

**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, October 1, 2024**, and convened at 6:34 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, Ryan Roebke, and Julie Sigmund. Absent – Trustee: Terry Schaeuble.

Also present: Brian Roebke (Wrightstown Area Spirit), Administrator Travis Coenen, Public Works Director Andy Vickman, Police Chief Greg Deike, Fire Inspector Nathan Helbing, Thomas Cameron (Quarles), Cynthia Fletcher (Hausch Blackwell LLP), Dayne & Dylan Rusch (Vyper Properties LLC), and Clerk-Treasurer Shelia Bowers. Resident: Dalton Rupiper

**OPEN PUBLIC HEARING** – Motion made by A Lundt with a second made by J Sigmund to open the Public Hearing. **Motion carried.**

**PUBLIC HEARING**

Notice is hereby given, that a Public Hearing was held before the Village of Wrightstown Board of Trustees, Brown/Outagamie Counties, Wisconsin, on Tuesday, October 01, 2024, directly following the Committee of the Whole Meeting, in the Village Hall Community Room, 352 High St., Wrightstown, Wisconsin, for the purpose of hearing from all persons and/or their agents on the following:

**Public Hearing Relating to Proposed Industrial Development Revenue Bond Financing for Vyper Properties LLC Project**

Travis Coenen announced that Cynthia Fletcher from Hausch Blackwell LLP and Thomas Cameron from Quarles were in attendance virtually to answer questions.

D Erickson made three calls for public input with no response.

**CLOSE PUBLIC HEARING** – Motion made by A Lundt with a second made by S Byers to close the Public Hearing. **Motion carried.**

**UTILITY COMMISSION MONTHLY MEETING**

Motion made by A Lundt with a second made by J Sigmund to open the October 1, 2024 Utility Commission Monthly Meeting. **Motion carried.**

**Water Utility**

- Water pumped as of September 25, 2024, totals 5.468 million gallons, with a daily average of 210,308 gallons.
- All 20 lead and copper testing results from August 2024 were within normal parameters.

- PTS Contractors have made good progress on the water and sewer extension on Golf Course Drive.
- We received a letter from the DNR reducing monitoring requirements and ceasing CCT steps.
- Nitrate testing results for both water and wastewater were within normal parameters.
- DBP testing results were within normal parameters.
- Lane Tank completed repairs to Tower A in September.
- Mixers at both water towers were replaced under warranty in September.
- The 2025 water budget has been completed.
- The final draft of the Service Line Inventory report was submitted to the DNR and is currently under review.
- 4” and 6” water services were installed at the new Kimps Ace Hardware.

### **Sewer Utility**

- Wastewater treated as of September 25, 2024, totals 6.551 million gallons, with a daily average of 251,960 gallons.
- From January to July, 1.9 million gallons of septage were received, generating \$33,721 in revenue year-to-date.
- The 2025 sewer budget has been completed.
- A repair quote for the sludge mixer was received, and it will be replaced with a new unit.
- The sludge storage transducer is scheduled to be replaced in September.

Motion made by A Lundt with a second made by J Sigmund to close the October 1, 2024 Utility Meeting. **Motion carried.**

### **REGULAR SESSION**

**MINUTES** – Motion made by A Lundt with a second made by J Sigmund to approve the Tuesday, September 17, 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 September 13, 2024 through September 25, 2024 totaling \$114,255.98. **Motion carried.**

**SCHEDULED APPEARANCES: None**

**WALK INS: None**

**CORRESPONDENCE: None**

### **ADMINISTRATOR’S REPORT:**

- The Village is busy with numerous construction projects underway.
- A reminder that the Fall Festival is scheduled for October 5, 2024.
- Another reminder is that the Bingo Bash is scheduled for October 8, 2024.
- Ongoing discussions continue around various developments within the Village.

**COMMITTEE REPORTS:**

**FINANCE/PERSONNEL**

**Final Resolution No. 10012024A** – Motion made by S Byers with a second made by J Sigmund on approval of Final Resolution No. 10012024A regarding Industrial Development Revenue Bond Financing for Vyper Properties LLC Project. Call of roll: 6 yes votes. **Motion carried.**

**State of Wisconsin Department of Administration Invoice #20596** – Motion made by S Byers with a second made by J Sigmund on approval of State of Wisconsin Department of Administration Invoice #20596 in the amount of \$59,189.80, to pay as follows:

- Interest payment of \$18,857.21, to pay on DNR Project ID 4356-04, on the Village’s 2009 Clean Water Fund Loan
- Interest payment of \$6,912.05, to pay on DNR Project ID 4942-03, on the Village’s 2013 Safe Drinking Water Fund Loan
- Interest payment of \$33,420.54, to pay on DNR Project ID 4942-04, on the Village’s 2015 Safe Drinking Water Fund Loan, to be wired per the Certificate and Direction, from the Associated Trust Escrow Account, in connection with the June 24, 2015 Escrow Agreement. Call of roll: 6 yes votes. **Motion carried.**

**Pay Request #2 from Donald Hietpas & Sons Inc** – Motion made by S Byers with a second made by J Sigmund on approval of Pay Request #2 from Donald Hietpas & Sons Inc., for Contract 1269-24-03, 2024 CTH DD Street Reconstruction in the amount of \$449,203.53. Call of roll: 6 yes votes. **Motion carried.**

**Change Orders from Donald Hietpas & Sons, Inc** – Motion made by S Byers with a second made by J Sigmund on approval of the following Change Orders from Donald Hietpas & Sons, Inc., 2024 CTH DD Street Reconstruction Project, Contract No. 1269-24-03

- Change Order No. 1 – \$3,206.00
- Change Order No. 2 – \$20,029.10
- Change Order No. 3 – \$287,012.40
- Change Order No. 4 – \$12,596.18. Call of roll: 6 yes votes. **Motion carried.**

**Rober E Lee & Associates, Inc – Invoice# 87026** – Motion made by S Byers with a second made by J Sigmund on approval of Robert E Lee & Associates, Inc Invoice# 87026 in the amount of \$39,616.39 for CTH DD – Broadway Improvements. Call of roll: 6 yes votes. **Motion carried.**

**L & M Trucking Incorporated Invoice# 1118** – Motion made by S Byers with a second made by J Sigmund on approval of L & M Trucking Incorporated Invoice# 1118 in the amount of \$23,650.00 for Road Extension of Sue Lane Call of roll: 6 yes votes. **Motion carried.**

**PARKS, RECREATION AND REGIONAL PLANNING**

**New Operator License Applications** – Motion made by R Roebke with a second made by A Lundt on approval of **NEW** Operator License Application for:

- Robin L Nosker for Bridgeport Shell & Wrightstop BP. Call of roll: 6 yes votes. **Motion carried.**

## **PUBLIC SAFETY**

### **Police Department Comments –**

- There has been an increase in mental health calls over the past several weeks within the Village.
- Numerous calls have been received related to the detour on Broadway and Main Streets.
- Officer Scott Reignier will complete his field training by the end of this week.
- Thoughts and prayers go out to the family of John Duane, a long-time judge for the Village of Wrightstown, who passed away this past week.

### **Fire Department Comments–**

- The Fire Department has been actively visiting schools in the area to demonstrate and educate students on fire safety.
- The Fire Department's Open House is scheduled for Sunday, October 6th, at Village Hall.
- Last night marked the first meeting in which the Wrightstown Fire Department participated in with the Fox River Fire District.

## **PUBLIC WORKS**

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

- In August, solid waste curbside tonnage reached 85.67, and 19.03 tons of recycling were collected.
- The Sue Lane extension has been completed, with new residential construction slated to begin soon.
- Met with local farmers to complete support forms for the ARIP grant on Fair Rd.
- The Broadway Street project remains on schedule: Hietpas has finished utility work, and MCC has started road construction.
- Bug Tussel fiber installation on the west side of the river is complete, with east-side installation awaiting permitting and a river crossing determination.
- Roses were added to the roundabouts, and landscaping around Village Hall and other Village-owned buildings is being cleaned up.
- The Solid Waste/Recycling Agreement with Deyo is being redrafted to align with the new contract.
- Worked with several residents in the RSP Subdivision to remove landscaping and shrubs planted in the drainage easement.
- ARIP application for Fair Road was submitted.
- Power has been restored to the entrance monuments in the RSP Subdivision.
- Crews have been cutting ditches and maintaining retention ponds.
- Street sweeping was completed in September.
- The crosswalk and downtown parking stall painting is nearing completion.
- A large tree near the Mueller Wright House, aged at 175 years old, was cut down.

- Special thanks to Don Hietpas and Sons for donating the installation of a water service at the Wrightstown athletic fields.
- Gutters were installed at the new DPW Facility.
- Collaborated with the Police Department and a local trapper to remove a red fox suspected of having mange, which had prompted several recent complaints.
- Staff annual evaluations are underway.
- Asphalt Seal and Repair is scheduled to complete crack sealing this week.
- Badger Concrete Lifting will raise problematic curb and sidewalk areas this month.
- The 2025 Fall Festival is scheduled for Saturday, October 5th – hope to see everyone there!

**Compliance Maintenance Annual Report** – Andy Vickman presented the Compliance Maintenance Annual Report (CMAR) with DNR Response to the Village Board.

**CLOSED SESSION:**

Motion made by A Lundt with a second made by S Byers 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 R Roebke 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 7:48 pm. **Motion carried.**

Shelia Bowers, Clerk/Treasurer

*Posted: October 16, 2024 SB*