

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD

A regular bi-monthly meeting of the Board of Trustees, of the Village of Wrightstown, was held in the Community Room, at Wrightstown Village Hall, 352 High St., Wrightstown, WI, 54180, on **Wednesday, April 6, 2022**, and convened at 6:30 p.m., after the conclusion of the Committee of the Whole meeting.

Roll Call: Present – Village President Dean Erickson; Trustee Sue Byers; Trustee Andy Lundt; Trustee Terry Schaeuble; Trustee Dan Segerstrom; Trustee Keith Wendlandt. Absent - Trustee Mark Leonard

Also present: Brian Roebke (Wrightstown Spirit); Administrator Travis Coenen; Public Works Director Andy Vickman; Clerk/Treasurer Michelle Seidl; Residents Sarah Mead, Brad Sigmund, Julie Sigmund; Gordon T. Wilker Jr.

PUBLIC HEARING

The Public Hearing, for the purpose of hearing from all persons and/or their agents, on the following, was opened:

Amendment to Chapter 206 Zoning §206-34 Criteria for Approval E. Factors and requirements to be considered by the Regional Planning Committee and Village Board (24) Access and (25) Such other limitations

Update of this code will assure that all new properties are developed with proper road access.

Motion carried.

Three calls were made for public input with no response

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

UTILITY COMMISSION MONTHLY MEETING

Motion made by D Segerstrom with a second made by K Wendlandt to open the April 2022 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Average of 180,897 gallons of water pumped daily through March 29, 2022
- Working with Carl Bowers Construction and Robert E. Lee on installation of the utilities for The Links apartment buildings
- Working with Peters Concrete and Robert E. Lee to get the utilities installed for the Royal St. Pat's project
- Reviewed and addressed high water consumption the week of March 4th, following Q1 meter reading

- Met with Ashwaubenon Water Department to review and compare Emergency Operation Plans
- Service leak repaired on Prairie Way, on March 8th. Leak was caused by deteriorated copper
- Jason Krueger attended the WRWA Annual Technical Conference in Lacrosse March 15-18th.
- Vent on Tower A was repaired on March 16th and it is now in compliance with DNR code
- 2021 Consumer Confidence Report completed

SEWER UTILITY

- New equipment is starting to arrive for the PLC upgrades at the WWTP and lift stations. Anticipating installation to be the end of April - beginning of May
- Replaced temperature sensor at Fox Shores Lift Station

2021 Consumer Confidence Report for the Village of Wrightstown Water Utility

- Report published in the Wrightstown Spirit today
- Green Bay Water did PFAS sampling in 2021. Results have been included in the CCR

Motion made by A Lundt with a second by S Byers to close the April 2022 Utility Commission monthly meeting. **Motion carried.**

MINUTES – Motion made by D Segerstrom with a second made by T Schaeuble to approve the March 15, 2022 Village Board Meeting Minutes. **Motion carried.**

VOUCHERS - Motion made by S Byers with a second made by T Schaeuble to approve the vouchers from March 10, 2022 – March 30, 2022, totaling \$383,450.46. **Motion carried.**

SCHEDULED APPEARANCES - None

WALK-INS – Resident Brad Sigmund, 355 Clay St., asked the Board of Trustees to not install sidewalks on his property

Survey that was recently distributed for the Bike and Ped Plan was to help the Village determine sidewalk and trail connectivity issues where traffic is high or where there are concerns about bicycle and pedestrian safety. Although Clay St. was identified as a potential area needing improvement, no installation is currently being considered. Property owners will be notified prior to the start of any sidewalk project

CORRESPONDENCE

- The Village of Wrightstown Police Department received a written thank you, for their expression of sympathy, from the family of Blanche Powless (*attach 11*)
- Service Thank You Letter, to each officer of the Wrightstown Police Department, was received from State Representative Shae Sortwell

- Thank you was received from the Family of Robert Edward Coenen, for the fruit basket sent by the Village
- Official Proclamation received from Brown County Executive Troy Streckenbach, declaring April 4, 2022 through April 8, 2022 as Tornado and Severe Weather Awareness Week

ADMINISTRATOR'S REPORT

- Sunday, May 1st, National Loyalty Day, reaffirms loyalty to the United States and recognizes American Freedom. This year's celebration will be held on Saturday, April 30th in Denmark and is being hosted by the Veterans of Foreign Wars Post 6705. Brickstead Farms is providing a wagon, which will be pulled by a Village truck, to honor the Urban Klister American Legion Post 436 Auxiliary
- On Saturday, April 2, 2022, Trustee Terry Schaeuble was inducted in the Wisconsin Football Coaches Hall of Fame. Terry's coaching career, which began in 1976, continues through today
- Ashley Rubens, a 4K teach from Wrightstown Elementary, was one of four individuals nominated for Educator of the Year, through the Fox Cities Chamber
- Many discussions are being held regarding new development
- Participating in a program being held at Wrightstown High School next week, focusing on having compassion for those struggling with poverty and financial hardship
- Please keep Journalist Ed Byrne (Times Villager) in your thoughts and prayers as he suffered a major stroke on Friday. Also the Village's thoughts and prayers go out to Officer Heather Martin and Officer Gary DeWinter in light of the recent losses in their families
- Filling in for Gary DeWinter at Coffee with a Cop on Thursday, April 7th

CLERK/TREASURER'S REPORT

- Open Book is scheduled for Thursday, May 26th at from 2:00 p.m. – 4:00 p.m. Board of Review is scheduled from 3:00 p.m. – 5:00 p.m. on Tuesday, June 7th
- Training for the 2022 Board of Review has been completed by Trustee Sue Byers, Clerk/Treasurer Michelle Seidl and Deputy Clerk/Treasurer Shelia Bowers
- 404 residents voted in the 2022 Spring Election yesterday. 23 from Outagamie County and 381 from Brown County. 52 ballots were voted absentee
- At the April 19th meeting, action will be taken for commission appointments for Planning and Board of Appeals
- Expenditure Restraint Worksheet was posted on the Department of Revenue website at the end of last week. The Village qualifies for a 2023 payment based on a minimal 1.7% expenditure increase for 2022

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

- **Ehlers Bond Trust Services Statement #70438** – Motion made by S Byers with a second made by T Schaeuble to approve Ehlers Bond Trust Services Statement #70438, due May 1, 2022 for \$85,807.50, for principal and interest payments on the Village's \$730,000 General Obligation Refunding Bonds, Series 2013A. Call of roll: 6 yes votes. **Motion carried.**
- **Ehlers Bond Trust Services Statement #70439** – Motion made by S Byers with a second made by T Schaeuble to approve Ehlers Bond Trust Services Statement #70439, due May 1, 2022 for \$156,055.00, for principal and interest payments on the Village's \$2,705,000 General

Obligation Corporate Purpose Bonds, Series 2017A. Call of roll: 6 yes votes. **Motion carried.**

- **Ehlers Bond Trust Services Statement #70440** – Motion made by S Byers with a second made by T Schaeuble to approve Ehlers Bond Trust Services Statement #70440, due May 1, 2022, for \$128,740.63, for principal and interest payments on the Village's \$2,235,000 General Obligation Corporate Purpose Bonds, Series 2019B. Call of roll: 6 yes votes. **Motion carried.**
- **Ehlers Bond Trust Services Statement #70441** – Motion made by S Byers with a second made by D Segerstrom to approve Ehlers Bond Trust Services Statement #70441, due May 1, 2022, for \$131,461.25, for principal and interest payments on the Village's \$2,665,000 General Obligation Corporate Purpose Bonds, Series 2021A. Call of roll: 6 yes votes. **Motion carried.**

Municipal Financial Advisor Brian Roemer, from Ehlers, reviewed the 2022 borrowing pre-sale report. The purpose of the \$2,270,000 borrowing is to cover the costs of the second half of the regional storm water project. Debt service payments will be divided between the general fund, TID 3 and TID 4 funds. The \$360,000 needed for the rail spur project has been excluded from the issuance since it is a taxable obligation and will be borrowed through Greenleaf Bank. At closing, the General Obligation Corporate Purpose Bonds will count toward 5% of the General Obligation debt capacity, and following their issuance, the Village will be at 73% of its limit. Term is to be 13 years and is to be structured around existing debt service payments. Principal payments will be due May 1st annually with bi-annual interest payments. Bonds are able to be paid early, starting in May 2030, with no penalty. The official statement will be distributed to underwriters the week of April 25th with a May 3rd sale date. Funds will then be disbursed on May 19th. Estimated interest rate will be approximately 3.75%

- **Initial Resolution 04062022A** – Motion made by S Byers with a second made by D Segerstrom to approve Initial Resolution 04062022A, authorizing \$205,000 in General Obligation Bonds for Sewerage Projects. Call of roll: 6 yes votes. **Motion carried.**
- **Initial Resolution 04062022B** – Motion made by S Byers with a second made by T Schaeuble to approve Initial Resolution 04062022B authorizing \$2,065,000 in General Obligation Bonds for Community Development Projects in Tax Incremental Districts. Call of roll: 6 yes votes. **Motion carried.**
- **Resolution 04062022C** – Motion made by S Byers with a second made by D Segerstrom to approve Resolution 04062022C providing for the sale of \$2,270,000 in General Obligation Corporate Purpose Bonds, Series 2022A. Call of roll: 6 yes votes. **Motion carried.**
- **Rectangular Rapid Flashing Beacon (RRFB)** – Motion made by S Byers with a second made by D Segerstrom to approve the \$5,500 purchase of a Rectangular Rapid Flashing Beacon, for installation in front of St. Clare School/Church. St. Clare will be reimbursing the Village \$1,800 of this cost. **Motion carried.**
- **Hire of Full Time Police Officer** - Motion made by D Erickson with a second made by S Byers to table the hire of a full time police officer, to allow for further discussion, in closed session, at the April 19, 2022 Village Board Meeting. **Motion carried.**
- **Municipal Judge Resignation** – Motion made by K Wendlandt with a second made by A Lundt to accept the resignation of Municipal Judge Perry Kingsbury, effective March 31, 2022. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING - -

- **Ordinance 04062022 Regional Planning Committee and Village Board Approval Requirements** – Motion made by T Schaeuble with a second made by D Segerstrom to approve Ordinance 04062022 amending Chapter 206 Zoning §206-34 Criteria for Approval E. Factors and requirements to be considered by the Regional Planning Committee and Village Board (24) Access and (25) Such other limitations. **Motion carried.**
- **NEW Operator License Applications**
 - Motion made by T Schaeuble with a second made by S Byers to approve NEW Operator License Application for Dana L. (Harvey) Lorrigan, 409 Peterlynn Dr., Wrightstown, WI 54180, for Royal St. Patrick's Golf Links. **Motion carried**
 - Motion made by T Schaeuble with a second made by D Segerstrom to approve NEW Operator License Applications for:
 - Kara M. Mason, 1130 Shepherds Path, Green Bay, WI 54313, for Lost Key Tap
 - Shawn M. Rench, 109 D High St., Wrightstown, WI 54180, for Wrightstop BP**Motion carried.**
- **2022 Bay-Lake Regional Planning Membership** - Motion made by T Schaeuble with a second made by S Byers to approve the 2022 Membership with Bay-Lake Regional Planning Commission. To qualify for potential grant funding, it is required that the Village be a member of the local planning commission. **Motion carried.**

PUBLIC SAFETY - -

Fire Department Comments – None.

Police Department Comments – None.

DEPARTMENT OF PUBLIC WORKS

- Municipal Salt Agreement submitted to the Wisconsin Department of Transportation for 2022-2023
- Safety training scheduled with Fox Valley Training for May
- March 2nd is Jason Krueger's 7th anniversary with the Village of Wrightstown. Congratulations Jason!
- Extending DPW Summer Hours from May 1st through the end of September, annually
- Grant application submitted for Bi-Partisan Infrastructure Funding for Village road resurfacing. Response to application should be received in May for all projects that will need to be completed by June of 2023
- Delivery for the F550 chassis, replacing the Dodge snow plow, is expected in May. Upon receipt, it will take approximately 6 months for the build out through Monroe. Because the time frame is tight for the next snow season, Horn Ford has offered use of a truck until the build out has been completed
- F150 on order has not yet been assigned a VIN, so no delivery time line is available
- Public information meeting for Lock Rd/CTH U Storm Sewer Project is scheduled for next week Tuesday starting at 5:00 p.m., at Village Hall

Motion made by A Lundt with a second made by D Segerstrom to proceed into **CLOSED SESSION**, pursuant to Wisconsin State Statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over, which the governmental body has

jurisdiction or exercises responsibility: (Call of roll: 6 yes votes)

Municipal Court Appointment

Motion carried.

Motion made by A Lundt with a second made by K Wendlandt to reconvene into **OPEN SESSION**.

Motion carried.

NO ACTION TAKEN AS A RESULT OF CLOSED SESSION

Discussion was held regarding the following:

- The most efficient way to get updates on Village projects is to ask questions during Committee of the Whole Meetings or by requesting that an agenda discussion item be added for an upcoming Village Board Meeting
- US Postal Service is expected to reopen the Wrightstown post office during the summer of 2022. New location will be in Plum Creek Plaza
- Brian Smith's storage unit project, on Van Dyke St., will need to come back through planning if there is a change in use or zoning
- Wisconsin State Governor approved Senate Bill 835 (Harrison Two Step) on March 18, 2021. It was posted as Wisconsin Act 198 on March 19, 2021. However, the proposed Village of Greenleaf is grandfathered and will not have to adhere to the new regulation since their petition was filed before January 1, 2022
- The updated petition for the proposed Village of Greenleaf has now met all minimum requirements
- Midwest Development projects have been slowed due to supply chain issues. Power supply equipment has been paid for and transformers are being placed this week for the apartments by Lucky's

ADJOURN – Motion made by S Byers with a second made by T Schaeuble to adjourn at 9:00 p.m.

Motion carried.

Michelle Seidl

Clerk/Treasurer

Posted: 04/20/2022 MS