

VILLAGE OF WRIGHTSTOWN BOARD MEETING MINUTES

The regular bi-monthly meeting of the Village Board, of the Village of Wrightstown, was held at Wrightstown Village Hall, 352 High St., Wrightstown, WI, on **Tuesday, February 15, 2022.**

Meeting was called to order by Village President Dean J. Erickson, after the Committee of the Whole meeting adjourned, at 6:25 p.m.

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); Administrator Travis Coenen; Clerk/Treasurer Michelle Seidl; Public Works Director Andy Vickman; Police Chief Greg Deike; Fire Chief Mike Schampers; Fire Inspector Nathan Helbing; Residents Marilyn Maynard, Sarah Mead and Richard VandenWymelenberg

MINUTES – Motion made by A Lundt with a second made by K Wendlandt to approve the February 1, 2022 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 \$292,519.00, from January 27, 2022 through February 10, 2022. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS: Resident Sarah Mead, 1069 Crestview Dr., addressed the Village Board and recommended that regulations, similar to those in place in Sheboygan, be established for short term rentals (29 days or less) since those held up against legal action. She believes:

- Owners should apply for licensing for their property to operate as a short term rental and pay a \$500 annual administration fee
- Each property should be required to have an owner/manager, who lives within a 20-mile radius, that can be notified if issues arise when the home is occupied
- Proof of liability insurance should be required
- Rental period should be for no less than 7 consecutive days
- Map of defined property lines should be provided to the renter, and the Village, so property boundaries are known
- Violations of state laws or municipal ordinances, by the renters, should result in a \$750 fine per violation, to the property owner, with revocation of the owner's rental license for repetitive offenses

Trustee Dan Segerstrom expressed concern over prohibiting shorter rental periods that may draw in Packer football fans

Administrator Coenen will present a draft of the short term rental ordinance, for review by the Village Board, at the Tuesday, March 1, 2022 Committee of the Whole meeting

Resident Marilyn Maynard, 1041 Crestview Dr., stated that she just recently discovered that a neighboring home is being advertised as an Airbnb, to sleep up to 18 people. The property is being

marketed for parties, to include use of the swimming pool, float dock and jet ski ramp. The concern is that the current owners already disregard property lines and noise ordinance, will they prevent large size crowds from doing so? Ms. Maynard has asked that the Village stand being their neighborhood and create rules to minimize the nuisances this Airbnb may cause

Resident Dick VandenWymelenberg, 548 Songbird Ave., spoke in support of Marilyn Maynard's concerns. He asked that the Village Board to seriously consider regulations for short term rentals and the what the long term effect that they could have on the community. He thanked the Board for their service.

CORRESPONDENCE: None

ADMINISTRATOR'S REPORT:

- Wrapping up the 2022 Capital Improvement Plan borrowing with Jon Cameron from Ehlers
- Hoping to be able to present the updated Financial Management Plan to the Board of Trustees in March
- Nathan Helbing, Village Fire Inspector, has been working to update the Fire Ordinances
- Next Events Committee Meeting is scheduled for 2:30 p.m. on Thursday, February 24th. A survey has been created and posted on Facebook asking what the best day is to hold music events in the Village, what type of bands should be booked and what activities could be added to promote higher turnout. Also met with Public Works Director Andy Vickman, Administrative Assistant Erica Buechel and Horkman's from Fox Pizza to start planning the 2022 Fall Festival
- Working on new commercial developments to include construction of the new building going up between The River Coffee and Cream and the old bank
- Department of Administration is meeting on Tuesday, March 22nd, to decide on the request by the Town of Wrightstown, to incorporate the Village of Greenleaf. A rebuttal has been submitted on behalf of the Village of Wrightstown
- TEA and EDA Rail Grants have been submitted. Anticipating half to three quarters of the project cost to be funded
- Working through the Plum Creek Grant with the EPA. The Village's project has been chosen but funding amount has not yet been disclosed. Currently, supplemental information is being requested
- Results of the Village's request for ARPA funding for the Downtown Neighborhood Improvement Project is expected sometime in February

COMMITTEE REPORTS

FINANCE/PERSONNEL

- **Steak Dinner Properties, LLC Incentive Payment** – Motion made by S Byers with a second made by D Segerstrom to approve the development incentive (half) payment, of \$65,370.00, to Steak Dinner Properties, LLC (Custom Offsets), per their July 2020 Development Agreement on Brown County Parcel VW-189-4 & Outagamie County Parcel 300010400. Call of roll: 6 yes votes. **Motion carried.**
- **RGH Wrightstown, LLC (Grand Appliance) Incentive Payment** – Motion made by S Byers with a second made by D Segerstrom to approve the development incentive (half) payment, of \$7,937.86, to RGH Wrightstown, LLC (Grand Appliance), per their August 2020 Development Agreement on Brown County Parcel VW-634. Call of roll: 6 yes votes. **Motion carried.**

- **Wrightstown Golf Course, LLC Incentive Payment** – Motion made by S Byers with a second made by D Segerstrom to approve the development incentive (half) payment, of \$1,286.57, to Wrightstown Golf Course, LLC, per their April 2020 Multi-Family Development Agreement on Outagamie County Parcel 300000100, Lot 4 (300000104). Call of roll: 6 yes votes. Estimated full valuation of new increment created to be approximately \$24,000,000, with the total incentive to be paid over a 16-year period, of about \$7,500,000. Annual payment will be calculated by returning 90% of the taxes paid on Outagamie County parcel 300000104, to Wrightstown Golf Course, LLC. Call of roll: 6 yes votes. **Motion carried.**
- **1005 Main St Water Leak/Sewer Credit** - Motion made by S Byers with a second made by D Segerstrom to approve a \$319.59 sewer credit at 1005 Main St., on 26,100 gallons, for 2022 Quarter 1, since no water from the leak entered the sanitary collection system. Resident had a break in a water line servicing a shed on the property and all water seeped into the ground. **Motion carried.**
- **Wrightsite Development, LLC Development Agreement** - Motion made by S Byers with a second made by D Segerstrom to approve the Wrightsite Development, LLC (Consolidated Construction) Developers Agreement. Estimated \$7,000,000 development with potential incentive of \$1,200,000 (based on 82% of taxes generated, maximum). Call of roll: 6 yes votes. **Motion carried.**
- **Resolution 02152022 Amending the 2022 General Fund Budget** - Motion made by S Byers with a second made by D Segerstrom to approve Resolution 02152022, amending the 2022 General Fund Budget, committing \$73,017.51 in debt service payments levied, to Economic Development/Marketing, that were incorrectly budgeted for Tax Increment District No. 3 and Tax Increment District No. 4 principal and interest payments, due to an error on the June 2021 Master Debt Schedule. June 1, 2021 Master Debt Schedule received from Ehlers, listed the debt service payment breakdown for the 2021 \$2,665,000 borrowing to be coming from the Village's General Fund. However, during the 2021-year end audit, it was discovered that bond proceeds were for projects in the General Fund, Tax Incremental District No. 3 and Tax Incremental District No. 4. Since the 2022 budget was based off the incorrect breakdown, Resolution 02152022 reduces the General Fund debt service principal and interest payments and attributes the levied funds to Economic Development/Marketing. TID No. 3 and TID No. 4 principal and interest debt service payments will also be corrected to accurately reflect the corrected Master Debt Schedule. Call of roll: 6 yes votes. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING

- **Annexation Ordinance 02152022** - Motion made by D Segerstrom with a second made by K Wendlandt to approve Ordinance 02152022, annexing 19.85 acres along I-41 roadbed, owned by the State of Wisconsin, Department of Transportation, from the Town of Kaukauna (Outagamie County) to the Village of Wrightstown (Outagamie County). Property currently houses the I-41 weigh station but the NEW State Trooper Headquarters is to be constructed here, which will require water and sewer services. This is the reason for the annexation request. **Motion carried.**

- **Wrightstown Development, LLC (Consolidated Construction) Site Plan** – Motion made by D Segerstrom with a second made by S Byers to approve the site plan for Wrightsite Development, LLC (Consolidated Construction) for light industrial manufacturing leasable space on Village of Wrightstown parcel VW-W177 (Brown County). Wrightsite Development will still need to provide details about outdoor light fixtures. Call of roll: 6 yes votes. **Motion carried.**

PUBLIC SAFETY

Fire Department – No comments or questions

Police Department – Training held in January. Responded to a rescue call yesterday, alongside Wrightstown and Greenleaf Fire Departments, EMS, County Rescue and Eagle III, at a Village industrial construction site. Thank you to everyone for doing an exceptional job. Prayers to the individual fighting for his life as a result of the accident.

PUBLIC WORKS

- Took delivery of NEW zero turn Kubota mower approved in the 2021 budget
- Well leak caused buckling of a blower at the Mueller Wright House, which was repaired by staff this week

ADJOURN - - Motion made by S Byers with a second made by D Segerstrom to adjourn the meeting at 7:13 p.m. **Motion carried.**

Michelle Seidl

Clerk/Treasurer

Posted: 03/02/2022 MS