

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 **Wednesday, August 07, 2024**, and convened at 6:04 pm at the conclusion of the Committee of the Whole meeting.

Roll Call: Present – Village President Dean J Erickson, Trustees: Sue Byers, Mark Leonard, Ryan Roebke, Terry Schaeuble (arrived 6:11 pm), and Julie Sigmund. Absent – Trustee A Lundt.

Also present: Administrator Travis Coenen, Public Works Director Andy Vickman (virtual), Police Chief Greg Deike, Fire Inspector Nathan Helbing (virtual), Stephen Wesoloski (Midwest Expansion, LLP), and Clerk-Treasurer Shelia Bowers.

UTILITY COMMISSION MONTHLY MEETING

Motion made by S Byers with a second made by J Sigmund to open the August 07, 2024 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Water Usage: Through July 31, 2024, a total of 6.552 million gallons of water were pumped, with a daily average of 211,355 gallons.
- Maintenance: Dorner Valve completed the 10-year maintenance checklist at the metering stations in July.

SEWER UTILITY

- Wastewater Treatment: As of July 31, 2024, 8.799 million gallons of wastewater were treated, with a daily average of 283,840 gallons.
- Septage: From January through June, 1,542,550 gallons of septage were received, contributing to a year-to-date total revenue of \$25,887.
- Upcoming Activities: Sludge hauling is scheduled for early August, and a scum pump replacement is planned at the Wastewater Treatment Plant.

Motion made by J Sigmund with a second made by M Leonard to close the August 07, 2024 Utility Meeting. **Motion carried.**

REGULAR SESSION

MINUTES – Motion made by S Byers with a second made by J Sigmund to approve the Tuesday, July 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 July 11, 2024 through July 31, 2024 totaling \$231,709.26. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS: None

CORRESPONDENCE:

- A “Thank You” from the Wrightstown Historical Society expressed gratitude to all involved in the concrete work at the Mueller-Wright House.

ADMINISTRATOR’S REPORT:

- Currently working on various developments, road projects, and the upcoming budget.
- Preliminary numbers were received from the Department of Revenue and have been verified for accuracy.

COMMITTEE REPORTS:

FINANCE/PERSONNEL

2024 Utility Construction – Golf Course Drive Utility Extension – Motion made by J Sigmund with a second made by S Byers on approval of the 2024 Utility Construction – Golf Course Drive Utility Extension, Contract 1269-24-04, with recommendations by Robert E Lee & Associates, Inc to award the bid to PTS Contractors, Green Bay, WI for the bid amount of \$496,000.00. Call of roll: 6 yes votes. **Motion carried.**

Brown County Municipal Project Agreement (BCMA) – Motion made by S Byers with a second made by J Sigmund on approval of the Brown County Municipal Project Agreement (BCMA) for Project# DD-6 Village of Wrightstown. Call of roll: 6 yes votes. **Motion carried.**

Broadway Street Offer to Purchase – Motion made by S Byers with a second made by T Schaeuble on approval of the Broadway Street Offer to Purchase for Storm Sewer Pond Land Acquisition, Tinedale Farms in the amount of \$80,900. Call of roll: 6 yes votes. **Motion carried.**

Certificate of Direction – Motion made by S Byers with a second made by T Schaeuble on approval of the Certificate and Direction, dated August 7, 2024, instructing the escrow agent to disburse \$61,890.00 from the Village’s escrow account, on Friday, August 9, 2024, to the Town of Kaukauna, for payments required under Section IV of the Intergovernmental Agreement between the Village of Wrightstown and the Town of Kaukauna Withdrawing Restriction on Annexation dated December 12, 2013. Call of roll: 6 yes votes. **Motion carried.**

Rail Spur Bank Note to Greenleaf Bank – Motion made by S Byers with a second made by T Schaeuble on approval of the \$42,552 in principal and interest payments on the Village’s 2022 \$360,000 Rail Spur Bank Note, to Greenleaf Bank, due on August 15, 2024. Call of roll: 6 yes votes. **Motion carried.**

Development Incentive Payments – Motion made by S Byers with a second made by T Schaeuble on approval of the 2024 Development Incentive Payments (2023 tax year – half payments) for the following:

- **Midwest Expansion, LLP** (Wrightstown Golf Course Apartments, LLC - near Lucky's) for improvements to the Village of Wrightstown Parcels 300 000401, 300 000441, in the amount of \$21,215.67.
- **Midwest Expansion, LLP** (Wrightstown Riverfront, LLC) for improvements to Village of Wrightstown Parcels VW-380, VW-380-1, and VW-380-2, in the amount of \$58,935.75.
- **RGH Wrightstown, LLC** (Grand Appliance, Inc) for improvements to the Village of Wrightstown Parcel VW-634, in the amount of \$9,875.
- **River Valley Industries, LLC** for improvements to the Village of Wrightstown Parcel VW-W181-1, in the amount of \$11,277.22.
- **Steak Dinner Properties, LLC** (Custom Offsets) for improvements to Village of Wrightstown Parcels VW-189-4, and 300 010400, in the amount of \$73,310.58.
- **Wrightstown Golf Course, LLC** (multi-family development) for improvements to Village of Wrightstown Parcels 300 000102, 300 000104, 300 000106 – 300 000124, in the amount of \$41,031.76.
- **Wrightstown Golf Course, LLC** (single-family development) for improvements to Village of Wrightstown Parcels 300 000301 – 300 000378, in the amount of \$37,368.95.

Call of roll: 6 yes votes. **Motion carried.**

Murphy Concrete & Construction (MCC) Invoice# 44792 – Motion made by S Byers with a second made by J Sigmund on approval of the Murphy Concrete & Construction (MCC) Invoice# 44792 in the amount of \$36,806.80 for DPW Parking Lot. Call of roll: 6 yes votes. **Motion carried.**

Murphy Concrete & Construction (MCC) Invoice# 44796 – Motion made by S Byers with a second made by J Sigmund on approval of the Murphy Concrete & Construction (MCC) Invoice# 44796 in the amount of \$16,816.50 for Mueller Park Trail. Call of roll: 6 yes votes. **Motion carried.**

PARKS, RECREATION AND REGIONAL PLANNING

Resolution# 08072024 – Motion made by T Schaeuble with a second made by R Roebke on Resolution# 08072024, resolution regarding the discontinuance of a portion of a public right-of-way in the Village of Wrightstown, Brown County, Wisconsin. Call of roll: 6 yes votes. **Motion carried.**

Midwest Expansion LLP – Site Plan Review, Parcel VW-W180-2 – Motion made by T Schaeuble with a second made by S Byers on the Site Plan Review, Midwest Expansion LLP, 4557 County Road U, Parcel VW-W180-2, Village of Wrightstown. **Motion carried.**

Midwest Expansion LLP – Preliminary PDD Review – Motion made by T Schaeuble with a second made by R Roebke to approve the Preliminary PDD Review, Midwest Expansion LLP, 4557 County Road U, Parcel VW-W180-2, Village of Wrightstown. **Motion carried.**

Extraterritorial CSM Review, Parcels 130061500 & 130061600 – Motion made by

T Schaeuble with a second made by R Roebke on approving the Extraterritorial CSM Review, Chad & Tammy Bader, N2798 Sleepy Creek Drive, Parcels 130061500 & 130061600, Town of Kaukauna. **Motion carried.**

PUBLIC SAFETY

Police Department:

- Events:
 - Bike to the Beat: This event took place on August 3, 2024.
 - National Night Out: Held on August 6, 2024, and was a successful event. Special credit is given to Amanda Alberts and her committee for their great efforts. Additionally, a big shout out goes to the community businesses for their donations and support in making the night a success.

Fire Department:

- Calls: There were 7 calls in July, making it a very busy month, with 3 calls so far in August.
- Equipment: There is a plan to replace some of the Water Rescue equipment next year.
- Neighboring Support: The Fire Department has been actively assisting neighboring communities, as we will also need their help in the future.

PUBLIC WORKS

Andy Vickman provided a summary of the Public Works Report, outlining the following key points and updates.

- For the month of June, curbside solid waste tonnage totaled 73.80, and recycling tonnage collected was 19.76 tons.
- The HWY 96 project has been completed.
- We continue to work on the 2025 General Budget.
- Binder has been applied at the New DPW facility.
- A new sign has been installed at the DPW facility and compost site.
- DPW personnel have trenched and installed the light pole base at the new DPW facility.
- The salt storage shed is nearing completion.
- Working with Bug Tussel as they install fiber throughout the Village.
- The remaining dead ash trees have been removed along School Street.
- The DPW staff has replaced the concrete floor at the Mueller Wright House.
- A large oak tree near the Mueller Wright House on Washington Street is scheduled for removal.
- Utility work on Broadway Street is set to begin this week.

CLOSED SESSION:

Motion made by S Byers with a second made by J Sigmund 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: 6 yes votes. **Motion carried.**

OPEN SESSION:

Motion made by S Byers with a second made by T Schaeuble 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 7:10 pm. **Motion carried.**

Shelia Bowers, Clerk/Treasurer

Posted: 08/21/2024 SB