

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, December 21, 2021.**

Meeting was called to order by Village President Dean J. Erickson, after the Committee of the Whole Meeting adjourned, at 6:16 p.m.

Roll Call: Present – Village President Dean Erickson; Trustee Sue Byers; Trustee Mark Leonard; Trustee Andy Lundt; Trustee Dan Segerstrom; 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; Police Chief Greg Deike; Police Officer Gary DeWinter, Police Officer Mike Sullivan, Fire Chief Mike Schampers and Aaron Ballast, John Christensen, Rebecca Christensen, Nic Edinger, Rusty Shakle Ford, Chris Gabryszed, Colleen Hansen, Mark Hansen, Paul Heim, Matthew Joebe, Paul Klister, Cyril Leick, Nancy Leick, Alex Maes, Brady Maes, Dana Maes, Dede Maes, Jacob Maes, Mike Maes, Kasey Meredith, Bonnie Micke, Craig Micke, Dillan Micke, Rachel Micke, Holly Smith, Chantel Streblow and Christa Zuleger to recognize the Wrightstown Police Department, First Responders and County Rescue for their response to an emergency on May 31, 2021

PUBLIC HEARING - Public hearing opened, before the Village of Wrightstown Board of Trustees, to hear from all persons and/or their agents on the following:

Rezone request by Midwest Expansion, LLP, for tax parcel VW-W177 (Brown County) from R-R Rural Residential to I-1 Industrial with a PDD. 38.5 acre parcel on CTH D that is being developed.

Rezone request by J. Fleischman Solutions, LLC for tax parcel VW-W179 (Brown County) from R-R Rural Residential to I-1 Industrial with a PDD. Drexel purchased this parcel along CTH U, that connects to their current property, to allow for expansion.

Motion carried.

3 calls were made for public input on each request, with no response

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

MINUTES – Motion made by S Byers with a second made by K Wendlandt to approve the December 7, 2021 Board Meeting Minutes, as submitted. **Motion carried.**

VOUCHERS – Motion made by S Byers with a second made by D Segerstrom to approve the vouchers, totaling \$236,756.57, from December 2, 2021 through December 15, 2021. **Motion carried.**

SCHEDULED APPEARANCES: Craig Micke thanked Wrightstown Police Department, First Responders and County Rescue for their response to his health emergency on May 31, 2021

Individuals receiving commendation for their assistance were:

| | | | | | |
|------------------|------------------|-----------------------|-----------|------------|--------------|
| John Christensen | Chief Greg Deike | Nic Edinger | Paul Heim | Matt Joebe | Paul Klister |
| Mike Maes | Chantel Streblow | Officer Mike Sullivan | | | |

A donation will be made by the Micke family to cover course fees for EMT/First Responder training!

WALK INS: None

CORRESPONDENCE:

- Thank you received from David McElroy, to Officer DeWinter, for kindness, courtesy and professionalism shown during a call last Saturday
- Thank you received from Michelle Ruebl, for the professional handling of a traffic stop involving her minor daughter, by Officer Gary DeWinter

ADMINISTRATOR'S REPORT:

- 2021 Christmas parade went well and there was a great turnout at the tree lighting!
- Staff Christmas party was held earlier today. Thank you to the board members that were able to attend. Everyone participated in Santa origami and teams built a Christmas toy from random items in a box. The Reindeer Sleigh won!
- 2022 budget document, available on the Village website, was reviewed. The history of the Village's individual mill rate data, compared to the combined rate, was presented.

COMMITTEE REPORTS

FINANCE/PERSONNEL

- **2022 Water Utility Budget** – Motion made by S Byers with a second made by D Segerstrom to approve the 2022 Water Utility Budget.

Increases include:

- On call pay from \$75 to \$150 per week
- \$320 in chemicals due to vendor price adjustments
- \$10,000 for purchased water from Green Bay Water due to Village growth. However, revenues should offset this increase
- Scheduled tower maintenance of \$2,500 so an exterior wash can be completed on Tower B in 2022

Decreases include:

- \$1,299.22 due to the end of the lease on the Ford F150
- \$2,775.91 in debt service payments

There was no increase in salaries and wages for 2022 since the budget for the extra pay period in 2021 will cover all 2022 adjustments

Overall Water Utility Budget: \$1,284,455.97 for 2022 vs. \$1,282,284.62 for 2021 with conservative revenues projected to be \$1,410,693.60. The expectation is that 2022 will end with a surplus of \$126, 237.63. However, if the Payment in Lieu of Taxes (PILOT) payment of \$265,021.00 is taken into account, there will be an indirect shortfall.

Approximately \$145,000 in debt will be dropping off by the start of 2023.

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

- **2022 Sewer Utility Budget** – Motion made by S Byers with a second made by D Segerstrom to approve the 2022 Sewer Utility Budget.

Increases include:

- \$1,300 due to increase in on call pay from \$75 to \$150 per week
- \$4,020 for additional chemicals required to maintain lower phosphorous and TMDL limits as a result of the renewed permit going into effect on January 1, 2022

Decreases include:

- \$1,500 for lab testing since normal levels of testing are again required now that 5-year permit has been renewed
- \$1,000 due to an error in the 2021 budget under Admin/Contracted Services
- \$17,613.34 in principal debt service payments
- \$10,642.52 in interest debt service payments

There was no increase in salary and wage budget lines for 2022

Overall Sewer Utility Budget: \$981,909.29 for 2022 vs. \$1,595,303.00 for 2021, with projected revenues of \$990,030.52. Expected surplus is \$8,121.23. If no additional debt is added to the sewer utility, approximately \$130,000 in debt will drop off in the next 5 years.

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

- **2022-2023 Election Officials Appointment** – Motion made by K Wendlandt with a second made by A Lundt to approve the appointment of election officials for the 2022-2023 cycle.

Affiliated

Julie Beining (Republican)
Les Green (Republican)
Delores Meulemans (Republican)
Julie Sigmund (Republican)

Unaffiliated

Diane Laabs
Ruth Aerts
Lena Abrahamson
Karen Demerath
Marna Johns
Carol Just
Jack Lewis

Motion carried.

- **Chris Dudley – Volunteer Firefighter for Wrightstown Fire** - Motion made by S Byers with a second made by D Segerstrom to table action on the hiring of Chris Ellis Dudley, 105 Nicole Ln., Wrightstown, WI, 54180, to serve as volunteer for the Wrightstown Fire Department. **Motion carried.**
- **Leave of Absence Request – Police Clerk Brianna Schommer** – Motion made by S Byers with a second made by A Lundt to approve the request for a medical leave of absence by Police Clerk Brianna Schommer. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING

- **Midwest Expansion, LLP Rezone Request** – Motion made by D Segerstrom with a second made by K Wendlandt to approve the rezone request by Midwest Expansion, LLP, for 4554 CTH DDD, tax parcel VW-W177 (Brown County) from R-R Rural Residential to I-1 Industrial with PDD. **Motion carried.**
- **J Fleischman Solutions, LLC Rezone Request** – Motion made by D Segerstrom with a second made by S Byers to approve the rezone request by J Fleischman Solutions, LLC, for tax parcel VW-W179 (Brown County) from R-R Rural Residential to I-1 Industrial with PDD. **Motion carried.**
- **Extraterritorial CSM Request by James & Shelia Bowers** – Motion made by D Segerstrom with a second made by K Wendlandt to approve the extraterritorial CSM for James & Shelia Bowers, 6758 Elmro Rd., parcel W-21, Town of Wrightstown. Parcel being split into three lots for the purpose of selling/developing individually. **Motion carried.**
- **American Tower Site Plan** – Motion made by D Segerstrom with a second made by S Byers to approve the site plan for American Tower Corporation, for tower located at W445 Wrightstown Road, Parcel 300015600, Village of Wrightstown. **Motion carried.**
- **Zeta Engineering Group Site Plan** – Motion made by D Segerstrom with a second made by S Byers to approve the site plan for Zeta Engineering Group, 501 CTH U, Parcel 300000402, Village of Wrightstown. Property by Lucky's Pub & Grill. **Motion carried.**
- **Sign Permit Application – Lost Key Tap** – Motion made by D Segerstrom with a second made by K Wendlandt to approve the sign permit for Lost Key Tap, 505 Washington St., Parcel VW-146-1, Village of Wrightstown, contingent on a sidewalk encroachment agreement being signed by Jeff Corcoran and the Village of Wrightstown. Approved through the Planning Commission contingent on receipt of the signed encroachment agreement due to the proximity of the cantilevered sign to the sidewalk. There is to be a second sign on the building front. **Motion carried.**
- **Resolution 12212021 Amending the 2022 General Fund Budget** – Motion made by D Segerstrom with a second made by S Byers to approve Resolution 12212021 Committing \$182,248.05 from the 2021 General Fund Budget Economic Development/Marketing Expense, to carry over to the 2022 General Fund Budget, for the same purpose. **Motion carried.**
- **Wrightstown Development, LLC (Lost Key) Interest Free Loan** – Motion made by D Segerstrom with a second made by K Wendlandt to approve a \$100,000 interest free loan to Wrightstown Development, LLC (Lost Key), 505 Washington St., Village of Wrightstown parcel W-146-1, to be disbursed in 2022. Motion amended by Trustee Dan Segerstrom with a second by Sue to approve amount of \$150,000 rather than \$100,000. Call of roll: 6 yes votes. **Motion carried.**
- **Lock Rd. – CTH U Bid Award** – Motion made by D Segerstrom with a second made by S Byers to approve the Lock Rd. – CTH U Storm Sewer, Golf Course Dr. Storm Sewer and WPS

Storm Pond bid to Kruczek Construction, Inc., 3636 Kewaunee Rd., Green Bay, WI 54311, for \$2,559,555.55. Bids ranged from \$2,559,555.55 to just over \$4,000,000. Total project cost, to include engineering, is approximately \$100,000 over the estimated \$3,300,000. Call of roll: 6 yes votes. **Motion carried.**

- **2022 Holiday Schedule** – Motion made by D Segerstrom with a second made by M Leonard to approve the 2022 Holiday Schedule. Juneteenth was not considered when scheduling. **Motion carried.**
- **2022 Resident Calendar – Village of Wrightstown** – Motion made by D Segerstrom with a second made by S Byers to approve the Village Calendar for 2022. This will be posted to the Village website. **Motion carried.**
- **NEW Operator License – Shelby L. Chizek** – Motion made by D Segerstrom with a second by K Wendlandt to approve the NEW operator license application for Shelby L. Chizek, 808 S. 9th St., De Pere, WI 54115, for Lucky's Pub & Grill. **Motion carried.**

PUBLIC SAFETY

Police Department –

- Participated in Cops to Colors, Lights for Christmas. Assists local police departments help people in the community that are in need, through the giving of gift cards.

One Wrightstown is dedicated to assisting students in the community that are in need. If you are aware of anyone that may benefit from help, please contact executivedirector@onewrightstown.org

Fire Department

- No questions or comments

PUBLIC WORKS

- Invoices for the ZZ road project have been received and will be presented at the January 4, 2022 Village Board Meeting
- Rosin Road and DDD projects have been finalized. The last pay requests will be presented at the January 4, 2022 Village Board Meeting, for payment
- Thank you to everyone that picked up recycling after the 70 mph winds blew it all over the community

ADJOURN - - Motion made by S Byers with a second made by D Segerstrom to adjourn the meeting at 7:35 p.m. **Motion carried.**

Michelle Seidl

Clerk/Treasurer