

## **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, December 05, 2023**, and convened at 6:24 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 (arrived 6:59pm), 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, Fire Chief Mike Schampers, Fire Inspector Nathan Helbing, and Clerk-Treasurer Shelia Bowers. Residents: Jason A Schmechel.

#### **UTILITY COMMISSION MONTHLY MEETING**

Motion made by D Segerstrom with a second made by J Sigmund to open the November 2023 Utility Commission Monthly Meeting. **Motion carried.**

#### **WATER UTILITY:**

- Water gallons pumped thru November 29, 2023 — 4.994 million gallons, daily average of 172,207.
- Q4 meter readings were completed last week (11/29—12/1).
- Annual flushing report submitted for 2022/2023.
- Additional water testing completed after action level exceedance for lead.
- Additional verbiage for the action level exceedance for lead included with water bills.
- Hydrant maintenance completed in November.
- (45) Hydrants were painted in November.

#### **SEWER UTILITY:**

- Wastewater gallons treated thru November 29, 2023 — 6.172 million gallons, daily average of 212,830.
- We received 177,850 gallons of holding tank waste and 161,00 gallons of septic tank waste for October 2023. Bringing 2023 YTD revenue total to \$51,950.
- Great Lakes contracted to clean our Lift Stations early December.
- Sludge hauling completed in November.
- Damaged sanitary cleanout repaired by Midwest Apartments.

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

#### **REGULAR SESSION**

**MINUTES** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the Tuesday, **November 21, 2023** Village Board Meeting minutes and the Monday **November 27, 2023** Special Village Board Meeting Minutes, as submitted. **Motion carried.**

**VOUCHERS** – Motion made by S Byers with a second made by T Schaeuble to approve the vouchers from November 17, 2023 through November 30, 2023 totaling \$100,231.50 as submitted. **Motion carried.**

## **SCHEDULED APPEARANCES: None**

## **WALK INS:**

**Jason A. Schmechel**, Resident at 442 Washington St. addressed the Village Board, raising multiple concerns including traffic and parking issues on Washington Street. He proposed converting Mueller Street into a one-way down to the river. He also mentioned the problem of street lights shining into his condo. He expressed concerns about the tractors, equipment, and manure transportation along County Road ZZ.

## **CORRESPONDENCE: None**

## **ADMINISTRATOR'S REPORT:**

- Budget was approved last week, we submitted all the numbers to the Counties. We verified the tax bills and everything looked good.
- Gnarly Cedar Brewery Press Release will be on 12/6/2023, the developer's agreement will be on the next Village Board agenda.
- Thanks to everyone involved with the Christmas Parade, it was a great success.
- The Tree Lighting was also a great success. Thanks to Uncle Mike's Bakery, Greenleaf Bank and Coco Cola for their donations for the kids.
- Go on the Facebook page and vote for your favorite Mural, they were on display at the Tree Lighting Ceremony.

## **COMMITTEE REPORTS:**

### **FINANCE/PERSONNEL**

**2024 Water Utility Budget** – Motion made by S Byers with a second made by T Schaeuble to approve the 2024 Water Utility Budget totaling \$1,225,643.43. Call of roll: 6 yes votes. **Motion carried.**

**2024 Sewer Utility Budget** – Motion made by S Byers with a second made by D Segerstrom to approve the 2024 Sewer Utility Budget totaling \$932,220.07. Call of roll: 6 yes votes. **Motion carried.**

**2024 Boat Landing Budget** – Motion made by S Byers with a second made by D Segerstrom to approve the 2024 Boat Landing Budget totaling \$7,560.00. Call of roll: 6 yes votes. **Motion carried.**

**2024 Tax Increment District #3, #4 & #5 Budget** – Motion made by S Byers with a second made by J Sigmund to **table** 2024 Tax Increment District #3, #4 & #5 Budgets. **Motion carried.**

**2023 Christmas Gift Certificate List** – Motion made by S Byers with a second made by D Segerstrom to approve the 2023 Christmas Gift Certificate List. **Motion carried.**

**Drexel Rail Spur** – Motion made by S Byers with a second made by D Segerstrom to approve the Purchase of .383 Acres part of VW-W181, 1230 Broadway St, for the Drexel Rail Spur not to exceed \$35,500.00. Call of roll: 6 yes votes. **Motion carried.**

**New DPW Facility** – Motion made by S Byers with a second made by D Segerstrom to approve the estimate received to complete Electrical Work at the New DPW Facility in the amount of \$18,400. Call of roll: 7 yes votes. **Motion carried.**

**New DPW Facility "Phase II" of the Interior Work** – Motion made by S Byers with a second made by J Sigmund to approve the estimate received to complete "Phase II" of the Interior Work needed at the new DPW Facility in the amount of \$58,900. Call of roll: 7 yes votes. **Motion carried.**

**PARKS, RECREATION AND REGIONAL PLANNING: None**

**PUBLIC SAFETY**

**Police Department –**

- Officer Martin's photo was selected as the Police 1 'Photo of the Week,' achieving national publication recognition. The photo, featuring Officer Martin and Betsy the dog, is now available on a Facebook post.
- Officers from the department attended the Tree Lighting Ceremony and the Christmas parade.
- The Police Department responded to a record breaking 3,000 calls this year.

**Fire Department –**

- The Fire Department participated in the Christmas parade on Saturday.
- The Fire Department responded to almost 50 Calls this year.

**PUBLIC WORKS – November 2023 Report**

- For the month of October solid waste curbside tonnage totaled 65.28 and recycling tonnage collected was 17.67 tons.
- Christmas decorations installed throughout the Village.
- Special Thank You to Kaukauna Utilities for helping decorate the Village Christmas Tree.
- Mueller Wright House decorated for Christmas.
- Snowplow stakes installed throughout the Village.
- Pond slope stabilization project going on in the RSP Golf Course.
- Pipe installed to maintain lower water levels in the RSP ponds.
- Compost grinding completed and moved to the new site.
- Brown County has been contracted to install school zone signage on HWY D in front of St. Johns School.
- LRIP application submitted for Debra St.
- Salt was delivered in November to satisfy our early fill requirements.
- Ash trees removed from around the Village Hall.
- Receiving quotes for the electrical and HVAC at the new DPW facility.

**ADJOURN:**

Motion made by S Byers with a second made by D Segerstrom to adjourn the meeting at 7:11 pm.

**Motion carried.**

Shelia Bowers, Clerk/Treasurer

*Posted: December 20, 2023 SB*