

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, October 03, 2023**, and convened at 6:48 pm at the conclusion of the Committee of the Whole meeting.

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

Also present: Brian Roebke (Wrightstown Area Spirit), Administrator Travis Coenen (virtual), Public Works Director Andy Vickman, Police Chief Greg Deike, Fire Chief Mike Schampers, Fire Inspector Nathan Helbing, and Clerk-Treasurer Shelia Bowers. Residents: Keith Wendlandt, Gordon T. Wilker Jr., John Manser, Tom Leick, Emma Quick, Lisa Manser, Lynda Leick, Kathryn Lich, Brad Sigmund, and Jason Gerend

UTILITY COMMISSION MONTHLY MEETING

Motion made by D Segerstrom with a second made by T Schaeuble to open the 2023 Utility Commission Monthly Meeting. **Motion carried.**

Water Utility:

- Water gallons pumped thru September 26, 2023 – 6.377 million gallons, daily average of 245,269
- Well 2 Abandonment nearing completion
- Additional Lead and Copper sampling completed in September
- Working on the 2024 Water and Sewer Budgets
- Crews working on Water Valve Maintenance/Exercising
- Tower B was cleaned on September 27th

Sewer Utility:

- Wastewater gallons treated thru September 26, 2023 — 5.428 million gallons, daily average of 201,040.
- We received 181,000 gallons of holding tank waste and 142,250 gallons of Septic Tank waste for August 2023. Bringing 2023 YTD Revenue total to \$36,586.
- Brent Bouchonville received 3 nominations for Lake Michigan District Wastewater Operator of the Year through WWOA.
- Andy and Brent will be attending the WWOA Annual Conference in Wisconsin Dells October 24th—27th.
- Crews working on Manhole Inspections.
- Lift Station Cleaning scheduled for late October/early November.

Motion made by S Byers with a second made by T Schaeuble to close the September 2023 Utility Meeting. **Motion carried.**

REGULAR SESSION

MINUTES – Motion made by T Schaeuble with a second made by D Segerstrom to approve the Tuesday, September 19, 2023 Village Board Meeting Minutes, as submitted. **Motion carried.**

VOUCHERS – Motion made by S Byers with a second made by J Sigmund to approve the vouchers from September 15, 2023 through September 27, 2023 totaling \$276,133.99. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS:

Kathryn Lich, 517 Fawnwood Drive, Resident

- Kathryn requested access to the Village Board meeting attachments. She will provide her emails address to the Clerk-Treasurer, and subsequently, she will be granted access to Dropbox where the attachments are stored
- A meeting was held with a group of individuals, including Brian Roebke, Julie Sigmund, and Kathryn Lich. They expressed their intention to provide increased support to the local Police department by forming a committee tentatively named "The Wrightstown Citizen Safety Committee." The committee's objective is to improve the law enforcement program within the community. They welcome anyone with ideas and anyone who's willing to serve in any capacity whatsoever to join their efforts and welcome the Village Boards support

Jason Gerend

- Addressed the Village Board regarding his concerns with TID No. 3 closing early

CORRESPONDENCE: None

ADMINISTRATOR'S REPORT:

- Continuing to work on the 2024 Budget
- Working on some Development which will be addressed later in the Meeting
- Thank you to Public Works, Fall Festival was an amazing this year
- The discussions regarding the Royal St. Pat's Covenants have been positive. The HOA has been working with the Developer and has come to an Agreement, which is set to be signed in the near future

COMMITTEE REPORTS:

FINANCE/PERSONNEL

Northeast Asphalt Invoice #618132-01 – Motion made S Byers with a second made by T Schaeuble to approve the Northeast Asphalt Invoice #618132-01 for work done at the New DPW Garage in the amount of \$72,320.00. Call of Roll: 6 yes votes. **Motion carried.**

Freight Railroad Infrastructure Improvement Program (FRIIP) Agreement – Motion made S Byers with a second made by T Schaeuble to approve the Railroad Infrastructure Improvement Program (FRIIP) Agreement No. 0494-22-78 dated September 2023 for Construction of 4,172

Feet of Railroad Industry Track by and between The Village of Wrightstown's and The Wisconsin Department of Transportation in the amount of \$2,433,882 at 2% interest rate for 10 years. Call of Roll: 6 yes votes. **Motion carried.**

State of Wisconsin Department of Administration Invoice #19836 – Motion made S Byers with a second made by D Segerstrom to approve the State of Wisconsin Department of Administration Invoice #19836 in the amount of \$66,120.11, to pay as follows:

- Interest payment of \$22,339.79, to pay on DNR Project ID 4356-04, on the Village's 2009 Clean Water Fund Loan, from Greenleaf Bank checking xxxx0014
 - Interest payment of \$7,609.38, to pay on DNR Project ID 4942-03, on the Village's 2013 Safe Drinking Water Fund Loan, from Greenleaf Bank checking xxxx0014
 - Interest payment of \$36,170.94, to pay on DNR Project ID 4942-04, on the Village's 2015 Safe Drinking Water Fund Loan, to be wired per the Certificate and Direction, from the Associated Trust Escrow Account, in connection with the June 24, 2015 Escrow Agreement
- Call of Roll: 6 yes votes. **Motion carried.**

Ameritrack Rail Invoice #14194 – Motion made S Byers with a second made by T Schaeuble to approve the Ameritrack Rail Invoice #14194 for Alliance Plastics Railroad Track Construction in the amount of \$493,426.39. Call of Roll: 6 yes votes. **Motion carried.**

PARKS, RECREATION AND REGIONAL PLANNING

Royal St Pat's Covenants – Positive Progress with the Royal St Pats (RSP) Covenants. The HOA has been working with the Developer and has come to an Agreement, which is set to be signed in the near future

PUBLIC SAFETY

Police Department –

- Police Department participated in the following events within the Community
 - Color Run, Fall Festival, Photo Contest with the Police Lights of Christmas Foundation, Coffee with a Cop, Read a Book at the Library, and are scheduled to do a couple reading sessions at the Elementary School

Fire Department –

- Open House a few weeks ago was well attended
- Keeping up on training
- School visits for fire safety

PUBLIC WORKS Report submitted as follows:

- For the month of July solid waste curbside tonnage totaled 66.92 and recycling tonnage collected was 19.08 tons
- 2024 Public Works General Budget completed
- Crew is busy sweeping streets as leaves start to fall
- River District has been decorated for the fall season
- Compost grinding is schedule for October

- Cutting ditches and waterways around the Village
- Working on a grant for Hwy D multi use trail
- 2024 Recycling Grant application has been submitted
- DPW completed mastic repairs around manholes, valves, cracks and transitional match lines throughout village
- Infrared repairs completed on Golden Wheat Ln, Bengal Ln, Fawnwood Dr, Patricia Ln, Windy Wood Ln, and Haymeadow Ct
- Crack sealing schedule for October
- Update on the Fall Festival
- Working on designs/budgets for playground upgrades in 2025
- Attended an LRIP meeting on 9/27/23
- DPW safety training is scheduled for October 12th and 19th
- Working with developer on future home elevations and drainage plans for Matriarch Subdivision
- Clay Street Reconstruction Project to be completed in October
- School zone signage has been removed along the west end of Clay St. (near old St John School)
- Coordinating with Brown County to have appropriate school zoning signage install on Plum Road
- Working with Brown County and WPS on placement of the replacement utility pole that was installed with-in the N. Washington sidewalk
- Positive Compliments on the Fall Fest, thanks to the Staff for donating their time

ADJOURN:

Motion made by S Byers with a second made by T Schaeuble to adjourn the meeting at 7:28pm

Motion carried.

Shelia Bowers, Clerk/Treasurer

Posted: 10/18/2023 SB