

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, November 7, 2023**, and convened at 6:33 pm at the conclusion of the Committee of the Whole meeting.

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

Also present: Brian Roebke (Wrightstown Area Spirit), Administrator Travis Coenen, Public Works Director Andy Vickman, Police Chief Greg Deike, Assistant Fire Chief Ben Vosters, Fire Inspector Nathan Helbing (Virtual), Deputy Clerk-Treasurer Patti Leitermann and Clerk-Treasurer Shelia Bowers. Residents: Bugs Bunny (Virtual)

PUBLIC HEARING – An Ordinance adding D. Fire Lanes must be provided to Chapter 28 Fire Department § 28-10 Adoption of codes and standards.

Motion made by A Lundt with a second made by J Sigmund to open the November 7, 2023 Public Hearing. **Motion carried.**

Fire Inspector Nathan Helbing outlined the proposed Ordinance No. 11072023. An Ordinance adding **D. Fire Lanes must be provided** to Chapter 28 Fire Department § 28-10 Adoption of codes and standards.

D Segerstrom proposed an addition to bullet point #6, suggesting the inclusion of “at time of building construction” to read as follows: (6) The Fire Lane turning radii shall conform to the most challenged Wrightstown Fire Department apparatus at the time of building construction. Print out available upon request.

D Erickson made three calls for public input with no response.

Motion made by A Lundt with a second made by D Segerstrom to close the November 7, 2023 Public Hearing. **Motion carried.**

UTILITY COMMISSION MONTHLY MEETING

Motion made by A Lundt with a second made by S Byers to open the November 07, 2023 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Water gallons pumped thru October 31, 2023 — 6.613 million gallons, daily average of 213,323
- Well # 2 abandonment is completed
- 2024 Water budget completed (will present to board on December 5th)
- Water main leak repaired on MW/High St. in October
- Crews working on hydrant maintenance

- Crews continue working on water valve maintenance/exercising
- Hydrant painting scheduled for this week
- Discussion on ALE for lead

During the meeting A Vickman presented further information on the Action Level Exceedance (ALE) in lead monitoring process. The Village will begin public education initiatives in response to the test results.

SEWER UTILITY

- Wastewater gallons treated thru October 31, 2023 — 7.230 million gallons, daily average of 233,230
- We received 147,100 gallons of holding tank waste and 141,750 gallons of septic tank waste for September 2023. Bringing 2023 YTD revenue total to \$43,718
- 2024 Sewer budget completed. (will present to board on December 5th)
- Sludge hauling completed on 10/31
- Lift station cleaning scheduled for late October/early November
- Crews continue working on manhole inspections
- Brent and Andy attended the WWOA Annual Conference in Wisconsin Dells Oct 24-27th

Motion made by A Lundt with a second made by D Segerstrom to close the November 7, 2023 Utility Meeting. **Motion carried.**

REGULAR SESSION

MINUTES – Motion made by A Lundt with a second made by D Segerstrom to approve the Tuesday, October 17, 2023 Village Board Meeting Minutes, as submitted. **Motion carried.**

VOUCHERS – Motion made by S Byers with a second made by D Segerstrom to approve the vouchers from October 13, 2023 through November 01, 2023 totaling \$240,489.65. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS: None

CORRESPONDENCE:

Apology Letter – Received “Apology Letter” addressed to Officer Sullivan, who is retired from the Wrightstown Police Department. The person thanked Officer Sullivan for not only saving their life but saving and protecting the lives of those in our Community

Thank You Letter – Received “Thank You” from the Dick Vanden Wymelenberg Family for the kind Memorial gift of money for Living Water International offered in memory of Dick

ADMINISTRATOR’S REPORT:

- Continuing to work on the 2024 Budget
- Tree Lighting Ceremony will be Friday December 1st
- We will be doing the Mural contest again this year

- Christmas Parade scheduled for Saturday December 2nd, will be going back to the old route
- A Lundt mentioned that residents have been questioning why the Village always celebrates Halloween during the week rather than on the weekend.
- J Sigmund commented on the nice Halloween decorations around the Community

COMMITTEE REPORTS:

FINANCE/PERSONNEL

MCC Inc – Motion made by S Byers with a second made by D Segerstrom on approval of MCC Inc Contract 3355RL, Invoice# 35358, Clay Street Paving Project, in the amount of \$40,020.75.

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

CTW Well & Pumps – Motion made by S Byers with a second made by D Segerstrom on approval of CTW Well & Pumps, Invoice# 41064, Well #2 Abandonment, in the amount of \$21,993.00. Call of roll: 7 yes votes. **Motion carried.**

New Hire Matthew J Duffeck – Motion made by S Byers with a second made by J Sigmund on hiring Matthew J Duffeck to the Wrightstown Fire Department, effective November 13, 2023, Probationary Level. **Motion carried.**

PARKS, RECREATION & REGIONAL PLANNING:

Ordinance No. 11072023 – Motion made by T Schaeuble with a second made by S Byers to approve Ordinance No. 11072023 updating Chapter 28-10 to add letter ***D. Fire Lanes must be provided*** with making the change to bullet point #6 to read as follows: (6) The Fire Lane turning radii shall conform to the most challenged Wrightstown Fire Department apparatus at the time of building construction. Print out available upon request. **Motion carried.**

Ordinance No. 11072023A – Motion made by T Schaeuble with a second made by D Segerstrom to approve Ordinance No. 11072023A Annexing Tax Parcel W-176 owned by the Village of Wrightstown, from the Town of Wrightstown, Brown County, Wisconsin. **Motion carried.**

PUBLIC SAFETY

Police Department –

- Officer Manser is set to complete field training next week and will then be working independently
- The “Coffee with a Cop” event held last week was successful

Fire Department –

- Mutual aid box alarm (card party) on Thursday for the Chief’s meeting
- Deer Hunt Booyah Sale is November 11, 2023
- Getting ready for the Christmas parade

PUBLIC WORKS – October 2023 Report

- For the month of September solid waste curbside tonnage totaled 68.39 and recycling tonnage collected was 18.13 tons
- New compost site on Mallard Rd. is open to Wrightstown residents
- Compost grinding completed on October 23rd

- Crews busy sweeping streets as leaves continue to fall
- Grant submitted for the HWY D trail
- Village of Wrightstown to receive \$45,000 in LRIP monies for the 2025 Debra Street Project
- Crews attended safety training on October 19th
- Clay Street Reconstruction Project was completed in October
- Docks are scheduled to be removed this week
- Parks have been winterized last week
- Crack sealing schedule to be completed this week
- Old Compost Site sold to Fox Valley Wood Products
- Reached out to WPS regarding street lights out in Harvest Moons & Fox Shores subdivisions
- \$1390 was raised at Fall Fest from the car show and vendor entry fees
 - \$695 was donated to Wrightstown High School StingCancer
 - \$695 was donated to Wrightstown High School Sources of Strength

CLOSED SESSION:

Motion made by A Lundt with a second made by J Sigmund to proceed into **CLOSED SESSION**, pursuant to Wisconsin State Statutes 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility –

- **General Staff**

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

OPEN SESSION:

Motion made by J Sigmund with a second made by D Segerstrom to move into open session.

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

General Staff – Motion by J Sigmund with a second made by D Segerstrom to leave personnel document stand as is, but to include a Personal Improvement Plan for Patti. Call of roll: 7 yes votes. **Motion carried.**

ADJOURN:

Motion made by S Byers with a second made by J Sigmund to adjourn the meeting at 8:10pm.

Motion carried.

Shelia Bowers, Clerk/Treasurer

Posted: 11/22/2023 SB