

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, August 1, 2023**, and convened at 6:03 p.m. at the conclusion of the Committee of the Whole meeting.

Roll Call: Present – Village President Dean Erickson, Trustees: Sue Byers, Mark Leonard, Andy Lundt, Terry Schaeuble (6:18pm), Dan Segerstrom and Julie Sigmund

Also present: Administrator Travis Coenen, Public Works Director Andy Vickman, Deputy Clerk/Treasurer Patti Leitermann, Fire Chief Mike Schampers, Asst Fire Chief Ben Vosters, Fire Inspector Nathan Helbing (Virtual), Police Chief Greg Deike, Wrightstown Area Spirit Rep Brian Roebke, and Resident Dalton Rupiper

UTILITY COMMISSION MONTHLY MEETING

Motion made by S Byers with a second made by J Sigmund to open the August 2023 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Water gallons pumped thru July 26, 2023 – 6.479 million gallons, daily average of 249,192.
- Large meters were tested in July.
- Backflow preventers were tested in July.
- Working with local businesses to get their cross connections completed and returned to us.
- Lead and Coppers are scheduled to be completed in August. (10 samples)
- Retrieving quotes to exterior wash Tower B (West Side).
- Water loss for Q2 is at 6%.
- Installed outside meter readers at all new homes and businesses in July.

SEWER UTILITY

- Wastewater gallons treated thru July 26, 2023 - 4.983 million gallons, daily average of 191,650.
- We received 138,900 gallons of holding tank waste and 87,000 gallons of septic tank waste for June 2023, bringing 2023 YTD revenue total to \$23,500.
- Sludge hauling is scheduled for August.

Motion made by D Segerstrom with a second made by S Byers to close the August 2023 Utility Meeting. **Motion carried.**

REGULAR SESSION

MINUTES – Motion made by A Lundt with a second made by D Segerstrom to approve the Wednesday, July 18, 2023 Village Board Meeting Minutes. **Motion carried.**

VOUCHERS – Motion made by S Byers with a second made by D Segerstrom to approve the vouchers, totaling \$374,732.26, from July 13, 2023 through July 27, 2023. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS:

- Resident Dalton Rupiper, 313 High St., asked the Village Board to please not give up hope on the School Board’s initiative to pre-pay debt. He states he receives so many questions while working at the store, and if the Board drops this issue, a lot of people will lose hope. D Erickson stated that the Board has not given up, but we do owe the new Administrator a new fresh start. T Coenen indicated we need to take a different approach on this situation. S Byers indicates she met with Andy and Nicole on Friday, and they had a very nice meeting. J Sigmund urged everyone to go to the budget meetings in August and September.

CORRESPONDENCE:

- July 19, 2023 Voicemail from Kathy Brault, 221 Shady Ridge Ct, references Officer Martin helping her out. T Coenen thanked our great staff.
- August 1, 2023 Letter received from Peter Helander regarding the Short Term Rental license issued to 1037 Crestview Drive. He is questioning how many violations have been issued. T Coenen indicates they currently have two violations against them, both for noise complaints. Since May, T Coenen indicates he has received 600 e-mails regarding this property from several people. Criteria for a violation is an ordinance being broken. There have been no issues with parking. If another violation occurs this year, the Board has the ability to revoke that license. G Deike indicates they have been called there 6 or 7 times, but a violation has not occurred more than twice.

ADMINISTRATOR’S REPORT:

- Alliance rail construction under way with pond reconfiguration started.
- Searching out more grants for various opportunities.
- Plum Creek Restoration Project is moving forward with some construction this Fall.
- August Events:
 - Bike to the Beat – August 5th
 - Tunes on Tuesday with “Just About Right” – August 8th
 - Waterboard Alumni Ski Show – August 10th
 - Kick-in with the Cows – August 12th
 - Movie in the Park – August 19th
 - Tunes on Tuesday with “Steve & Bets” – August 22nd
- Working on developments for River District and TID’s.
- Dealing a lot with Short Term Rentals.
- Meet with Andy Space for a work meeting to discuss taxation issues.
- Working on Job Fair and internships to enhance talent pipeline with local schools.
- Speed study done on CTH U and awaiting response to reduce to 45 mph.

- Finalizing design and schedule with WISDOT on construction in our area, specifically CTH U – public information sessions
- Discussion on new CTH U interchange and Broadway Street Projects.
- Interviews for Clerk/Treasurer position on August 14th. (6 Applicants)
- The Department of Revenue has issued some preliminary numbers for equalized values and TID's. TID 3 gained just over \$17 Million, TID 4 grew by \$2.5 Million, and TID 5 grew by \$900,000 in growth. Equalized value in Brown County went up \$60 Million, and Outagamie went up \$24 Million, for a total of \$84 Million (20% increase).

S Byers questioned the downtown lots coming back to the Village, and T Coenen indicated there are a few others interested in those lots too. The old DPW garage also has interest. J Sigmund indicated Grit & Furrow has sold their property at 210 High Street to The Hair Canvas this week.

T Coenen talked to Habitat for Humanity about doing a “Rock The Block” in 2025 in Wrightstown. The Village can have 20 houses to obtain a facelift and work with them on a mortgage payment.

COMMITTEE REPORTS

FINANCE/PERSONNEL

- **Certificate of Direction** – Motion made by S Byers with a second made by D Segerstrom to approve the Certificate of Direction, dated August 2, 2023, instructing the escrow agent to disburse \$61,890.00 from the Village’s escrow account on Friday, August 4, 2023 to the Town of Kaukauna, for payments required under Section IV of the Inter-governmental Agreement between the Village of Wrightstown and the Town of Kaukauna Withdrawing Restriction on Annexation dated December 12, 2013. Call of roll: 7 yes votes. **Motion carried.**
- **Greenleaf Bank Payment** – Motion made by S Byers with a second made by D Segerstrom to approve the principal and interest payment of \$43,240.00 on the Village’s 2022 \$360,000 Rail Spur Bank Note, to Greenleaf Bank, due on August 15, 2023. Call of roll: 7 yes votes. **Motion carried.**
- **Northeast Asphalt Quotation** – Motion made by S Byers with a second made by D Segerstrom to approve the Northeast Asphalt Quotation in the amount of \$72,320 for asphalt at the New Compost Facility on Mallard Road. A Vickman indicated they received three quotes. Call of roll: 7 yes votes. **Motion carried.**
- **Bay Area Tourism Entity Agreement** – Motion made by S Byers with a second made by D Segerstrom to approve the Bay Area Tourism Entity Agreement for Short Term Rentals. Discussion on room tax procedures. **Motion carried.**

PARKS, RECREATION AND REGIONAL PLANNING

- **NEW Operator License Application** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the Operator License Application for Kayla M. Dreier at Lucky’s Pub & Grill. (Contingent on Background Check) **Motion carried.**

- **Royal St Pat's Covenant Enforcement** – Motion made by T Schaeuble with a second made by D Segerstrom to TABLE this item until our legal staff informs us of the best way to move forward. **Motion carried.**
- **Quit Claim Deed for Cotter Funeral Home** – The Village is giving them a small triangle strip of land to the east (our Water Tower lot) – about 21' wide, to straighten their property line. Cotter will pay for recording of the Deed. The Site Plan Review for their new building has been submitted today for Planning Review.

PUBLIC SAFETY

- **MM Cold Storage Update** – B Vosters indicates the deadlines given to MM Cold Storage have been extended to their fullest. Storage has not been reduced to 12 feet. T Coenen states that the Sprinkler System has been installed, but needs to be tested. Still waiting on the fire lane work to be done around the building. The \$350 daily fines will start again for non-compliance.

T Coenen talked about a medical emergency with one of our firefighters at a training session last week. The Fire Department will also be closing down Broadway from the roundabout on County Road U to VanDyke Street for a controlled burn at 6pm on August 14th.

- **Police Department** – July was a very busy month. Coffee With A Cop will be Thursday at 9:00 a.m. talking about human trafficking. G Deike encouraged everyone to watch the new movie “Sound of Freedom” about human trafficking, which is based on real-life situations.
- **Fire Department - None**

PUBLIC WORKS & UTILITIES

- For the month of June solid waste curbside tonnage totaled 87.07 and recycling tonnage collected was 29.53 tons.
- Alison Ct. and Sharla St. project is completed. Actual quantities are expected to be slightly over the planned quantities but have been approved by the DOT.
- Worked with several property owners in July to cut their lots to comply with our weed ordinance.
- Working with the new condos going up in Killarney Harbor (4).
- Cut the old drainage ditch from Golf Course Drive to County U. Next step would be some minor grading once dried out completely.
- Pickelball court painted out and net set up on basketball court behind Village Hall.
- Van Dyke railroad crossing is now in compliance with the PSC with new advanced warning signs and pavement markings.
- Replaced faded stop signs throughout the village.
- New median plants put in where needed.
- Entrance monuments in the RSP subdivision are now lit up. Underground electrical was installed to energize the newly refurbished fixtures.
- Pumped ponds down 36” in the RSP subdivision to give Nick (owner of golf course) a visual of what they would look like before that level is maintained permanently.

- Erica Buechel attended the UWGB Clerk/Treasurer Institute.
- Update on 2023 Fall Festival – will be September 30th
- Street sweeping completed in July.

ADJOURN – Motion made by S Byers with a second made by D Segerstrom to adjourn the meeting at 7:13 p.m. **Motion carried.**

Patti Leitermann

Deputy Clerk/Treasurer

Posted: 08/16/2023 PL