in the process of drafting a letter to the Public Service Commission to offer alternatives to applying for rate case increase of up to 26%

**2022 Sewer Utility Budget** – Sewer Connection Fees for 2021 exceeded the budget estimate by approximately \$20,000 due to the development by Midwest Expansion, LLP. Revenues from outside septage is down due to the construction on ZZ, which has made it difficult for haulers to reach the wastewater treatment plant. It is anticipated that income will jump back to normal in 2022 when road upgrade has been completed. Highlights include:

- Increase in on-call pay from \$75 per week to \$150 for the Village to stay competitive with surrounding communities. Overall budget effect is a \$1,300 increase
- The increase in the 2021 Salaries/Wages budget line, due to the additional pay period in 2021, covers the wage adjustment for 2022, so no additional levy dollars will be required
- 2020-2021 budget for lab testing increased since permit renewal was required. Now that the renewal has been completed, the proposed expenditure is back down to prior year number
- \$4,020 increase in chemicals due to the required treatment for the new TP discharge limits
- \$1,000 decrease in Admin/Contracted Services due to an typing error on 2021 budget
- Debt service interest and principal payments will decrease \$28,255.86 for 2022

Proposed 2022 sewer utility revenues: \$990,030.52

Proposed 2022 sewer utility expenditures: \$981,909.29

These numbers reflect a budget expenditure decrease of \$24,043.74 from 2021

Because the sewer utility is not regulated by the PSC and is owned by the Village, the payment in lieu of taxes payment is much lower at \$1,413.00

\$143,722.24 in debt will be paid off between now and 2025. In 2028, the sewer utility will be at 0% debt if there is no additional borrowing done

Motion by S Byers with a second made by T Schaeuble to affirm the 2022 Water and Sewer Utility budgets as presented

Motion made by A Lundt with a second made by D Segerstrom to adjourn, at 7:02 p.m.

Michelle Seidl

Clerk/Treasurer