

**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 **Tuesday, May 3, 2022**, and convened at 7:03 p.m., after the conclusion of the Committee of the Whole meeting.

Trustee Mark Leonard was designated President Pro Tem, due to the absence of Village President Dean J. Erickson.

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

Also present: Brian Roebke (Wrightstown Spirit); Administrator Travis Coenen; Public Works Director Andy Vickman; Clerk/Treasurer Michelle Seidl; Police Chief Greg Deike; Fire Chief Mike Schampers; Municipal Judge Evan Mathu; Senator Andre Jacque; Senior Municipal Advisor Jon Cameron from Ehlers; Dave Vande Hei and Elizabeth Robertson from Wrightstown Thunder Wash Car & Pet Wash; Residents Brian Mathu and Gordon T. Wilker Jr.

**PUBLIC HEARING**

Motion made by A Lundt with a second made by K Wendlandt to open the Public Hearing, for the purpose of hearing from all persons and/or their agents on:

**NEW Chapter 123 Licenses and Permits; §123-2 License or Permit Required to Engage in Business or Activity; A. Short Term Rental Properties**

**Motion carried.**

Minor changes were made updating references to Brown County to Brown/Outagamie Counties. Also, (g) Property manager (2) Property manager qualifications (b) was updated to indicate that the applicant does not have pending any criminal charge and has not been convicted of a felony or misdemeanor or any offense involving dishonesty, fraud, deceit, robbery, the use of force or threatened use of force or violence upon ~~the occupant~~ of another.

3 call were made for public input with no response.

Resident Sarah Mead emailed in support of the NEW Short Term Rental Properties Ordinance and noted her appreciation for the work in putting it together.

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

**UTILITY COMMISSION MONTHLY MEETING**

Motion made by S Byers with a second made by K Wendlandt to open the May 2022 Utility Commission Monthly Meeting. **Motion carried.**

## **WATER UTILITY**

- Average of 183,296 gallons of water pumped daily in April of 2022.
- Average water loss for Quarter 1 2022 was 4%.
- Transmission main from Green Bay to the Village of Ashwaubenon experienced several leaks on Wednesday, April 25<sup>th</sup>. Due to the back up control procedures in place, service was able to be maintained to all residents in the Village of Wrightstown until the breaks were repaired.
- Approximately 90 of the 1,157 total meters in the Village are left to change out. There are a small amount of meters left that will be utilized until the new meters, ordered in January, arrive.
- Three of the four private wells in the Village have now been permitted.
- Approximately 80 cross connection checks remain to be completed.

## **SEWER UTILITY**

- Annual generator maintenance was completed at the Waste Water Treatment Plant and on both portable generators, in April.
- A calculation error was found on the Villages WPDES permit issued on December 29, 2021. The DNR is currently revising and will be issuing a corrected permit.
- Crews have started working on sanitary manhole inspections.
- With the record amount of rainfall this season, I/I reduction efforts are in place.

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

**MINUTES** – Motion made by A Lundt with a second made by K Wendlandt to approve the April 19, 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 April 14, 2022 – April 27, 2022, totaling \$500,478.13. **Motion carried.**

**SCHEDULED APPEARANCES** – Dave Vande Hei and Elizabeth Robertson, D N Development, LLC, addressed the Board of Trustees regarding their Quarter 1 Utility Charges for Thunder Wash Car & Pet Wash, at 514 Meadow Ln. Water usage over doubled from their prior highest quarterly billing. Their car wash averages 32 washes daily. However, their quarter 1 bill reflects a number of washes that they feel is not possible. No repairs to car wash equipment were completed, which would have indicated that the consumption was from a leak. Camera video has been viewed for potential cause without results.

The Water Utility contacted Dave Vande Hei several times after meters were read at the beginning of April, when it was discovered that the newest consumption reading was higher than normal. However, a leak investigation was not able to be completed. Over the last 2 years, the meter at Thunder Wash Car & Pet Wash has been tested for accuracy per PSC requirements and the reporting shows no problems.

Requests were made from the Water Utility to Dave Vande Hei, with no success, for a report of the actual number of daily washes during the billing period.

Past read reports show that in March of 2020, only 80,000 gallons less than the most recent billing were used. Data also shows that the first quarter of each year, consumption tends to be higher. Administrator Coenen requested reports showing the number of vehicles that Thunder Wash can handle in a 24-hour period as well as data showing actual daily wash receipts for the billing period in question. Until that has been provided, no decision regarding assistance can be made.

In the meantime, Wrightstown Water Utility is reading Thunder Wash's meter weekly to make sure usage is staying on average and Elizabeth has been instructed to pay the bill as they are able since water is no longer shut off in the Village for non-payment. However, any balance due in October/November of 2022 will be rolled over to the tax bill.

**WALK-INS** – None

**CORRESPONDENCE** - None

### **ADMINISTRATOR'S REPORT**

- A Public Wwrks truck pulled the Breakfast on the Farm (Brickstead Dairy) trailer, carrying Urban Klister Post Veterans, in the Loyalty Day Parade, on Saturday, in Denmark
- All bands have now been booked for the 2022 events

### **CLERK/TREASURER'S REPORT**

- 2022 Expenditure Restraint Worksheet reporting completed on Friday April 1<sup>st</sup>. Because budgeted expenditures only increased 1.7% over 2021 expenditures, the Village qualifies for a 2023 Expenditure Restraint Payment

### **COMMITTEE REPORTS**

#### **FINANCE/PERSONNEL - -**

- **Resolution 05032022** – Motion made by S Byers with a second made by T Schaeuble to approve Resolution 05032022, awarding the sale of \$2,270,000 General Obligation Corporate Purpose Bonds, Series 2022A. Senior Municipal Advisor Jon Cameron presented the May 3<sup>rd</sup>, 2022 Sale Day Report. Bids were taken at 10:00 a.m. and four (4) were received. Low bid was received from Northland Securities, Inc., out of Minneapolis, MN, with a true interest cost of 3.3559%. Bond Trust Services, Roseville, MN, will serve as the paying agent on these bonds. Debt can be called at any time after May 1, 2030. Interest paid over the life of the borrowing, if paid in full in 2035, is \$571,898, which is \$15,548 more than the preliminary figures which had been estimated. This is due to rate increases over the last few weeks as a result of the invasion in the Ukraine. Call of roll: 6 yes votes. **Motion carried.**
- **Ehlers Bond Trust Services Statement #70857** – Motion made by S Byers with a second made by T Schaeuble to approve Ehlers Bond Trust Services Statement #70857, due on June 1, 2022, for principal and interest payments totaling \$230,495.00, on the Village's \$2,990,000 General Obligation Refunding Bonds, Series 2012A. **Motion carried.**
- **Swearing In** – NEW Municipal Court Judge Evan Mathu was sworn in by Clerk/Treasurer Michelle Seidl

## **PARKS, RECREATION & REGIONAL PLANNING - -**

- **Ordinance 05032022 for Short Term Rental Properties** – Motion made by T Schaeuble with a second made by S Byers to approve Ordinance 05032022 NEW Chapter 123 Licenses and Permits; §123-2 License or Permit Required to Engage in Business or Activity; A. Short Term Rental Properties. **Motion carried.**
- **Luedtke Real Estate Holdings, LLC Site Plan** - Motion made by T Schaeuble with a second made by D Segerstrom to approve the Luedtke Real Estate Holdings, LLC (Lucky’s Pub) site plan, 565 County Road U, Outagamie County Parcels 300000440 & 300000442, Village of Wrightstown. Small addition is being added to the south side of bar room to include a kitchen and a game room. The outdoor space is also being enlarged for horseshoe and shuffle board courts and additional parking. A future phase will include a banquet space. The Planning Commission approved the plans and has recommended approval by the Village Board. **Motion carried.**
- **NEW Operator License Applications** - Motion made by T Schaeuble with a second made by A Lundt to approve the NEW Operator License Applications for Megan G. Alexander, 3165 County Line Rd., De Pere, WI 54115 and Rachel E. Hand, 1890 Ledgeview Rd., De Pere, WI 54115, for Royal St. Patrick’s Golf Links. **Motion carried**

## **PUBLIC SAFETY - -**

**Fire Department Comments** – A very successful meat raffle was held to support the daughter of a Village firefighter that has major health issues.

### **Police Department Comments**

- “Investigating Crime Scenes” is to be discussed at Thursday’s Coffee with a Cop.
- Moving to a new software program tomorrow for writing warnings and citations. The current software will no longer be supported without having to transition to a “sequel” data base. The new program is free and will allow officers access to other agency records. The State of Wisconsin will then store all of the data.

## **DEPARTMENT OF PUBLIC WORKS**

- The Mammoth Construction portion of the docks have been installed at Mueller Park. Remaining docks will go in next Monday.
- Both Bernie Vickman and Jacob Recob will be returning as summer help.
- Trees, donated from the Green Bay Packers, will be planted to replace all dead trees in Village Parks. Left over trees will be planted in Mueller Park to replace those lost during a tornado a few years ago. There are 40 varieties of 1 ½” bare root trees to choose from.

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 and **19.85(1)(e)** deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for:

- **Employment- Employment Matters**
- **Economic Development – Development Negotiations**

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

Motion made by D Segerstrom with a second made by K Wendlandt to reconvene into **OPEN SESSION. Motion carried.**

**NO ACTION TAKEN AS A RESULT OF CLOSED SESSION**

**ADJOURN** – Motion made by S Byers with a second made by K Wendlandt to adjourn at 8:43 p.m.  
**Motion carried.**

Michelle Seidl

Clerk/Treasurer

*Posted: 05/18/2022 MS*