

VILLAGE OF WRIGHTSTOWN

COMMITTEE OF THE WHOLE MEETING MINUTES

The Committee of the Whole meeting, of the Village of Wrightstown, was held at Wrightstown Village Hall, 352 High St., Wrightstown, WI, on **Tuesday, February 15, 2022**, and was called to order at 6:00 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 (*arrived at 6:02 p.m.*); Trustee Terry Schaeuble; Trustee Dan Segerstrom; Trustee Keith Wendlandt

Also present: Ed Byrne (Brillion News); Administrator Travis Coenen; Clerk/Treasurer Michelle Seidl; Public Works Director Andy Vickman; Police Chief Greg Deike (*arrived at 6:14 p.m.*); Fire Chief Mike Schampers, Fire Inspector Nathan Helbing, Residents Marilyn Maynard, Sarah Mead and Richard VandenWymelenberg

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

Motion made by K Wendlandt with a second made by D Segerstrom to approve the Committee of the Whole Meeting Minutes from Tuesday, February 1, 2022. **Motion carried.**

Wrightsite Development, LLC Development Agreement – Proposed \$7,000,000 development, for light manufacturing suites, at 737 Steffens St. (Brown County Parcel VW-W177). Maximum incentive of \$1,250,000 is to be paid out by returning approximately 18% of the new increment created (\$7,000,000 x 18%), via 10 annual payments of \$125,000, to Wrightsite Development, LLC. Noted corrections to the development agreement:

III OBLIGATIONS OF THE PARTIES

Obligations of the Developer

- 6) (36) months needs to be changed to (24)
- 8) Current parcel value is listed as \$0 due to the recent land division.
This value will need to be updated upon receipt of the new division assessment

NEW Grill Ordinance – Ordinance is to be updated to allow electric grills to be used on balconies or under overhangs, within the Village, contingent on the following:

- No electrical cords or multi adaptor plug may be used to operate. Electric grill must be plugged directly into an outlet
- Electric grill must be a minimum of 2 feet (24 inches) away from any structure
- Grill must be UL listed and approved to operate outdoors
- Owner of grill must show their grill is electric, upon the request of the Fire Inspector

Trustee Dan Segerstrom asked that wording under the first bullet point be updated to clarify that no extension cords are to be used. Also, the distance from a surrounding structure, from where a grill is situated, may need to be updated based on the grill's level of heat output

AMENDED Open Burning Ordinance – Proposed changes to §139-16 Open Burning are as follows:

- Removal of Section B: Nothing in this section shall prohibit the burning of any brush in any section of the Village zoned Rural Residential; provided, however, that no said burning may take place without obtaining a permit from the Fire Chief or Fire Inspector
- Building permit must be obtained to burn leaves in the months of April, May, October and November and hours to burn are restricted to 1:00 p.m. – 9:00 p.m. rather than from 3:00 p.m. – 9:00 p.m.
- To be added: The Fire Inspector will have the authority to revoke any burning permit at any given time, without notice, due to safety concerns, weather related issues or any other conditions that they deem unsafe
- To be added: Violation of the provisions of §139-16 Open Burning is punishable by the forfeitures in Chapter 1, General Provisions, §1-18

Having a burning permit (which is free) will allow Village staff to answer incoming concerns regarding the burn

False Alarm Ordinance Amendment – Update of this ordinance will allow the Village to fine for repetitive false alarm fire calls. Draft amendment will need to be modified, as suspension of services is not legally allowed.

Proposed changes:	1 st and 2 nd false alarms (<i>in a calendar year</i>)	No Charge
	3 rd and 4 th false alarms (<i>in a calendar year</i>)	\$200
	5 th and 6 th false alarms (<i>in a calendar year</i>)	\$375
	7 th and subsequent false alarms (<i>in a calendar year</i>)	\$600 and possible suspension

NEW Short Term Rental Ordinance – A village resident expressed concern regarding short term rentals in the community, and requested that the Village put rules in place to monitor properties with short term occupancy.

In 2017, Act 59 was passed, prohibiting municipalities from disallowing short term rentals that run from 7 to 29 consecutive days, with 180 (or less) total days rented in a year

For short term rentals ranging from 1 – 6 days, municipalities have the freedom to create and enforce regulations. The rules could include the requirement for the property owner to apply for a manager's license, parking restrictions and maximum capacity. It will be mandatory that accommodation tax be collected from property owners, per the Village's agreement with Brown County, to help fund the new exhibition center

Administrator Coenen will be drafting an ordinance for the Village, using ordinances already in force in surrounding communities as examples, and will present it to the Committee of the Whole on Tuesday, March 1st.

Motion made by S Byers with a second made by D Segerstrom to adjourn, at 6:25 p.m.

Michelle Seidl

Clerk/Treasurer

Posted: 03/02/2022 MS