

VILLAGE OF WRIGHTSTOWN

COMMITTEE OF THE WHOLE

MEETING MINUTES

The regular bi-monthly meeting of the Committee of the Whole, of the Village of Wrightstown, was held at Wrightstown Village Hall, 352 High St., Wrightstown, WI, on **Tuesday, August 16, 2022**, and was called to order at 6:02 p.m. by Village President Dean Erickson.

The Pledge of Allegiance was recited.

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

Also present: Brian Roebke (Wrightstown Spirit); Administrator Travis Coenen; Public Works Director Andy Vickman; Clerk/Treasurer Michelle Seidl; Fire Chief Mike Schampers; Fire Inspector Nathan Helbing; Police Chief Greg Deike; Ben Rohr, AICP, from Vande Walle & Associates, Inc. and Diane Wessel, AICP Community Development Specialist from MSA Professional Services, Inc.

Motion made by A Lundt with a second made by T Schaeuble to open the Tuesday, August 16, 2022 Committee of the Whole Meeting. **Motion carried.**

Motion made by S Byers with a second made by T Schaeuble to approve the Committee of the Whole Meeting Minutes from Tuesday, August 2, 2022. **Motion carried.**

Reconnecting Communities Pilot Grants – Diane Wessel, AICP Community Development Specialist from MSA Professional Services, Inc. has been working with the Village on funding for the Downtown Redevelopment Project. Two new grant opportunities, available annually through 2026 as part of the NEW Bi-Partisan Infrastructure Law, have been identified for projects that create connectivity within a community.

Planning Grant funding could be used to pay for the creation of a conceptual design for the downtown portion of Hwy 96, since the high traffic volume and differing elevations cause connectivity issues. The grant is split 80/20 with emphasis on awards ranging from \$100,000 - \$2,000,000. On a \$125,000 project, cost to the Village would be \$25,000.

A Construction Grant could be applied for in 2023 if a Planning Grant is awarded. The minimum grant award is \$5,000,000 with a 50/50 split, therefore requiring the total project cost to be at least \$10,000,000. However, the Village's 50% could potentially be offset by other federal grant awards. If the Village would choose to not apply for a Construction Grant, having a completed project design provides the basis for other funding sources.

The estimated contracted cost to hire MSA Professional Services, Inc. to apply for the Reconnecting Communities Pilot Planning Grant is \$10,000 and would be paid out of the 2022 Economic Development/Marketing Expense budget. The Village's 20% responsibility, for the conceptual design creation, would also be paid from here.

Cost to update the Village's zoning code, to accommodate the uniqueness of the downtown properties, has not been included in MSA's scope of work.

Room Tax Regulations – Draft of the NEW Chapter 12 Budget and Finances §12.9 Room Tax Regulations, of the Village of Wrightstown Municipal Code, was presented. This proposed ordinance establishes an 8% room tax for property owners furnishing rooms or lodging and specifies how collected funds will be allocated. 6% is to be forwarded to an entity that promotes tourism with the remaining 2% to be retained by the Village to cover administrative costs. Waiting on the county room tax commissions to determine the receiving tourism entities for both Brown County and Outagamie County. Once this information is received, NEW Chapter 12 Budget and Finances §12.9 Room Tax Regulations will be brought to public hearing and then presented to the Board of Trustees for action.

Chapter 102 Fees and Penalties of the Village of Wrightstown Municipal Code will also be updated to include fees and penalties as listed under sections (l) and (m) of Chapter 123 Licenses and Permits §123-2A Short Term Rental Properties.

Upon passage of NEW Chapter 12 Budget and Finances §12.9 Room Tax Regulations and the update to Chapter 102 Fees and Penalties, enforcement will begin.

Trustee Sue Byers read a letter of complaint that she received from a neighbor to the short term rental on Crestview Dr. and asked that the property owner be contacted to discuss the NEW short term rental regulations and to verify compliance. Administrator Travis Coenen will be reaching out.

I-41 Project – In-person and virtual informational meetings are being held regarding the 2024 I-41 Project running from Scheuring Road, in the Town of Lawrence, to Wisconsin Avenue in Appleton. The public is encouraged to attend and also visit the project website at www.i41project.wisconsin.gov.

New Act 55, recently passed, no longer allows the Department of Transportation to pay for aesthetic improvements to over/under passes as part of their highway upgrades. These costs are now the responsibility of the local municipalities that want them. Administrator Coenen is working with the communities affected by the 2024 project to determine what can be done to make sure that the new section of I-41 is consistent with the already existing enhanced sections running through the bordering communities.

Motion made by A Lundt with a second made by S Byer to close the Committee of the Whole meeting. **Motion carried.**

Meeting adjourned at 6:32 p.m.

Michelle Seidl

Clerk/Treasurer

Posted: 9/7/2022 SB