

**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, January 16, 2024**, and convened at 6:02 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 7:15pm), Terry Schaeuble, and Julie Sigmund. Absent – Trustee Dan Segerstrom.

Also present: Brian Roebke (Wrightstown Area Spirit), Christopher Johnson (virtual - Brillion News), Administrator Travis Coenen, Public Works Director Andy Vickman, Police Chief Greg Deike, Clerk-Treasurer Shelia Bowers, Town of Wrightstown Chairmen William Verbeten, and Town of Wrightstown Supervisor Ronald Diny. Residents: David Lich, Kathryn Lich, Jason Gerend, and Ryan Trizinski.

**REGULAR SESSION**

**MINUTES** – Motion made by T Schaeuble with a second made by S Byers to approve the Tuesday, January 02, 2024 Village Board Meeting Minutes, as submitted. **Motion carried.**

**VOUCHERS** – Motion made by T Schaeuble with a second made by S Byers to approve the vouchers from December 28, 2024 through January 10, 2024 totaling \$234,480.45. **Motion carried.**

**SCHEDULED APPEARANCES:**

**William Verbeten**, Chairman, Town of Wrightstown, addressed the Village Board and asked for compensation for damage in the amount of \$69,825 he believed was caused to French Road roadway by the Village’s Water Pipeline coming from Green Bay.

**Move Agenda Item** – Motion made by J Sigmund with a second made by S Byers to move ahead of “WALK INS” the **Discussion/Action** on approval of Town of Wrightstown’s request for compensation for French Road roadway repairs totaling \$69,825. **Motion Carried**

**Town of Wrightstown, French Road Repairs** – Motion made by J Sigmund with a second made by S Byers on approval of Town of Wrightstown’s request for compensation for French Road roadway repairs totaling \$69,825. All in favor: 4 yes votes, 1 no vote. **Motion carried.**

**WALK INS: None**

**CORRESPONDENCE: None**

## **ADMINISTRATOR'S REPORT:**

- Handout on current Investments and Loans
- Working on Developers Agreements
- Working on Grants for the River District

## **CLERK/TREASURER'S REPORT:**

- Our January Clerk/Treasurer's meeting was held on Tuesday, January 9<sup>th</sup>. The topics of discussion were: Updates, Job Procedures, and Cross Training. We also shared our favorite thing about the Holiday's.
- The next meeting is scheduled for February 13, 2024.
  - We talked about having the Clerk/Treasurer report on the 2nd meeting of the month, so we would be able to provide the Village Board with updated building permits and an overview of the bank accounts.
- Viewed a recorded meeting outlining the 2024 ETF Local Updates as follows:
  - New Change for 2024 - The Group Insurance Board approved Income Continuation Coverage (ICI) language amendments that update the maximum earnings eligible for coverage under the Standard Plan from \$64,000 to \$120,000 for all local employees. The Supplemental Coverage will be eliminated. The changes go into effect on February 1, 2024. They are estimating that ICI coverage for local employees will be on a premium holiday for approximately 5 more years.
  - New timeline for Health Insurance rate setting, target date will be June. This date was moved up for budget purposes, and will help get Open Enrollment information to Employers a few months earlier.
  - Proposed Change for 2025 - Life Insurance premium rate changes will occur on April 1st vs July 1st to align with State Employee rate changes.
  - ETF is updating the Insurance Administration System (IAS) and hope to be going live with the system in June 2024.
- Election training was held on December 18<sup>th</sup> in Conference Room C. I had 10 Election inspectors and Heather Rezek join in on the training session.
- There will be no Spring Primary for the Village of Wrightstown. We need to decide if we're are going to be moving the Village Board meeting back to Tuesday February 20<sup>th</sup> or leaving it On Wednesday, February 21<sup>st</sup>.
- Clerk/Treasurer's Department attended the staff Christmas party on Tuesday, December 19<sup>th</sup> and had lots of fun. The game playing definitely brought out the competitive side in everyone.
- 2023 Interim Audit with CLA (Clifton, Larson, Allen) is scheduled for Monday, January 29<sup>th</sup>, 30<sup>th</sup>, & 31<sup>st</sup> 2024.
- Patti Leitermann and I have been busy training Heather Rezek on everything she needs to know about the Deputy Clerk duties, and Heather's doing a great job.

## **COMMITTEE REPORTS:**

### **FINANCE/PERSONNEL**

**Board of Commissioners of Public Lands** – Motion by S Byers with a second made by

T Schaeuble to approve the Board of Commissioners of Public Lands Invoice No. 0000020827, for \$152,205.58, for principal and interest payments on the Village's 2016 \$565,000 and 2017 \$824,000 State Trust Fund Loans. Call of roll: 5 yes votes. **Motion carried.**

**Enterprise Electric, Inc** – Motion made by S Byers with a second made by J Sigmund on approval of Enterprise Electric, Inc. Invoice# 23475A in the amount of \$17,500 for electrical work completed at the New DPW Facility. Call of roll: 5 yes votes. **Motion carried.**

A Vickman outlined the budget for the New DPW Facilities Compost Site.

**Countryside Services LLC** – Motion made by S Byers with a second made by J Sigmund on approval of Countryside Services LLC Invoice# 11072 in the amount of \$55,300 for work completed at the New DPW Facility. Call of roll: 5 yes votes. **Motion carried.**

**Countryside Services LLC** – Motion made by S Byers with a second made by J Sigmund on approval of Countryside Services LLC Invoice# 11076 in the amount of \$68,400 for work completed at the New DPW Facility. Call of roll: 5 yes votes. **Motion carried.**

**Born Heating And Cooling** – Motion made by S Byers with a second made by J Sigmund on approval of Born Heating And Cooling Invoice# 11373 in the amount of \$15,700 for work completed at the New DPW Facility. Call of roll: 5 yes votes. **Motion carried.**

**Ameritrack Rail** – Motion made by S Byers with a second made by J Sigmund on approval of Ameritrack Rail Invoice# 14626 in the amount of \$26,137.74 for Alliance Plastics Railroad Track Construction. Call of roll: 5 yes votes. **Motion carried.**

**Moss & Associates LLC** – Motion made by S Byers with a second made by J Sigmund on approval of Moss & Associates LLC Pay Request to the Brown County Clerk of Circuit Court f/b/o Duquaine Development Inc., Associated Bank, N.A. in the amount of \$35,500 for CN Rail Spur. Call of roll: 5 yes votes. **Motion carried.**

**Economic Development Consulting** – Motion by S Byers with a second made by J Sigmund on approval of payment of Contract for Economic Development Consulting with Mark Leonard in the amount of \$63,509.50. Call of roll: 4 yes votes, and Mark Leonard abstaining from the vote. **Motion carried.**

**Municipal Law & Litigation Group** – Motion by S Byers with a second made by J Sigmund on approval to hire Municipal Law & Litigation Group, S.C. for legal services for the Village of Wrightstown. Call of roll: 5 yes votes. **Motion carried.**

## **PARKS, RECREATION AND REGIONAL PLANNING**

**Extraterritorial CSM Review** – Motion made by T Schaeuble with a second made by S Byers to approve the Extraterritorial CSM Review from Tom VanAsten & Phyllis VanAsten, 4089 CTH DDD, Parcels W-150 & W-151 in the Town of Wrightstown. **Motion carried.**

## **PUBLIC SAFETY**

### **Police Department** –

- In December the Police Department was busy with many events which included; Tree Lighting, Christmas Parade, Shop with a Cop, and Kids Care.
- The training scheduled was postponed because of the weather.
- DPW did a great job with keeping the roads cleaned off in the latest snow storm.

### **Fire Department –**

- The Fire Department did their final training for the year.
- Had their Christmas party.
- Had several reports from County Road U apartment residents regarding CO2 alarms being triggered. Subsequent investigation revealed that the alarms were activated due to vehicle start-ups occurring in the garages.

### **PUBLIC WORKS**

- Currently working with a local industry in town to address sewer use violations, and hopeful for prompt resolution and compliance.
- Happy with the DPW crew for their effective management of the recent snowstorm.
- Special thanks to Tinedale Farms and local resident Billy Krueger for their invaluable assistance in getting the plow truck back on the road during the recent snowstorm. The collaborative effort within the community is truly commendable.
- Finalized the plans for Poplar Street and will be completing the project this year.

### **CLOSED SESSION:**

Motion made by S Byers with a second made by T Schaeuble to proceed into **CLOSED SESSION**, pursuant to Wisconsin State Statute 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for:

- **Economic Development – Development Negotiations**

Call of roll: 5 yes votes. **Motion carried.**

### **OPEN SESSION:**

Motion made by J Sigmund with a second made by S Byers to move into open session. Call of roll: 6 yes votes. **Motion carried.**

### **ADJOURN:**

Motion made by S Byers with a second made by J Sigmund to adjourn the meeting at 8:05 pm. **Motion carried.**

Shelia Bowers, Clerk/Treasurer

*Posted: 02/06/2024 SB*