

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, March 19, 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, Terry Schaeuble, and Julie Sigmund. Absent – Trustees: Andy Lundt, and Dan Segerstrom.

Also present: Brian Roebke (Wrightstown Area Spirit), Administrator Travis Coenen, Public Works Director Andy Vickman, Police Chief Greg Deike, Fire Inspector Nathan Helbing, Clerk-Treasurer Shelia Bowers, Scott Sheppard (Wisconsin Public Service), and Joe Sarazen (Changing Lanes). Residents: John Wollner, Keith Wendlandt, Tony Decker, Ron Zahn, Jonathan Peterson, Len Riehl, and MD (Virtual).

REGULAR SESSION

OPEN MEETING – Motion made by J Sigmund with a second made by T Schaeuble to open the Regular Session Meeting. **Motion carried.**

MINUTES – Motion made by S Byers with a second made by T Schaeuble to approve the Tuesday, March 05, 2024 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 March 01, 2024 through March 13, 2024 totaling \$657,440.27. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS: None

- **Tony Decker** – 38 Golden Wheat Lane Resident, addressed the Village Board on why he’s running for the Wrightstown School Board.
- **Len Riehl** – 248 Royal St Pats Drive Resident, inquired with the Village Board about any planned safe routes to accommodate the increased traffic resulting from the ongoing expansion in the Golf Course Drive area. He also expressed concerns about the sound barrier in that area.

T. Coenen mentioned that there are plans in place for the urbanization of Broadway, which include the addition of a pedestrian or multi-use path along Broadway extending to the other side of the roundabout near the lift station. Additionally, there are considerations for urbanizing County Road U, which may involve incorporating a potential multi-use path in that area as well. For Vyper, the majority of traffic is expected to come from the frontage road. Regarding the sound barrier, it's determined by the Wisconsin Department of Transportation (WisDOT); it's their sound wall.

CORRESPONDENCE: None

ADMINISTRATOR’S REPORT:

- Alliance rail construction project completed, and TEA reimbursement will be sent out this week for the \$400,000.
- Searching out more grants for various opportunities for the River District and Parks.
- Plum Creek Restoration Project is moving forward with some public meetings this spring and construction this summer.
- Staff working with Auditors with anticipated final report in April.
- Working on land negotiations on County U and six manufacturing developments.
- Event schedule locked in for 2024.
- Events calendar magnets to go out with next water bill.
- Evaluations complete and the community is blessed to have such service-oriented folks on our team.
- Presented at WCMA conference in February and will be presenting at WHEDA’s Elected Officials 101 conference hosted here in Wrightstown on May 16th.
- Working on a lot of other community projects with other nonprofits in the area.
- Resch Center – State of the Economy.
- Rock the Block, looking to do a project in the Village of Wrightstown in 2025 or 2026.

CLERK/TREASURER’S REPORT

- Our monthly Clerk/Treasurer’s team meeting was held on Wednesday, March 13th. During the meeting, we shared our favorite St. Patrick’s Day memories and discussed the following topics:
 - Congratulations to Heather Rezek, who is now married and will be using her new name, Heather Mc Ewen.
 - We are currently enhancing Excel spreadsheets by updating formulas to optimize functionality.
 - We are making efforts to save more reports on the computer and reduce printing, thereby decreasing paper usage.
 - Field training for Building Permits will involve collaboration with the Building Inspector, Public Works, and Fire Department.

Our next meeting is scheduled for April 10, 2024.

- As of Monday, March 13th, the following businesses have not paid their 2023 personal property tax and are considered delinquent
 - Bark At The Moon 61.13 plus interest/ penalties
 - CHEP USA 999.20 plus interest/ penalties
 - Crush Nutrition 33.79 plus interest/ penalties
 - D&D Chiropractic & Wellness 96.55 plus interest/ penalties
 - Hair Canvas 196.30 plus interest/ penalties
 - Lost Key Tap 1,045.86 plus interest/ penalties
 - Matthew’s Senior Living 514.89 plus interest/ penalties
 - REDBOX Automated Retail 4.83 plus interest/ penalties

- Election updates:
 - On Monday, March 11th, we conducted a training session for the Village of Wrightstown election officials. The session took place from 9:00am to 11:30am in the Community Room, and it was attended by 17 participants. The topics of discussion were as follows:
 - Workplace Violence/Active Shooter
 - Badger Book Functions
 - Oath of Office
 - Follow-up Questions from Prior Meeting
 - New Laws
 - Absentee Ballot Scenarios
 - April 2nd 2024 Spring Election
 - Absentee Ballots first batch mailed out on March 12th
 - In-person Absentee Voting for the Village begins on Tuesday, March 19th at 8:00 am.
 - Public Testing for the Village’s Electronic Voting Equipment, on March 27th at 9:00 am.
- Dog Postcards
 - We mailed out 189 postcards to remind Village Residents to get their dogs registered. Per State Statute dogs need to be registered with the municipality by April 1st of each year.

COMMITTEE REPORTS:

FINANCE/PERSONNEL

CTW Wells & Pumps – Motion made by S Byers with a second made by T Schaeuble to approve CTW Wells & Pumps, Invoice# 41272 in the amount of \$40,953.00 for Well #4. Call of roll: 5 yes votes. **Motion carried.**

Greenleaf Bank Payment Notice for Loan #810132002 – Motion made by S Byers with a second made by T Schaeuble to approve Greenleaf Bank payment notice for loan #810132002, in the amount of \$63,830.04, for principal and interest payments on the Village’s 2018 \$558,500 General Obligation Bank Note. Call of roll: 5 yes votes. **Motion carried.**

Ehlers Bond Trust Services Debt Service Statement #86938 – Motion made by S Byers with a second made by T Schaeuble to approve Ehlers Bond Trust Services Debt Service Statement #86938, for \$159,105.00, for principal and interest payments on the Village’s \$2,705,000 General Obligation Corporate Purpose Bonds, Series, 2017A. Call of roll: 5 yes votes. **Motion carried.**

Ehlers Bond Trust Services Debt Service Statement #86939 – Motion made by S Byers with a second made by T Schaeuble to approve on Ehlers Bond Trust Services Debt Service Statement #86939, for \$140,665.63, for principal and interest payments on the Village’s \$2,235,000 General Obligation Corporate Purpose Bonds, Series 2019B. Call of roll: 5 yes votes. **Motion carried.**

Ehlers Bond Trust Services Debt Service Statement #86940 – Motion made by S Byers with a second made by T Schaeuble to approve on Ehlers Bond Trust Services Debt Service Statement #86940, for \$189,150.00, for principal and interest payments on the Village’s \$2,665,000 General Obligation Corporate Purpose Bonds, Series 2021A. Call of roll: 5 yes votes. **Motion carried.**

Ehlers Bond Trust Services Debt Service Statement #86941 – Motion made by S Byers with a second made by T Schaeuble to approve on Ehlers Bond Trust Services Debt Service Statement #86941, for \$160,445.00, for principal and interest payments on the Village’s \$2,270,000 General Obligation Corporate Purpose Bonds, Series 2022A. Call of roll: 5 yes votes. **Motion carried.**

Ehlers Bond Trust Services Debt Service Statement #86942 – Motion made by S Byers with a second made by T Schaeuble to approve on Ehlers Bond Trust Services Debt Service Statement #86942, for \$174,748.60, for principal and interest payments on the Village’s \$2,545,000 General Obligation Corporate Purpose Bonds, Series 2023A. Call of roll: 5 yes votes. **Motion carried.**

Fire Department New Hire Nicholas Diedrich – Motion made by J Sigmund with a second made by S Byers to approve on hiring Nicholas Diedrich to the Wrightstown Fire Department, effective April 1, 2024, Probationary Level. **Motion carried.**

PARKS, RECREATION AND REGIONAL PLANNING

Alano Club – Sign Review – Motion made by T Schaeuble with a second made by J Sigmund to approve the Sign Review for Alano Club, 344 Broadway St, Parcel VW-201, Village of Wrightstown. **Motion carried.**

Tinedale Farms LLC – Site Plan Review – Motion made by T Schaeuble with a second made by J Sigmund to approve the Site Plan Review, Tinedale Farms LLC – Tinedale RNG Station, 720 County Road DDD, Parcel VW-190, Village of Wrightstown. **Motion carried.**

New Operator License Application – Motion made by T Schaeuble with a second made by S Byers to approve the Operator License Applications for: Samantha L Thompson for Wrightstop BP. **Motion carried.**

Collateral Assignment of Development Agreement – Motion made by T Schaeuble with a second made by S Byers to approve the Collateral Assignment of Development Agreement made by and between Wrightstown Golf Course, LLC, and BLC Community Bank. **Motion carried.**

Gnarly Cedar Developers Agreement and Warranty Deed – Motion made by T Schaeuble with a second made by S Byers to approve the Gnarly Cedar Developers Agreement and Warranty Deed. **Motion carried.**

Vyper Industrial Developers Agreement – Motion made by T Schaeuble with a second made by S Byers on the 496 East Frontage Road, Parcel No. 300 015800 and 300 015600, Outagamie

Cty, Vyper Industrial Developers Agreement. **Motion carried.**

CoolAx Solutions – Motion made by T Schaeuble with a second made by J Sigmund to approve the proposal from CoolAx Solutions for a Residents Handbook and Economic Development/ Tourism Guide as well as Social Media Support, not to exceed \$2,000 on the Social Media Support and to be revisited once the cap is met. **Motion carried.**

PUBLIC SAFETY

Police Department –

Chief Deike submitted the February police department report with the following details:

02/01/2024 Legal Update Outagamie County DA's Office – Alberts, Schultz, Hermsen.

02/04-07/2024 WI Police Leadership Conference - Deike.

02/10/2024 Drug Recognition/Trends/Warrants with Brown County DTF – Deike, Martin, DeWinter, Alberts, Schultz, and Manser.

03/11/2024 Active Shooter presentation was a portion of the Election training session.

03/05/2024 Congratulations to Gary DeWinter for reaching 10 years of dedicated service with the Village of Wrightstown.

Please mark your calendars for National Night Out scheduled for 08/06/2024.

EVENTS

01/04/2024 Coffee w/a Cop – Department Equipment

The Wrightstown Police Department will be hosting Safe Families for Children (SFFC) of Northeast Wisconsin at the April 4th Coffee with a Cop at The River Coffee and Cream at 9:00am. Chief Deike attended a presentation by SFFC at the High School and was intrigued at what this program could do for our community. SFFC is a Nationally run organization whose goal is to create safe environments for families who might need life skill training from themselves and home care support for themselves or their children. The Northeast Chapter covers Brown, Outagamie, Winnebago, and Calumet Counties. They currently have active programs in Green Bay and Appleton but not in the Wrightstown Area. SFFC is currently in the development phase in finding host families and building the infrastructure for our community. Find out how this program could help the Wrightstown Police Department by attending this program. Oh, and as usual, one free drip coffee or \$1.00 off a specialty drink for those who attend. We hope to see you there.

Fire Department –

Chief Schampers submitted the February Fire department report with the following details:

For the month of FEB the FD responded to 5 calls.

- A barn fire occurred at Seven Oaks Dairy.
- There was a fire alarm maintenance issue at Cold Storage.
- A carbon monoxide alarm went off at an apartment complex on County Road U.
- A fire alarm at the high school was canceled as it was part of a fire drill.
- A pole was knocked down in the village due to an accident, which was handled by the police department.
- February training focused on Jaws of Life and vehicle extraction, with an emphasis on

providing hands-on experience to younger and less experienced members. Mid-level members took on leadership roles during scenarios, while department officers provided guidance.

- Members requiring state certification for Driver Operator started classes at Lawrence, scheduled until April.
- Routine monthly truck inventory and checks were conducted.
- A general business meeting was held.
- Preparation began for a fundraiser with Lucky's for the annual Meat Raffle, scheduled for Saturday, March 23rd at 2:00 pm.

PUBLIC WORKS

- On March 20, 2024, there will be a pre-construction meeting held for Poplar Street.
- We've wrapped up numerous spring projects over the past few weeks, taking advantage of the nice weather.
- There was an issue with the Tower Mixer at the Tower B site.
- Congratulations to Jo Starkey for successfully passing her CDL exam!

ADJOURN:

Motion made by S Byers with a second made by J Sigmund to adjourn the meeting at 7:15 pm.

Motion carried.

Shelia Bowers, Clerk/Treasurer

Posted: 04/04/2024 SB