

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, February 7, 2023**, and convened at 6:01 p.m., at the conclusion of the Committee of the Whole meeting.

Roll Call: Present – Village President Dean Erickson and Trustees Sue Byers, Mark Leonard, Andy Lundt, Terry Schaeuble and Dan Segerstrom.

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; Residents Tony Decker, Brad Sigmund, Julie Sigmund

UTILITY COMMISSION MONTHLY MEETING

Motion made by Trustee A Lundt with a second made by Trustee D Segerstrom to open the February 2023 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Tower inspections, done by utility staff, should be completed this month.
- Hydrant leak was found on Laura Ct. Now that the repairs have been completed, pumpage has gone down by 15,000 gallons per day.
- Working on Private Water System Maintenance Agreement Ordinance which will allow the Village to access private property to complete hydrant repairs, leak inspections, valve maintenance and system flushing and then charge a small fee for the service. Draft to be presented to the Village Board in the coming weeks.
- Tier II Emergency Management Reporting was completed in January.
- Draft resolution created for the abandonment of Well #2, on Pine St. Suggestion is to abandon since the well sediment levels are high and water quantity is low. Currently, this well is being maintained as an emergency backup only and costs approximately \$4,000 annually to keep in service. However, the 5 year required rehab, due this year, will cost \$25,000 vs. \$22,000 to just abandon. The resolution will be moved on later in the board meeting. Well #4 will be the new emergency backup.

SEWER UTILITY

- Land Application Reports, for sludge handling, have been completed for 2022.
- Results of the annual Lab Proficiency Testing have been received. Kudos to Brent Bouchonville ... BOD, suspended solids and total phosphorus tests passed on the first round!
- Report for televising 20,000 ft. of sanitary main in 2022 received. A few issue will be addressed in the spring with manhole repairs on Debra St. being completed as part of the Debra Street Upgrade project in 2024.

- DNR (Department of Natural Resources) 3-year audit was completed in January. Only a few suggestions, pertaining to quality control, were noted.
- 2022 Wastewater Treatment Plant Discharge Numbers were provided for review and came in well under our 10% discharge design flow limit of 440,000 gal./day as daily average was 229,000 gallons. Attention to Village's I/I numbers keeps allowable capacity high.

Motion made by Trustee A Lundt with a second made by Trustee S Byers to close the February 2023 Utility Meeting. **Motion carried.**

PUBLIC HEARING

Floodplain Zoning Ordinance – Motion made by Trustee A Lundt with a second made by Trustee D Segerstrom to postpone the Public Hearing, to hear from persons and/or their agents on the amendment to the Floodplain Zoning Ordinance for the Village of Wrightstown, to Tuesday, March 7, 2023 due to error in publishing by the Times Villager. **Motion carried.**

REGULAR SESSION

MINUTES – Motion made by Trustee A Lundt with a second made by Trustee S Byers to approve the Tuesday, January 17, 2023 Village Board Meeting Minutes. **Motion carried.**

VOUCHERS – Motion made by Trustee S Byers with a second made by Trustee T Schaeuble to approve the vouchers, totaling \$353,288.78, from January 12, 2023 through February 1, 2023. **Motion carried.**

SCHEDULED APPEARANCES: Jonathan Peterson and Tim Heinrich, from Nicolet Bank, presented the advantages of moving the General Fund Money Market, Fire Department Replacement Account and Sewer Equipment Repair and Replacement Account to Nicolet Bank, from Bank First (Denmark State Bank), due to a current higher interest rate of 2.5% and a revenue increase of \$8,000+ annually (based on current account balances). The closest branch is conveniently located on Scheuring Rd. in De Pere. Jonathan is a Village resident and part of Wrightstown Area Business & Community Alliance.

WALK INS: None

CORRESPONDENCE: None

ADMINISTRATOR'S REPORT:

- Continuing to work on NEW development projects.
- Economic Development Association reached out as a result of Village's prior denied rail grant application to inform the Village of possible new funding opportunities.
- Low interest rate loans and new grant possibilities, through the Department of Transportation and FRIIP (Freight Railroad Infrastructure Improvement Program), are being investigated to assist with funding the current rail projects.
- Wrapping up 2023 event schedule for release to the public. Last band for the music series was booked today. Magnets and advertising to be printed to help increase attendance.
- Met with department heads and Jon Cameron from Ehlers to start on the borrowing for 2023 capital projects. Goal is for the bond sale to be in March.

CLERK TREASURER'S REPORT:

- 2022 interim audit was on Thursday, January 4th. Final audit will be next week, February 13-17th.
- Submission for receipt of the final \$80,000 NRDA Grant Funding, for the 2020 Mueller Park Project, was completed on Friday, January 27th, 2023 with Gayle Lindenberg at Robert E. Lee & Associates, Inc.
- Grace period for 2022 half or full tax payments was today. Tomorrow, interest and penalties will be added on all outstanding balances and delinquent tax collections will begin by Brown and Outagamie Counties.
- Early voting, held in the Clerk/Treasurer's Office for the February 21st Spring Primary, started today.

COMMITTEE REPORTS

FINANCE/PERSONNEL

- **Bank First (Denmark State Bank) to Nicolet Bank** – Motion made by Trustee S Byers with a second made by Trustee T Schaeuble to approve moving the Sewer Equipment Repair & Replacement Account, Fire Department Equipment Replacement Account and General Fund Money Market from Bank First (Denmark State Bank), to Nicolet Bank, due to a current interest rate of 2.5%. **Motion carried.**
- **Trustee Appointment** – Motion made by Trustee S Byers with a second made by Trustee T Schaeuble to approve the appointment of Julie Sigmund to the Board of Trustees, by Village President Dean J. Erickson, to replace the retired Trustee Keith Wendlandt. Candidate Julie Sigmund thanked the Village Board for the nomination and indicated that she has a lot to learn but promised to do her homework and ask questions to quickly come up to speed on everything currently going on. Candidate Tony Decker noted that he felt honored to be considered for the open position. Call of roll: 6 yes votes. **Motion carried.**
- **Fire Department Member Application** – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve the application from Addison B. DeWinter, to join the Wrightstown Fire Department, effective today, February 7, 2023. **Motion carried.**
- **Certificate for Payment No. 8 - Kruczek Construction** – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve Certificate for Payment No. 8 for Kruczek Construction, Inc., for \$29,359.40, for payment on work completed through December 28, 2022 on the Lock Rd – CTH U Storm Sewer, Golf Course Dr. Storm Sewer and WPS Pond Project and on Kruczek Construction, Inc. direct invoice for \$8,800 for extra project expenses. Call of roll: 6 yes votes. **Motion carried.**
- **W-176 Land Purchase** - Motion made by Trustee S Byers with a second made by Trustee T Schaeuble to table the action on the purchase of 4 acres, (part) of Town of Wrightstown parcel W-176 owned by Nathan & Janelle Sprangers, for the extension of Poplar St. Item being tabled so corrections can be made to the offer paperwork and CSM can be approved. **Motion carried.**
- **Great Lakes TV Seal, Inc. Invoice No. 21905** - Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve Great Lakes TV Seal, Inc. Invoice No. 21905, for \$27,198.82, for 2022 Sanitary Sewer Cleaning and Inspection. Project and costs budgeted in 2022 and invoice is dated 2022. Invoice is higher than projected due to work done

in Royal St. Pat's as part of Midwest Expansion's punch list. The extra costs are being billed to Midwest for reimbursement to the Village. Call of roll: 6 yes votes. **Motion carried.**

- **Energenecs Invoice No. 0045271-IN** - Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve Energenecs Invoice 0045271-IN, for \$42,500.00, for installation of new radios, antennas and PLCs at Lift Stations, Well & Tower. 2022 approved project. Costs are \$2,500 over budget due to unanticipated antennae replacement at the lift station. Costs to be paid out of the Sewer Equipment Repair and Replacement account. Call of roll: 6 yes votes. **Motion carried.**
- **Midwest Expansion, LLP (half) Development Incentive Payment** - Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve the 2023 (2022 tax year) (*half*) development incentive payment of \$63,652.07, to Midwest Expansion, LLP, for NEWLY created increment on Village of Wrightstown (Brown County) parcels VW-380, VW-380-1 and VW-380-2. Half incentive payment paid since only first half of taxes owed was paid. Call of roll: 6 yes votes. **Motion carried.**
- **Steak Dinner Properties, LLC (Custom Offsets) (half) Development Incentive Payment** - Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve the 2023 (2022 tax year) (*half*) development incentive payment of \$65,370.00, to Steak Dinner Properties, LLC (Custom Offsets), for improvements to Village of Wrightstown parcels VW-189-4 (Brown County) and 300010400 (Outagamie County). Call of roll: 6 yes votes. **Motion carried.**
- **Wrightstown Golf Course, LLC (half) Development Incentive Payment** - Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve the 2023 (2022 tax year) (*half*) development incentive payment of \$23,977.06, to Wrightstown Golf Course, LLC, for improvements to Village of Wrightstown (Outagamie County) parcel 300000300, now divided into 300000301-300000378. Call of roll: 6 yes votes. **Motion carried.**

PARKS, RECREATION AND REGIONAL PLANNING

- **Reminder:** Committee of the Whole & Village Board Meeting changed to Wednesday, February 22, 2023 due to Spring Primary on Tuesday, February 21, 2023.
- **Resolution 02072023 – Abandonment of Well #2** – Motion made by Trustee T Schaeuble with a second made by Trustee S Byers to approve Resolution 02072023 to abandon Well #2. **Motion carried.**
- **Ordinance Amendment 02072023 - Floodplain Zoning** - Motion made by Trustee T Schaeuble with a second made by Trustee S Byers to postpone the ordinance repealing Chapter 204 Floodplain Zoning and replacing with Chapter 204 Floodplain Zoning Ordinance, for the Village of Wrightstown, Wisconsin, until Tuesday, March 7, 2023 due to an error in publishing by the Times Villager. **Motion carried.**
- **2023 Schedule of Events** – Motion made by Trustee T Schaeuble with a second made by Trustee A Lundt to approve the 2023 Schedule of Events as presented. Document will be posted on the Village website with links to the individual websites for the bands and happenings. The Wrightstown Spirit will help promote by advertising in the newspaper and on local morning shows. Thank you to area business for the generous contributions that help make these communities events happen! Monetary contributions, volunteer help and concession sales are welcome! National Art Society will be creating “Food Truck Displays” for organizations to fundraise through food sales. **Motion carried.**

PUBLIC SAFETY

- **Fire Department**
 - Increase in CO Alarm calls due to colder weather.
 - Mass incident training will be held at the school at the end of February.
 - Hands on training will be hosted in March. Rescue & EMS staff from surrounding Outagamie County municipalities will be in attendance for learning purposes.
 - Fire Volunteers Tim Gussert and Tom Schreurers recently celebrated 40 years of service with the Wrightstown Fire Department!

- **Police Department**
 - Although Chief Deike was not in attendance at the meeting, he asked that Chair Andy Lundt share that a background check is currently in process for the full time officer candidate that was extended an offer and that 30 individuals attended the last Coffee with A Cop. Presentation was given by Brown County K-9 Unit.

PUBLIC WORKS & UTILITIES

- January was a busy month! 100th ton of salt, out of the 170 contracted for, was just ordered.
- Clearing and grubbing a ditch line in Royal St. Pat's subdivision, off of Kerrigan Dr. This will allow water to flow freely once the thaw starts. The next step will be to look into dredging of some sort to assist even further.

CLOSED SESSION

Motion made by Trustee A Lundt with a second made by Trustee D Segerstrom 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**

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

Trustees A Lundt and D Segerstrom left prior to the end of the closed session.

OPEN SESSION

Motion made by Trustee S Byers with a second made by Trustee T Schaeuble to reconvene into open session. Call of roll: 4 yes votes. **Motion carried.**

NO ACTION TAKEN AS A RESULT OF THE CLOSED SESSION

ADJOURN – Motion made by Trustee S Byers with a second made by Trustee T Schaeuble to adjourn the meeting at 6:55 p.m. **Motion carried.**

Michelle Seidl

Clerk/Treasurer

Posted: 02/22/2023 MS