

**VILLAGE OF WRIGHTSTOWN**  
**JOINT PUBLIC HEARING MINUTES**  
**PLAN COMMISSION AND VILLAGE BOARD OF TRUSTEE**

A JOINT Public Hearing of the Village of Wrightstown Plan Commission and Board of Trustees was held on **Tuesday, October 18, 2022** at 6:03 p.m., at Wrightstown Village Hall, 352 High St., Wrightstown, WI 54180, for the purpose of hearing from all persons and/or their agents on the 2022 Village of Wrightstown Comprehensive Outdoor Recreation Plan.

Roll Call: Present – Village President Dean Erickson; Trustee Sue Byers; Trustee Andy Lundt; Trustee Mark Leonard; Planning Commission Members/Trustees: Terry Schaeuble, Dan Segerstrom, and Keith Wendlandt; Planning Commission Members Bob Fandrey, Gary Kaster, Pat Kiehl and Ryan Macario

Also present: Brian Roebke (Wrightstown Spirit); Administrator Travis Coenen; Public Works Director Andy Vickman; Clerk/Treasurer Michelle Seidl; Deputy Clerk/Treasurer Patti Leitermann; Fire Chief Mike Schampers; Assistant Fire Chief Ben Vosters; Fire Inspector Nathan Helbing; Police Chief Greg Deike; Planner Benjamin LaCount; Ben Rohr from VandeWalle & Associates, Inc.; and Dan Schultz from Pierce Manufacturing, Inc. (Fire Apparatus & Equipment).

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

Plan Commission Member B Fandrey made a motion to postpone the public hearing since the posted notice indicated that the DRAFT 2022 Comprehensive Outdoor Recreation Plan would be available for review on the Village website, and this had not been done. Trustee D Segerstrom seconded that motion. **Motion carried.**

Motion made by Trustee S Byers to table the JOINT Public Hearing on the DRAFT 2022 Comprehensive Outdoor Recreation Plan until Tuesday, November 1, 2022, following the Committee of the Whole Meeting at 6:00 p.m., to allow for the DRAFT 2022 Comprehensive Outdoor Recreation Plan to be posted to the Village website for public review and the November 1, 2022 meeting to be posted. Second was made by Trustee A Lundt. **Motion carried.**

The DRAFT 2022 Comprehensive Outdoor Recreation Plan was displayed during the Fall Fest in the Village's Downtown District on Saturday October 1<sup>st</sup>.

**VILLAGE OF WRIGHTSTOWN**  
**VILLAGE BOARD**

A motion was made by Trustee A Lundt with a second made by Trustee D Segerstrom to open the regular bi-monthly meeting of the Village Board, of the Village of Wrightstown. The meeting convened at 6:16 p.m.

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; Deputy Clerk/Treasurer Patti Leitermann;

Fire Chief Mike Schampers; Assistant Fire Chief Ben Vosters; Fire Inspector Nathan Helbing; Police Chief Greg Deike and Dan Schultz from Pierce Manufacturing, Inc. (Fire Apparatus & Equipment).

**MINUTES** – Motion made by Trustee A Lundt with a second made by Trustee S Byers to approve the Tuesday, October 4, 2022 Village Board Meeting Minutes as submitted. **Motion carried.**

**VOUCHERS** – Motion made by Trustee S Byers with a second made by Trustee T Schaeuble to approve the vouchers, totaling \$182,927.40, from September 29, 2022 through October 12, 2022. **Motion carried.**

**SCHEDULED APPEARANCES:** None

**WALK INS:** None

**CORRESPONDENCE:**

- October 6, 2022 email from resident Jeff Moureau, requested that the Village Board consider additional police coverage.
- Press release from Governor Tony Evers Office received, awarding the Village of Wrightstown a Transportation Economic Assistance Grant, along with Congratulations from Toni Herkert, Government Affairs Director from the League of Wisconsin Municipalities.

**ADMINISTRATOR’S REPORT:**

- Final documentation for TEA Grant is being completed so bids can be requested for the Alliance Rail Project. Request for bids for the Drexel Rail Pproject is being pushed back since a FRIIP (Freight Railroad Infrastructure Improvement Program) grant is being applied for to assist with funding.
- 2022 Christmas Parade is scheduled for Saturday, December 3<sup>rd</sup>. The theme is Winter Nights & Christmas Lights. Invites are to go out this week.
- 2022 Bingo Bash is scheduled for Tuesday, November 22<sup>nd</sup>...spread the word!
- Finalizing the Short Term Rental Properties and Room Tax ordinances to include new Fees and Penalties for Chapter 102, and supporting applications, now that General Code has reviewed and provided suggested edits. Public Hearing and Action Item will be on the November 1<sup>st</sup> agenda.
- Comprehensive Outdoor Recreation Plan was displayed during the Fall Festival by Ben Rohr from VandeWalle & Associates, Inc. Suggestions received that day, along with suggestions from the CORP Committee, were included in the final draft.
- Work continues on the 2023 Budget. Administrator Coenen asked the Board of Trustees if they would like to have budget workshops scheduled in advance of the first budget presentation in October each year due to a request by Trustee Mark Leonard to do so.

Trustee Keith Wendlandt acknowledged the great job done on the wreaths created for the Ribbon of Hope Team Event on October 11<sup>th</sup>!

**COMMITTEE REPORTS**

**FINANCE/PERSONNEL**

- **Pierce Impel Pumper Preorder** - Motion made by Trustee S Byers with a second made by Trustee T Schaeuble to approve the preorder of a Pierce Impel Pumper, not to exceed \$807,869, for delivery late in 2025. Proposal from Pierce Manufacturing, Inc. (*Fire Apparatus & Equipment, Inc.*) was presented with three payment options. Administrator Coenen recommended Payment Option #2, which calls for a payment of \$395,209 to be paid upon completion of the chassis, approximately 120 days prior to vehicle delivery. Balance due would then be \$401,304. This option is \$11,356 less than the no prepayment option, Option #3. If the purchase is made through Sourcewell Consortium, an additional discount of \$5,146 could be deducted, leaving the total final price at \$791,367. Pricing must be locked in prior to November 1, 2022 to block a \$5,250 scheduled price hike. The estimated annual increase, to consider Option #3, is estimated to be 6%-7%. Custom Fire was the only other manufacturer willing to bid, but unlike Pierce Manufacturing, Inc., they do not allow price locking. Delivery through Custom Fire is about 12 months.

Trustee Mark Leonard asked if it would be viable to have the current Village vehicle refurbished to potentially double its life.

Dan Schultz from Pierce Manufacturing, Inc. (*Fire Apparatus & Equipment, Inc.*) responded that because technology is changing so fast, the NFPA, which establishes the required safety standards, only allows for a 35-year maximum life. Refurbishing to only get 10 additional years would not be cost effective. EPA emissions regulations and availability of parts would also need to be taken into consideration when running an older model truck.

Cost to add a stainless steel body is an additional \$8,000 - \$12,000 and will extend the paint warranty 2 years. The truck cab would remain aluminum, as that is the only available option. Current funds in the Fire Equipment Repair & Replacement Account can be used, if necessary, to cover needed extras such as brackets or lettering.

Replacement of the pumper is scheduled for 2025 in the Village's capital improvement plan.

Motion amended by Trustee S Byers to approve the preorder of a Pierce Impel Pumper, using Payment Option #2, through Sourcewell Consortium. Motion was seconded by Trustee A Lundt. Call of roll: 7 yes votes. **Motion carried.**

Due to the preorder deadline date for the quoted pricing, the Village is not a good candidate for grant funding.

- **McMahon Engineering Architects Invoice #928189** - Motion made by Trustee S Byers with a second made by Trustee A Lundt to approve McMahon Engineering Architects Invoice #928189 for \$19,917.30 for Area 3 Storm Sewer and Pond Project from July 31, 2022 through September 3, 2022. Call of roll: 7 yes votes. **Motion carried.**

Request made by Administrator Travis Coenen to move up Public Safety on the agenda so the information in the Police Department report can be included in the 2023 General Fund Budget discussion.

Motion made by Trustee A Lundt with a second made by Trustee S Byers to move Public Safety next. **Motion carried.**

## **PUBLIC SAFETY**

- **Police Department** – Outline, detailing current police department staffing, values, mission, motto, vision and responsibilities, was shared. Highlights of the report include:
  - The recent implementation of a three-year equipment and squad replacement rotation.
  - The implementation of, and participation in, programs new to the community such as Coffee with a Cop and Neighborhood Watch.
  - Statistics showing an increased population of 3,250 (*per the Wisconsin Department of Administration in October of 2022*) spread over 4 square miles.
  - Statistics showing population data of surrounding communities totaling 248,671, not including town populations.
  - Measurements showing that approximately 52,000 vehicles a day are traveling on I-41 which is increasing traffic within the Village borders due to jobs, schooling and transient activities.
  - Reports detailing increased criminal activity as a result of the higher traffic and population.
  - Projections anticipating the population to exceed 5,000 by 2030 due to new development within Village limits.
  - Review of State Statutes requiring full time police coverage once population reaches 5,000 residents.
  - Estimates showing Midwest Regions should have 2.9 officers staffed for every 1,000 in population to adequately serve their communities. Village of Wrightstown is currently staffed at 1.7 for every 1,000.
  - Reports showing that the Village of Wrightstown is the only city or village in a 50-mile radius, with a population over 3,000 people, that does not have a full time police department.
  - History of investigations handled by the Wrightstown Police Department and the small number turned over to Madison due to the volume of man hours required.
  - Review of types of calls currently being responded to in the Village of Wrightstown and in surrounding municipalities.

Information provided shows the necessity of adding officers and working toward 24-hour coverage.

- **Fire Department**
  - Trustee S Byers noted the job well done, by Fire Department Staff, in getting quoted pumper pricing so the early preorder discounts can be taken advantage of!

Motion made by Trustee A Lundt with a second made by Trustee S Byers to return to Finance/Personnel. **Motion carried.**

## **FINANCE/PERSONNEL**

- **DRAFT 2023 General Fund Budget**  
(*Budget information provided does not include levy information for Brown/Outagamie Counties and the Technical Colleges since that information has not yet been received*)

Summary of increases and decreases, by budget line was reviewed. Total General Fund estimated budget expenditures for 2023, as shown, total \$3,266,038.13. This is a decrease of \$107,459.41 from 2022. The corresponding levy amount needed to fund, is \$ \$2,437,893.56, which would allow for the Village's mill rate for Brown County residents to remain unchanged at \$9.04/thousand. An increase of \$0.20/thousand would be incurred for Outagamie County residents.

Three other levy possibilities were shared:

- Taking the allowable 9.7% increase in expenditures to still qualify for a 2024 Expenditure Restraint Program
  - Levy Amount: \$2,762,228.19
  - Impact on Brown County Residents: \$1.20 increase/thousand
  - Impact on Outagamie County Residents: \$1.32 increase/thousand
- No change in levy from last year
  - Levy Amount: \$2,330,371.76
  - Impact on Brown County Residents: \$0.40 decrease/thousand
  - Impact on Outagamie County Residents: \$0.19 decrease/thousand
- Adjust levy so there is a \$0-dollar increase for Outagamie County residents
  - Levy Amount: \$2,383,675.73
  - Impact on Brown County Residents: \$0.20 decrease/thousand

The levy amount received from Wrightstown Community School District is \$2,737,318.19 for Brown County, which is an increase of \$257,966.76 from 2021 and \$350,200.67 for Outagamie County, which is an increase of \$41,562.28. The mill rate impact from just Wrightstown Community School District is:

- +\$0.63/thousand for Brown County Residents
- +\$0.82/thousand for Outagamie County Residents

Historically, Village mill rates have stayed fairly consistent since 2017.

**PARKS, RECREATION AND REGIONAL PLANNING**

- **Country Visions Cooperative Site Plan Review** – Motion made by Trustee T Schaeuble with a second made by Trustee D Segerstrom to approve the site plan for Country Visions Cooperative, 359 County Road U, Parcel 300010502, Village of Wrightstown. There is no Developers Agreement for this project. **Motion carried.**
- **NEW Operator License Applications** – Motion made by Trustee T Schaeuble with a second made by Trustee S Byers to approve the following NEW Operator License Applications:
  - Kimberly A. Colwell, State Highway 57, De Pere, WI 54115, for Wrightstop BP
  - Sean C. Colwell, 4859 State Highway 57, De Pere, WI 54115, for Wrightstop BP
  - Chelsea M. Verhagen, N3938 State Hwy 55, Freedom, WI 54130, for Lucky's Pub & Grill
- **Resolution 10182022A Adopting the 2022 Comprehensive Outdoor Recreation Plan** – Motion made by T Schaeuble with a second made by S Byers to table the adoption of

Resolution 10182022A until the November 1, 2022 Board Meeting to allow for posting of the plan on the Village website. **Motion carried.**

- **Connect Communities Program** – Motion made by Trustee T Schaeuble with a second made by Trustee S Byers to approve the Village's participation in the Connect Communities Program through the WEDC, for an annual commitment of \$200. This membership allows the Village to apply for available revitalization grant funding for the downtown development. **Motion carried.**

### **PUBLIC WORKS & UTILITIES**

- 3 PLC upgrades have now been installed at the Wastewater Treatment Plant, however, the panel views were found to not be compatible with them. Unfortunately, this was overlooked by the provider and not included in the project quote. Cost to allow the panel views to be seen is \$15,400 including a 15% discount. This makes the total project cost approximately \$118,000 and will be funded from the Sewer Equipment Replacement Account. Sewer Equipment Replacement Fund balance is currently \$208,655.
- 2022 Ford 150 that was approved as part of the 2022 budget, and ordered, is no longer able to be delivered since Ford has discontinued manufacturing all 2022 vehicles. Because a 33% payment was put down upon order, and the Village does not want to pay the additional cost of \$18,371 for a 2023, Attorney Bob Gagan will be pursuing litigation.

**ADJOURN** – Motion made by Trustee S Byers with a second made by Trustee A Lundt to adjourn the meeting at 8:21 p.m. **Motion carried.**

Michelle Seidl

Clerk/Treasurer

*Posted: 11/02/2022 MS*