

VILLAGE OF WRIGHTSTOWN BOARD MEETING MINUTES

The regular bi-monthly meeting of the Village 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, May 2, 2023**, and convened at 6:12 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, Dan Segerstrom and Julie Sigmund

Also present: Brian Roebke (Wrightstown Spirit); Administrator Travis Coenen; Public Works Director Andy Vickman; Clerk/Treasurer Michelle Seidl; Fire Inspector Nathan Helbing; Police Chief Greg Deike; Business Owners Janet & Todd Coenen; Attending due to Wrightstown School District Debt Pay Down Initiative agenda item: Maggie Boland, Amber Cox, Robert Ehlebrecht, Bob Gerend, Jason Gerend, Kathryn Lich, Claudia Martin, Dalton Rupiper, Brad Sigmund, Keith Wendlandt, Gordon T. Wilker Jr.

UTILITY COMMISSION MONTHLY MEETING

Motion made by Trustee S Byers with a second made by Trustee D Segerstrom to open the May 2023 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Average of 199,846 gallons of water purchased daily through April 26th
- Administrator Coenen, Public Works Director Andy Vickman and Operator Jason Krueger attended the WRWA Annual Conference in LaCrosse, in April
- PFAS testing completed at Well #4 site this week. Results will be shared when received
- 2022 Consumer Confidence Report (CCR) completed

SEWER UTILITY

- Septic and hauled waste revenues collected are \$6,639 year to date. Total revenues for 2022 were approximately \$2,200. The increase is due to the temporary Wayside/Morrison plant shut down
- UV disinfection started in May, as per the discharge requirements

CONSUMER CONFIDENCE (CCR) – Results from the Village’s distribution system and well sites, and Green Bay Water’s distribution system, came back within acceptable parameters. There was one monitoring violation noted from Q1 of 2023 as a result of an accidental scheduling deletion for Well #4, done at the time Well #2 was taken offline.

2022 CCR was published in the Wrightstown Spirit, and verified with the Department of Natural Resources, last week.

Motion made by Trustee A Lundt with a second made by Trustee J Sigmund to close the May 2023 Utility Meeting. **Motion carried.**

REGULAR SESSION

MINUTES – Motion made by Trustee D Segerstrom with a second made by Trustee T Schaeuble to approve the Tuesday, April 18, 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 \$196,335.90, from April 13, 2023 through April 26, 2023. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS:

A village resident thanked the Board of Trustees for speaking up on behalf of rate payers regarding the school district's tax increases, and bringing the debt service payment issue to the public's attention. Attendance at school board meetings will increase as a result. The request was made that future information be relayed, as received, when possible.

Administrator Coenen recommended people sign up under the “notify me” tab on the Village website so future meeting details can be provided.

Brian Roebke, reporter for the Wrightstown Spirit, noted that it is difficult to find meeting agendas on the Village website. Administrator Coenen will look into alternatives to the current website posting location.

It was also noted by a meeting attendee that once on the agenda webpage, it is difficult to identify which link opens the agenda and which link is for virtual meeting attendance. Updates will be made to the website explaining each

Resident Keith Wendlandt is head of the Royal St. Patrick's Homeowners Association. The Association will be mailing out a newsletter to all residents informing them of the Wrightstown School District tax issue and encouraging them to attend the May School Board meeting. He would also like to find a way to communicate the same information to tax payers within the District's other 8 municipalities.

It was clarified that concern over the increasing tax rate was not originally raised by the Village of Wrightstown Board of Trustees but by individual taxpayers who were requesting clarification. This was stated to the School Board during the April 2023 meeting.

CORRESPONDENCE:

- Thank you was received from Wrightstown 4-K, to Wrightstown Fire Department, for time spent teaching about firefighting jobs!
- Thank you was received from Wrightstown School District Superintendent Carla Buboltz to Wrightstown Police Chief Greg Deike for his work and dedication informing the community about opioid and fentanyl abuse. This was a very well done event and was very informative!

ADMINISTRATOR'S REPORT:

- Administrator Coenen presented a slideshow of Village accomplishments, since 2015, with little to no tax payment increase to rate payers (*a \$200,000,000+ addition to the Village's equalized value!*):
 - Hwy 96 Bridge Project
 - Development of Tax Incremental Districts, which included plans to revitalize the Downtown District and several million dollars in new residential, commercial and industrial construction
 - NEW Comprehensive Growth Plan created
 - Village identification was rebranded
 - Development of NEW Bike & Ped Plan
 - Creation of Community Park & Rec Plan

Trustee Mark Leonard noted that when the Village's tax incremental districts close, all outstanding Wrightstown School District debt could have been paid from the additional tax revenues. However, this was not calculated into the repayment plan and into future project costs.

CLERK TREASURER'S REPORT:

- 2023 Board of Review - Meeting to Adjourn, scheduled due to the village-wide revaluation, is set for Wednesday, May 17th at 4:30 p.m. in the Village Hall Community Room
- Personal property tax aid payments were received from the State of Wisconsin on Monday, May 1st
- On Wednesday, May 17th, Employee Trust Funds (ETF) will have changes to employee benefits, for 2024, approved. Upon receipt of information, it will be shared with the Village Board of Trustees in anticipation of beginning the 2024 budget process

COMMITTEE REPORTS

FINANCE/PERSONNEL

- **Proclamation**, declaring April 30, 2023 through May 6, 2023 Professional Municipal Clerk's Week, was read by Trustee Sue Byers
- **Economic Development Business Loan** - Motion made by Trustee S Byers with a second made by Trustee T Schaeuble to award a 10 yr. economic development business loan of \$100,000, to Janet & Todd Coenen, for rehabilitation of the NEW Hair Canvas location at 210 High St.

Administrator Travis Coenen stated that he is not related to Janet & Todd.

The Coenen's moved to Wrightstown in 2019 because of its hometown feel. Janet spent approx. 12 years in the Village in her youth. Her desire to provide services to her community, and her connection to the Village, made Wrightstown a great choice to establish her salon.

Photos of the current Hair Canvas building on Washington St., with completed renovations, were presented.

Immediate plans for the new Hair Canvas location at 210 High St. include:

- Asphaltting the parking lot
- Renovating the upper apartment to be used as a residential rental
- Adding a mural on the retaining wall (to possibly be done by Wrightstown High School students)
- Replacing the garage and service doors
- Upgrades to plumbing and HVAC
- Renovating the outside of the building structure

The prior owner of the building, Lisa Kalscheur, had requested (2) two \$50,000 loans to complete renovations for Grit & Furrow Pottery. These loans have since been paid in full.

Approximate occupancy date for the Hair Canvas is estimated to be in January of 2025, if supply chain issues don't slow renovations.

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

PARKS, RECREATION AND REGIONAL PLANNING

- **NEW Operator License Applications** - Motion made by Trustee T Schaeuble with a second made by Trustee D Segerstrom to approve the NEW Operator License Applications for:
 - Laura J. (Malcore) Lenss, 547 Songbird Ave., Wrightstown, WI 54180, for Lucky's Pub & Grill
 - Aliece L. Novitski, 343 Fair St., Wrightstown, WI 54180, for Royal St. Patrick's Golf Links
 - Olivia L. Robinson, 4100 N Windcross Dr., Appleton, WI 54913, for Royal St. Patrick's Golf Links

Motion carried.

PUBLIC SAFETY

- **Fire Department**
 - There were 3 calls responded to in April:
 - Grass fire on 41, in cooperation with Greenleaf Fire Department
 - Elevator rescue that was cancelled in route
 - Car accident
 - Training was held at Department of Public Works. Presenter was Bud Gallo from Fox Valley Tech
 - May events:
 - School Safety Day at Wrightstown Elementary
 - Assisting with Loving Life Duathlon on Saturday, May 13th
 - Working on grant funding applications and pool fills
- **Police Department**
 - Toured ProAmpac, with Wrightstown Fire Department, to look for potential safety threats
 - Field training with Officer Schultz is going very well. He is scheduled to be on his own,

barring any unforeseen issues, within the next few weeks

PUBLIC WORKS & UTILITIES

- Goal is to have all parks open and operating next week
- Mulch was purchased for the Mueller Wright house and was installed by Rick Blair. Thank you!
- 26 applications were received for the (2) two open DPW/Utility positions. 12 will be brought in and then candidates will be narrowed down before scheduling facility tours
- Hired Village resident/college student Owen Ratowski to fill the open Seasonal (summer) position. He will be starting on Friday, May 19th and will be working through possibly early October
- Complaints received for engine braking on Village streets. Signs are currently being installed at every entrance into the Village of Wrightstown to address the issue
- Storm lateral will be installed at the corner of Fair and School street to remedy flooding of the dugout and concession stand
- Vandalized equipment has now been replaced at Shamrock Park. Cost was covered by insurance

Question was asked if chipping service should be requested. In response, Director Andy Vickman suggested this be done to make sure a pickup is not missed

ADJOURN – Motion made by Trustee S Byers with a second made by Trustee J Sigmund to adjourn the meeting at 7:04 p.m. **Motion carried.**

Michelle Seidl

Clerk/Treasurer

Posted: 05/17/2023 MS