

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, March 21, 2023**, following the Committee of the Whole meeting.

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

Also present: Brian Roebke (Wrightstown Spirit); Administrator Travis Coenen; Public Works Director Andy Vickman; Clerk/Treasurer Michelle Seidl; Assistant Fire Chief Ben Vosters; Fire Inspector Nathan Helbing; Police Chief Greg Deike; Senior Municipal Financial Advisor Jon Cameron, from Ehlers

Motion made by Trustee A Lundt with a second made by Trustee S Byers to open the Village Board Meeting at 7:11 p.m. **Motion carried.**

Motion made by Trustee A Lundt with a second made by Trustee D Segerstrom to move the Spring 2023 borrowing items up next on the agenda. **Motion carried.**

SCHEDULED APPEARANCES: Jon Cameron, Senior Municipal Advisor from Ehlers, presented the Presale Report for the 2023A General Obligation Corporate Purpose Bonding. Because this debt will be paid back over a period of more than 10 years, it will be issued in the form of bonds rather than notes. Resolutions will be adopted based on the following purposes: streets, water, public works garage, rail improvements and park projects. A final resolution will then be presented for adoption on the whole bond amount of \$2,580,000, as required and will authorize Ehlers to cause the sale to occur. This falls within the Village’s General Obligation bonding authority to borrow no more than 5% of a municipality’s total equalized value. Including the new bonding, 71% of the Village’s debt limit will be utilized, with the expectation of being down in the 60% range at year end, after all 2023 principal payments have been made and the new-year equalized values have been calculated.

The first principal payment will be due on May 1, 2024 with future principal payments paid annually running through 2043. Interest will be payable every six months, beginning May 1, 2024. With a call feature included, the Village will have the ability to prepay or pay in full after May 1, 2031.

The bond sale will be conducted on the morning of April 18th with the results of the bids to be presented at the Village Board Meeting that evening.

Quarles & Brady, LLP will act as bond council for the sale and Bond Trust Service will be the bond paying agent.

The breakdown of payments, by purpose, was presented. Jon Cameron noted that repayment of the borrowed funds for the rail project are to be amortized over the remaining life of TID #3, rather than 20 years.

Because majority of the borrowing is abated by sources such as TID 3, the water utility, etc...only an additional payment of \$53,000 (*approx.*) will be required from the tax levy for 2023. The new debt is to be structured around the payoff of existing debt to keep the Village’ mill rate as stable as possible.

Currently, a home valued at \$325,000 pays \$422 in taxes annually for existing debt. The new issuance will increase this to \$458.

The current trend in bond rates shows that over the last 2+ weeks, rates have dropped related to recent bank collapses in the United States and in Europe.

Motion made by Trustee A Lundt with a second made by Trustee S Byers to resume the order of the agenda as printed. **Motion carried.**

MINUTES – Motion made by Trustee A Lundt with a second made by Trustee J Sigmund to approve the Tuesday, March 7, 2023 Village Board Meeting Minutes, as submitted. **Motion carried.**

VOUCHERS – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve the vouchers from March 2, 2023 through March 15, 2023 totaling \$67,178.24. **Motion carried.**

WALK INS: None

CORRESPONDENCE: None

ADMINISTRATOR’S REPORT:

- Met with MM Cold Storage and their legal team regarding modifications to their building to meet State of Wisconsin fire code regulations. A contract with a sprinkler company has been signed and a design plan has been submitted to the state for approval. In the meantime, inventory is being moved to bring the stacked height down under 12’. Bi-weekly updates have been requested. Administrator Coenen is working with the owner of MM Cold Storage on the additional list of items from their site plan that have not yet been completed.

COMMITTEE REPORTS

FINANCE/PERSONNEL

- **2023 Village of Wrightstown Capital Budget** - Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve the 2023 Capital Budget totaling \$2,500,000 for the following projects:
 - Poplar Street – Mill and resurface from Broadway St. to the end of Poplar. \$330,000
 - Plum Road – 900’ of Trail Improvements \$356,000
 - WI Hwy 96 – from roundabout to end of Village limit. (Cost share with WI DOT) \$70,000
 - Drexel Rail Spur – (TEA Grant Match with potential reduction with EDA Grant funding) \$1,000,000
 - Well #2 Abandonment - \$22,000
 - Well #4 Rehab - \$22,000
 - Purchase of Property and Rehab of DPW Garage - \$700,000**Motion carried.**
- **Initial Resolution 03212023A Authorizing \$415,000 General Obligation Bonds** – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve Initial

Resolution 03212023A Authorizing \$415,000 General Obligation Bonds for Street Improvement Projects. Call of roll: 6 yes votes. **Motion carried.**

- **Initial Resolution 03212023B Authorizing \$45,000 General Obligation Bonds** – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve Initial Resolution 03212023B Authorizing \$45,000 General Obligation Bonds for Water System Projects. Call of roll: 6 yes votes. **Motion carried.**
- **Initial Resolution 03212023C Authorizing \$725,000 General Obligation Bonds** – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve Initial Resolution 03212023C Authorizing \$725,000 General Obligation Bonds for a Building for the Housing of Machinery and Equipment. Call of roll: 6 yes votes. **Motion carried.**
- **Initial Resolution 03212023D Authorizing \$1,030,000 General Obligation Bonds** – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve Initial Resolution 03212023D Authorizing \$1,030,000 General Obligation Bonds for Community Development Projects in Tax Incremental Districts. Call of roll: 6 yes votes. **Motion carried.**
- **Initial Resolution 03212023E Authorizing \$365,000 General Obligation Bonds** – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve Initial Resolution 03212023E Authorizing \$365,000 General Obligation Bonds for Parks and Public Grounds Projects. Call of roll: 6 yes votes. **Motion carried.**
- **Resolution 03212023F Providing for the Sale of \$2,580,000 General Obligation Corporate Purpose Bonds, Series 2023A** – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve Resolution 03212023F Providing for the Sale of \$2,580,000 General Obligation Corporate Purpose Bonds, Series 2023A. Call of roll: 6 yes votes. **Motion carried.**
- **Full Time Officer Hire** – Motion made by Trustee S Byers with a second made by Trustee A Lundt to approve the hiring of full time police officer Zachary Schultz, with a start date of Monday, March 27, 2023. Zach comes to the Village with a combined 10+ years of experience with City of Seymour, Village of Pulaski and Village of Fremont. His investigative abilities will be an asset to the Wrightstown team. Zach's background check has come back with no concerns or issues. Call of roll: 6 yes votes. **Motion carried.**
- **Greenleaf Bank Payment Notice for Loan #810132002** - Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to approve payment on Greenleaf Bank notice for loan #810132002, for \$64,033.95, for principal and interest payments on the Village's 2018 \$558,500 General Obligation Bank Note. Call of roll: 6 yes votes. **Motion carried.**
- **Ehlers Bond Trust Services Debt Service Statement #78447** - Motion made by Trustee D Segerstrom with a second made by Trustee J Sigmund to approve payment on Ehlers Bond Trust Services Debt Service Statement #78447, for \$155,125.00, for principal and interest payments on the Village's \$2,705,000 General Obligation Corporate Purpose Bonds, Series, 2017A. Call of roll: 6 yes votes. **Motion carried.**
- **Ehlers Bond Trust Services Debt Service Statement #78448** - Motion made by Trustee D Segerstrom with a second made by Trustee S Byers to approve payment on Ehlers Bond Trust Services Debt Service Statement #78448, for \$132,240.63, for principal and interest payments on the Village's \$2,235,000 General Obligation Corporate Purpose Bonds, Series, 2019B. Call of roll: 6 yes votes. **Motion carried.**
- **Ehlers Bond Trust Services Debt Service Statement #78449** - Motion made by Trustee D Segerstrom with a second made by Trustee J Sigmund to approve payment on Ehlers Bond Trust Services Debt Service Statement #78449, for \$189,397.50, for principal and interest payments on the Village's \$2,665,000 General Obligation Corporate Purpose Bonds, Series, 2021A. Call of roll: 6 yes votes. **Motion carried.**

- **Ehlers Bond Trust Services Debt Service Statement #78450** - Motion made by Trustee D Segerstrom with a second made by Trustee J Sigmund to approve payment on Ehlers Bond Trust Services Debt Service Statement #78450, for \$103,343.00, for principal and interest payments on the Village's \$2,270,000 General Obligation Corporate Purpose Bonds, Series, 2022A. Call of roll: 6 yes votes. **Motion carried.**
- **Nicolet National Bank Funds Transfer** – Clerk/Treasurer Michelle Seidl confirmed that all accounts from Bank First (Denmark State Bank), the Police Department replacement account and \$2,000,000 in combined funds from the Greenleaf Bank Checking have now been moved to Nicolet National Bank to take advantage of the guaranteed higher interest rate (through the end 2023). Tim Heinrich from Nicolet National has offered protection on these funds, over and above the coverage offered by FDIC and the State of Wisconsin, using the Reich & Tang program, in which funds are distributed in increments less than \$650,000 (FDIC & State of Wisconsin coverage limit) to outside financial institutions.

Administrator Coenen contacted Greenleaf Bank to see if they were able to rate match, but unfortunately, they are currently unable to offer a rate of 3% or higher.

COMMITTEE REPORTS

PARKS, RECREATION AND REGIONAL PLANNING

- **MS Real Estate Holding CSM Application** – Motion made by Trustee D Segerstrom with a second made by Trustee S Byers to approve the lot line adjustment CSM application for MS Real Estate Holding, 870 E Frontage Rd., Parcels 300000101 and 300000102, County Rd. U **Motion carried.**

PUBLIC SAFETY

- **Fire Department**
 - Meeting today with MM Cold Storage went very well
 - Last Integrated Threat Training will be held at Wrightstown Middle School next week, with Outagamie County partners
 - Participated in Brown County Chief's meeting
 - Thank you to all that supported the Fire Department's meat raffle at Lucky's!
- **Police Department**
 - Recent Coffee with a Cop had a canine visit and an update was given regarding the status of hiring a new full time officer!

PUBLIC WORKS

- Rented a bucket truck and trimmed trees over the last couple of days
- Working on bi-partisan infrastructure funding grant due on Friday
- Public Works Laborer/Relief Wastewater Operator Josh Ritchie handed in his resignation today, with an effective date of Friday, April 7, 2023. He will be returning to FOTH since they were unable to fill his position

ADJOURN – Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to adjourn the meeting at 7:50 p.m. Call of roll: 4 yes votes (Dean, Sue, Andy Julie) 2 no votes (Mark, Dan). **Motion carried.**

Michelle Seidl

Clerk/Treasurer

Posted: 04/06/2023 MS