

## **VILLAGE OF WRIGHTSTOWN**

### **BOARD MEETING MINUTES**

The regular bi-monthly meeting of the Village Board of Trustees, of the Village of Wrightstown, was held at Wrightstown Village Hall, 352 High St., Wrightstown, WI, on **Tuesday, September 20, 2022.**

Roll Call: Present – Village President Dean Erickson; Trustee Sue Byers; Trustee Andy Lundt; Trustee Mark Leonard; Trustee Terry Schaeuble; 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; Assistant Fire Chief Ben Vosters; Police Chief Greg Deike; John Burchfield, Project Manager for LCC Telecom Services, Residents Julie Baniqued, Bill Tjoflat and Gordon T. Wilker, Jr.

**MINUTES** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the Tuesday, September 6, 2022 Village Board Meeting Minutes as submitted. **Motion carried.**

**VOUCHERS** – Motion made by S Byers with a second made by T Schaeuble to approve the vouchers, totaling \$131,989.76, from September 1, 2022 through September 14, 2022. **Motion carried.**

**SCHEDULED APPEARANCES:** None

#### **WALK INS:**

Resident Bill Tjoflat, 316 Spicewood Ct., expressed his appreciation for the efforts of the Village Board and staff to make the Village of Wrightstown a great place to live. He commended Officer Gary DeWinter for how he handled a scam attempt and how he was able to put their family at ease.

Resident Gordon T. Wilker Jr., 3869 CTY U, addressed the Board and requested that body cameras be purchased for Village Police Officers, if they were not already in use. He also asked that meeting recordings be accessible for review by Village residents/businesses.

Chief Deike responded that Village officers currently wear body cams.

Administrator Coenen noted that meeting agendas and minutes are posted to the Village website and that there is a link to a “Notify Me” group, for all upcoming meeting agendas to be directly emailed, on the Village website at [www.wrightstown.us](http://www.wrightstown.us). Audio recordings can also be requested by emailing Clerk/Treasurer Michelle Seidl at [mseidl@wrightstown.us](mailto:mseidl@wrightstown.us).

The above information will be added to the September 2022 resident newsletter as a reminder.

**CORRESPONDENCE:** Thank You received from Kickin’ It with the Cows recognizing the Village’s participation. \$25,000 was raised for St. Jude!

#### **ADMINISTRATOR’S REPORT:**

- §123-2A Short Term Rental Properties, §12-9 Room Tax Regulations for Brown and Outagamie counties and corresponding short term rental application updates will be completed and sent to General Code for review prior to presenting to the Village Board for final approval on October 4<sup>th</sup>.

- Fall Festival is Saturday, October 1<sup>st</sup> in the downtown scenic overlook. A display will be set up to present and gather input on the 2022 Comprehensive Outdoor Recreation Plan. Volunteers are still needed for anyone interested!
- 2023 budget discussions will begin in October.
- 2022 evaluations to go out to Department Heads this week.

## COMMITTEE REPORTS

### FINANCE/PERSONNEL

- **2023 Police Squad Leases** - Motion made by S Byers with a second made by A Lundt to authorize the preorder of (2) two police squads, to lease and take possession of in 2023.

Request was made by Trustee Mark Leonard to table the decision to allow him time to review actual current vehicle costs and estimated trade in numbers.

Revised motion made by S Byers with a second made by T Schaeuble to table the decision until the October 4, 2022 Village Board Meeting.

Trustee Dan Segerstrom asked for an immediate discussion on causes of concern, for transparency purposes, since all board members were in attendance.

Trustee Leonard responded that he would like to verify values provided on the budget spreadsheet. Also, since there seems to be no additional maintenance costs associated with having to keep the 2019 Dodge Charger for an extra year, due to supply issues, it may be worth looking into rotating Village squads on a four year basis, rather than a three, to save on costs.

Chief Deike expressed his concern about extending the rotation and the very real possibility that further extensions could be requested in the future.

If the Village's leased vehicles continue to perform with little to no additional expenses during the extended year, the potential annual savings would be one lease payment of approximately \$15,000.

#### **Motion carried.**

- **Lock Rd - CTH U Storm Sewer, Golf Course Dr. Storm Sewer and WPS Pond Change Order #2** – Change order #2 is for extra granular backfill that was needed for to the Highway 96 crossing. This was a DOT determination made after the original permits were issued. Extra concrete and fabric was also used to properly secure the crossing on County U, near Broadway St. Motion made by S Byers with a second made by T Schaeuble to approve the Lock Rd - CTH U Storm Sewer, Golf Course Dr. Storm Sewer and WPS Pond Change Order #2, under Contract No. W0014-09-20-00749, for \$69,690.25. Call of roll: 7 yes votes. **Motion carried.**
- **Kruczek Construction Application for Payment No. 4** - Motion made by S Byers with a second made by D Segerstrom to approve the Application for Payment No. 4, to Kruczek Construction under Contract W0014-09-20-00749, for \$535,496.24, for work on the Village of Wrightstown Lock Rd., CTH U, Golf Course Dr. Storm Sewer and Pond Project, through August 22, 2022. Call of roll: 7 yes votes. **Motion carried.** Project costs are currently under the budget estimate and received ARPA funds of \$367,177.30 will be applied toward this payment. Substantial project completion date is October 31, 2022.

- **McMahon Engineers/Architects Invoice #927811** - Motion made by S Byers with a second made by D Segerstrom to approve Invoice #927811 from McMahon Engineers/Architects, for \$16,677.15, for professional services from July 3, 2022 through July 30, 2022 on the Area 3 Storm Sewer and Pond Project. Call of roll: 7 yes votes. **Motion carried.**

## **PARKS, RECREATION AND REGIONAL PLANNING**

- **Wrightstown School District CSM Review** – Motion made by T Schaeuble with a second made by S Byers to approve the Wrightstown School District combining CSM for 351 High Street, Parcels VW-83, VW-87, VW-88, VW-92, VW-93-1, VW-94-1, VW-94-2, VW-11, VW-13-1 and VW-772, Village of Wrightstown. Lots were combined into 2 parcels. **Motion carried.**
- **Village of Wrightstown Site Plan** – Motion made by T Schaeuble with a second made by S Byers to approve the Village of Wrightstown Site Plan for 445 Golf Course Drive, Parcel 300015600. **Motion carried.**
- **The Links at Royal St. Patrick's Final Plat Review** - Motion made by T Schaeuble with a second made by D Segerstrom to approve the final plat review for The Links at Royal St. Patrick's, 800 Block of County Rd. U, Parcels 300000103 and 300000105, Village of Wrightstown. Plat plans were approved through the Planning Commission and all reciprocal agreements for the driveways are in place. **Motion carried.**
- **NEW Operator License Applications** - Motion made by T Schaeuble with a second made by D Segerstrom to approve the NEW Operator License Applications for:
  - Halie A. Bien, 4026 Towne Lakes Circle, Apt 2208, Appleton, WI 54913, for Royal St. Patrick's Golf Links
  - Ariel V. Sandoval, 2570 Woodale Ave., Green Bay, WI 54313, for Wrightstown Nauti River Inn**Motion carried.**

## **PUBLIC SAFETY**

- **Fire Department**
  - Staff completed hose testing in house rather than contracting it out. Doing so saved approximately \$7,000 - \$8,000.
  - Weekend weather for the Open House was great. There was good attendance by community families!
- **Police Department**
  - Welcome NEW Police Clerk Leona Hermesen, who started with the Village on Wednesday, September 7<sup>th</sup>! Leona's hours are Monday – Thursday from 8:00 a.m. – 3:00 p.m. and 8:00 a.m. – 12:00 on Fridays! Stop in and introduce yourself so she can get to know you!
  - Officers will be at Culver's on Scheuring Rd. from 11:00 a.m. – 2:00 p.m. and 4:00 p.m. – 7:00 p.m. tomorrow. They will be promoting the 2022 Christmas campaign.

## **PUBLIC WORKS & UTILITIES**

- Waiting on final processors for PLC work that is needed

- Fall Festival is October 1<sup>st</sup> from 10:00 a.m. – 3:00 p.m. Come on down to check out the car show, face painting by Wrightstown Dance Team, vendors and the music!

### **CLOSED SESSION**

Motion made by A Lundt with a second made by S Byers to proceed into **CLOSED SESSION**, pursuant to Wisconsin State Statute **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:

- **Economic Development – Development Negotiations**

and Wisconsin State Statute **19.85(1)(g)** Conferring with legal counsel for the governmental body which is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved

- **Village of Greenleaf Incorporation**

Call of roll: 7 yes votes. **Motion carried.**

### **OPEN SESSION**

Motion made by A Lundt with a second made by K Wendlandt to reconvene into open session. Call of roll: 5 yes votes. **Motion carried.**

**No action taken as a result of the closed session.**

**ADJOURN** – Motion made by S Byers with a second made by K Wendlandt to adjourn the meeting. **Motion carried.**

Michelle Seidl

Clerk/Treasurer

*Posted: 10/5/2022 MS*