

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, September 3, 2024**, and convened at 6:33 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, and Julie Sigmund. Absent – Trustees: Ryan Roebke, and Terry Schaeuble.

Also present: Brian Roebke (Wrightstown Area Spirit), Administrator Travis Coenen, Public Works Director Andy Vickman, Police Chief Greg Deike (virtual), Fire Chief Mike Schampers, Fire Inspector Nathan Helbing (virtual), and Clerk-Treasurer Shelia Bowers. Residents: Dalton Rupiper, and B.J. Theunis.

UTILITY COMMISSION MONTHLY MEETING

Motion made by A Lundt with a second made by J Sigmund to open the September 3, 2024 Utility Commission Monthly Meeting. **Motion carried.**

Water Utility

- Water Pumped (as of August 27, 2024): 5.844 million gallons, with a daily average of 216,444 gallons.
- Lead and Copper Testing: Second round of testing completed in August.
- Water Main Flushing: Annual flushing was successfully completed.
- Nitrate Testing: Conducted for both water and wastewater in August.
- Tower A Repairs: Lane Tank scheduled to complete repairs in August.
- Meter Maintenance: Several large meter heads with low batteries were replaced.

Sewer Utility

- Wastewater Treated (as of August 27, 2024): 7.837 million gallons, with a daily average of 290,260 gallons.
- Septage Received (January—July 2024): 1.9 million gallons, generating \$33,721 in revenue year-to-date.
- Sludge Management: 41 loads of sludge were land applied.
- Equipment Maintenance: Sludge mixer brought in for repairs.
- Training: Jo Starkey attended a week-long wastewater class, marking her first step toward obtaining wastewater certification.
- Equipment Purchased: 2005 Trackless MT6 for \$52,000 the unit is in awesome shape.

CLOSE MEETING – Motion made by A Lundt with a second made by J Sigmund to close the September 3, 2024 Utility Meeting. **Motion carried.**

REGULAR SESSION

MINUTES – Motion made by A Lundt with a second made by S Byers to approve the Tuesday, August 20, 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 August 16, 2024 through August 28, 2024 totaling \$182,790.38. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS: Brian Roebke complimented the Salt Shed Building, stating that it is a very nice-looking building at the New DPW Facility.

CORRESPONDENCE:

Bike to the US for MS – “Thank You” received from Bike the US for MS. Thank you to Travis Coenen and Village of Wrightstown for the use of Mueller Park to camp out on the night of August 18, 2024. The event raised just under \$70,000.

Cotter Family Gathering Center – “Thank you” from the Cotter family for attending and supporting their Open House on August 11, 2024.

ADMINISTRATOR’S REPORT:

- Drexel Rail Project and Broadway Project: Both projects have received approval from the Office of Compliance and Review (OCR) and are slated for potential construction in fall 2024.
- Plum Creek Restoration Project: Progress is continuing with a public information meeting scheduled for September 24th from 4:00 PM to 6:00 PM at Village Hall. This meeting will provide updates and gather community feedback.
- Financial Management Plan and TID Reporting: We are collaborating with Ehlers staff on the Financial Management Plan (FMP), Tax Increment District (TID) closure strategy, and Annual TID reporting to ensure thorough and strategic financial oversight.
- Land Negotiations and Manufacturing Developments: Ongoing efforts are focused on negotiating land deals and advancing several manufacturing developments within the Village.
- Budget Preparation for 2025: The budget process is underway with the calendar and all budget sheets prepared for 2025. We are in the first round of gathering input from the Board and the community.
- Construction Projects: Several projects are either under construction or set to begin soon, including VYPER, Broadway Street improvements, Golf Course Drive utility extension, and the installation of a crosswalk, storm sewer at County U and Broadway.
- Code Review and Employee Manual Updates: We are actively reviewing and updating the Village’s code and employee manual to ensure they meet current needs and regulations.
- Property Maintenance Code Enforcement: Efforts are underway to address and enforce property maintenance codes in response to a range of complaints, from minor to significant issues.

- Community Events: August has been a busy month with numerous community events, with tonight's final Tunes on Tuesday event featuring Adam Lee.
- Short-Term Rentals Update: We are seeing an increasing number of short-term rental applications moving closer to the NFL Draft. For more detailed information on the rentals, please visit our website.

COMMITTEE REPORTS:

FINANCE/PERSONNEL

Pay Request #1 Donald Hietpas & Sons Inc. – Motion made by S Byers with a second made by J Sigmund on Pay Request #1 from Donald Hietpas & Sons Inc., for Contract 1269-24-03, 2024 CTH DD Street Reconstruction in the amount of \$232,293.58. Call of roll: 5 yes votes.

Motion carried.

Police Department Part-time Police Officer New Hire – Motion made by J Sigmund with a second made by S Byers on hiring Scott Reignier as a part-time police officer for the Village of Wrightstown Police Department contingent upon passing the Medical and Drug Screening. Call of roll: 5 yes votes. **Motion carried.**

Vyper Site Work – Motion made by S Byers with a second made by M Leonard on approval of Vyper Site Work in the amount of \$250,000 commitment from the Village of Wrightstown. Call of roll: 5 yes votes. **Motion carried.**

CTY Road U Storm Sewer and Trail Bid – Motion made by S Byers with a second made by J Sigmund on approval of moving CTY U Storm Sewer and Trail to bid. Call of roll: 5 yes votes. **Motion carried.**

PARKS, RECREATION AND REGIONAL PLANNING

Butterfield Court Block Party – Motion made by J Sigmund with a second made by S Byers on the Event Application from Amanda Wildenberg for Butterfield Court Block Party which will take place on September 28th beginning at 3:00pm. **Motion carried.**

Resolution No. 09032024 Vacating of a Portion of Van Dyke Street – Motion made by S Byers with a second made by A Lundt to table Resolution #09032024 vacating of a portion of Van Dyke Street. **Motion carried.**

PUBLIC SAFETY

Police Department Comments–

- Movie in the Park: The Village of Wrightstown will be hosting a Movie in the Park event on Saturday, September 7, 2024.
- Detour Reminder: Please be aware of the ongoing detour on Broadway and Main Streets.
- School Safety: With the new school year starting this week, we urge everyone to be extra cautious on the roads.

Fire Department Comments—

- Movie in the Park: Scheduled for Saturday, September 7, 2024. The Fire Department will be in attendance.
- Fire Safety Events: Upcoming fire safety events were discussed.
- Hose Testing: Over 6,000 feet of hose were tested with the assistance of 25 firefighters.

PUBLIC WORKS

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

- July Solid Waste and Recycling: Curbside tonnage totaled 69.08 tons, with recycling at 18.80 tons.
- Sue Lane Extension: A 180-foot extension is underway to provide access to residential lots on the north end.
- Memorial Bench Donation: The Kozlovsky family is donating a memorial bench to be placed along the walking trail on the Fox River.
- Highway DD Project: An update on the ongoing project.
- Light Pole Installation: A new light pole was installed near the new compost site.
- Salt Storage Shed: The shed is completed, and salt was delivered during the week of August 19th.
- DPW Facility: Fill has been removed from the new DPW Facility.
- 2025 Public Works Budget: The general budget has been completed.
- Ash Tree Stump Grinding: Stumps from Ash trees removed on School Street have been ground down.
- Fiber Installation: Continued work with Bug Tussel as they install fiber throughout the village.
- Additional Garbage Carts: Ordered due to increased residential growth.
- Solid Waste/Recycling Agreement: Renewed with Deyo Disposal.
- Upcoming Fall Festival: The 2024 Fall Festival is scheduled for October 5th—see you there!

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: September 18, 2024 SB