

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, February 6, 2024**, and convened at 6:23 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 (*left at 7:30 pm*), Terry Schaeuble (*left at 7:30 pm*), Dan Segerstrom, and Julie Sigmund.

Also present: Brian Roebke (Wrightstown Area Spirit), Christopher Johnson (virtual - Brillion News), Administrator Travis Coenen, Public Works Director Andy Vickman, Fire Chief Mike Scampers, Fire Inspector Nathan Helbing, Clerk-Treasurer Shelia Bowers. Residents: Dalton Rupiper, Keith Wendlandt, John Wollner, Ron Zahn, and Jason Gerend (virtual).

UTILITY COMMISSION MONTHLY MEETING

Motion made by A Lundt with a second made by J Sigmund to open the February 6, 2024 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Water gallons pumped thru January 30, 2024 — 5.248 million gallons, daily average of 174,993.
- Annual Tier II reporting completed for both metering stations.
- Notice of Non Compliance received for our public education follow-up actions, following our ALE for lead.
- Well 2 abandonment completed. Working on cleaning out the building as time allows.
- Well 4 rehab scheduled to begin late this week/early next week.
- Working with the auditors to finalize the 2023 PSC report.
- Annual water loss calculated out to 9% for 2023.
- Updating our list of approved sites for lead and copper sampling to comply with our new monitoring requirements.
- Continue to work with a few local businesses to complete their cross connection inspections and test back-flow protection devices.

SEWER UTILITY

- Wastewater gallons treated thru January 30, 2024 — 6.853 million gallons, daily average of 228,430.
- We received 97,900 gallons of holding tank waste and 20,250 gallons of septic tank waste for December 2023. Bringing 2023 annual revenue total to \$58,412.
- Annual Land Application reporting for sludge completed in January.
- We continue to work with an industrial customer found in violation of our sewer use ordinance.
- Completed the annual proficiency testing for the lab, waiting on the results.

- Review of the 2023 WWTP Discharge numbers.
- Annual Sludge Characteristics reporting, completed in January.

Motion made by A Lundt with a second made by D Segerstrom to close the February 6, 2024 Utility Meeting. **Motion carried.**

REGULAR SESSION

Open Meeting – Motion made by A Lundt with a second made by D Segerstrom to open the Regular Session Meeting. **Motion carried.**

MINUTES – Motion made by A Lundt with a second made by J Sigmund to approve the Tuesday, January 16, 2024 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 January 11, 2024 through February 1, 2024 totaling \$2,512,318.40. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS:

Keith Wendlandt – 562 Royal St Pats Drive, Resident & President of RSP’s HOA

- Addressed the Village Board with his concerns regarding the letter received by the HOA from Jeff and Lisa Noeldner regarding the Declaration of Conditions, Protective Covenants, and Easements for the Royal Saint Patrick’s Residential Development (the “Covenants”).

John Wollner – 569 Royal St Pats Drive, Resident & Vice President of RSP’s HOA

- Addressed the Village Board with his concerns regarding the letter received by the HOA from Jeff and Lisa Noeldner regarding the Declaration of Conditions, Protective Covenants, and Easements for the Royal Saint Patrick’s Residential Development (the “Covenants”).

CORRESPONDENCE: None

ADMINISTRATOR’S REPORT:

- Alliance Rail Construction project has been completed and is awaiting final punch list and WISDOT approval.
- Actively searching for additional Grants to support various opportunities for the River District and Parks.
- The Plum Creek Restoration project is moving forward, with plans for public meetings scheduled for this spring and construction expected to start this summer.
- Currently working with the Auditors.
- Engaged in land negotiations with six Manufacturing Developments.
- The Events Committee held a meeting and finalized the event schedule for 2024.
- The Events calendar magnets will be distributed with the next water bill.

- The completion of the 2023 Evaluation Communications is scheduled for the first two weeks of February.
- The Village of Wrightstown will be hosting an 'Elected Official 101 on Economic Development' program through the Greater Green Bay Chamber. The event is scheduled to take place in the Village of Wrightstown Community Room sometime in May.
- Presenting at the WCMA conference in February and the WHEDA conference in May.
- Currently engaged in several community projects with other nonprofits in the area.

COMMITTEE REPORTS:

FINANCE/PERSONNEL

Wisconsin Public Service – Motion made by S Byers with a second made by T Schaeuble on approval of Wisconsin Public Service Invoice, Account# 0401270514-00086 in the amount of \$23,066.95 for TID No. 3 Drexel Rail Relocation. Call of roll: 7 yes votes. **Motion carried.**

LGIP Resolution# 02062024 – Motion made by S Byers with a second made by T Schaeuble on approving Resolution# 02062024 to appoint Clerk Treasurer Shelia Bowers, Deputy Clerk-Treasurer Heather Rezek, and Deputy Clerk-Treasurer Patti Leitermann to be designated as the “Local Officials” authorized to transfer funds to or from the Local Government Investment Pool as an Investment Option for Village of Wrightstown Funds. Call of roll: 7 yes votes. **Motion carried.**

Development Incentive Payments – Motion by S Byers with a second made by D Segerstrom to approve the following Development Incentive Payments, per staff recommendations:

- **Matriarch Ventures** – 2024 Development Incentive Payment (2023 tax year – full pmt) in the amount of \$21,889.62 to Matriarch Ventures, LLC, for improvements to Village of Wrightstown Parcels 300 002402 through 300 002451.
- **Steak Dinner Properties** – 2024 Development Incentive Payment (2023 tax year – half pmt) in the amount of \$73,310.58 to Steak Dinner Properties, LLC (Custom Offsets), for improvements to Village of Wrightstown Parcels VW-189-4, and 300 010400.
- **RGH Wrightstown, LLC** – 2024 Development Incentive Payment (2023 tax year – half pmt) in the amount of \$9,875.00 to RGH Wrightstown, LLC (Grand Appliance) for improvements to the Village of Wrightstown Parcel VW-634.
- **River Valley Industries, LLC** – 2024 Development Incentive Payment (2023 tax year – half pmt) in the amount of \$11,277.22 to River Valley Industries, LLC for improvements to the Village of Wrightstown Parcel VW-W181-1.
- **Epsilon Properties, LLC (Zeta)** – 2024 Development Incentive Payment (2023 tax year – half pmt) in the amount of \$11,190.47 to Epsilon Properties, LLC (Zeta) for improvements to the Village of Wrightstown Parcel 300 000402.
- **Wrightstown Golf Course Apartments, LLC** – 2024 Development Incentive Payment (2023 tax year – half pmt) in the amount of \$21,215.66 to Midwest Expansion, LLP (Wrightstown Golf Course Apartments, LLC) for improvements to the Village of Wrightstown Parcels 300 000401, 300 000441. **Motion carried.**

Development Incentive Payments – Motion made by T Schaeuble with a second made by D Segerstrom to approve the following Development Incentive Payments:

- **Wrightsite Development, LLC** – 2024 Development Incentive Payment (2023 tax year – full pmt) in the amount of \$63,048.45 to Wrightsite Development, LLC for improvements to the Village of Wrightstown Parcel VW-W177-1.

- **Wrightstown Golf Course Apartments, LLC** – 2024 Development Incentive Payment (2023 tax year – half pmt) in the amount of \$41,031.76 to Wrightstown Golf Course Apartments, LLC for improvements to Village of Wrightstown Parcels 300 000102, 300 000104, 300 000106 – 300 000124, Multi-Family Development.
- **Wrightstown Golf Course, LLC** – 2024 Development Incentive Payment (2023 tax year – half pmt) in the amount of \$37,368.95 to Wrightstown Golf Course, LLC for improvements to Village of Wrightstown Parcels 300 000301 – 300 000378, Single Family Development.
- **Wrightstown Riverfront, LLC** – 2024 Development Incentive Payment (2023 tax year – full pmt) in the amount of \$58,935.75 to Midwest Expansion, LLP (Wrightstown Riverfront, LLC) for improvements to Village of Wrightstown Parcels VW-380, VW-380-1, and VW-380-2.
- **Wrightstown Properties, LLC** – 2024 Development Incentive Payment (2023 tax year – full pmt) in the amount of \$17,228.00 to Wrightstown Properties, LLC (Print Pro) for improvements to Village of Wrightstown Parcels VW-W175, VW-W175-2. Call of roll: 7 yes votes. **Motion carried.**

PARKS, RECREATION AND REGIONAL PLANNING

Village Board Meeting Change – Reminder, Committee of the Whole & Village Board Meetings will be changed back to Tuesday, February 20th due to no Spring Primary.

Village Park & Boat Launch Agreement – Motion made by D Segerstrom with a second made by S Byers on approval of the 2024 Village Park and Boat Launch Use Agreement with the Waterboard Warriors. **Motion carried.**

TEA Grant – Motion made by D Segerstrom with a second made by S Byers to table the approval of the letter requesting TEA Grant release for Green Bay Structural Steel (Spirit) Rail Spur. **Motion carried.**

Hillcrest Lumber – Motion made by D Segerstrom with a second made by J Sigmund on approval of Hillcrest Lumber Parcel for Village Sign. 5 opposed votes. **Motion does not carry.**

PUBLIC SAFETY

Police Department – None

Fire Department – The Fire Department’s ice rescue training was featured in the Brillion News.

PUBLIC WORKS – Andy Vickman submitted the January Report as follows:

- For the month of December solid waste curbside tonnage totaled 69.84 and recycling tonnage collected was 20.56 tons.
- Temporary occupancy has been granted for the new DPW Facility. Moving operations are well under way.
- 15 trees ordered through the FDFT program.
- The Poplar Street Reconstruction Project currently out for bid, with the bid opening scheduled for Thursday, February 8th.
- Christmas decorations have been taken down for the season, with a Special THANK YOU extended to Kaukauna Utilities for their assistance.
- Working with REL on updating our GIS program.

ADJOURN:

Motion made by J Sigmund with a second made by S Byers to adjourn the meeting at 7:36 pm.

Motion carried.

Shelia Bowers, Clerk/Treasurer

Posted: 02/21/2023 SB