

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, November 6, 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, Ryan Roebke, Terry Schaeuble, and Julie Sigmund. Absent – Trustee Andy Lundt.

Also present: Administrator Travis Coenen, Public Works Director Andy Vickman (virtual), Fire Chief Mike Schampers, and Clerk-Treasurer Shelia Bowers. Residents: None.

UTILITY COMMISSION MONTHLY MEETING

Motion made by S Byers with a second made by J Sigmund to open the November 6, 2024 Utility Commission Monthly Meeting. **Motion carried.**

WATER UTILITY

- Total water pumped through October 31, 2024: 6.241 million gallons, averaging 210,323 gallons daily.
- Crews are actively installing residential meters and conducting cross-connection inspections.
- Winterization of hydrants is underway.
- Keith Verbeten and Jo Starkey have completed certification training and are scheduled to take their exam in December.

SEWER UTILITY

- Wastewater treated through October 31, 2024: 7.648 million gallons, with a daily average of 246,710 gallons.
- Septage received from January to September totals 2.7 million gallons, resulting in \$51,591.22 year-to-date revenue.
- Land application of sludge: 385,000 gallons applied last week.
- Ongoing refurbishment of lift station huts throughout the Village.
- Great Lakes is scheduled to clean and televise 30,000 feet of sanitary main and clean lift stations.

Motion made by S Byers with a second made by J Sigmund to close the November 6, 2024 Utility Meeting. **Motion carried.**

REGULAR SESSION

MINUTES – Motion made by S Byers with a second made by J Sigmund to approve the Tuesday, October 15, 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 October 10, 2024 through October 30, 2024 totaling \$488,846.22. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS: None

CORRESPONDENCE:

Brown County Library Appreciation – Jennifer Schmidt from the Brown County Library extends her thanks to the Police Department for leading the "Book 'Em" Community Conversation at the Wrightstown Library last month.

ADMINISTRATOR'S REPORT:

- Numerous construction projects are actively progressing throughout the Village.
- Significant time is being dedicated to finalizing 2025 budget numbers.

COMMITTEE REPORTS:

FINANCE/PERSONNEL

Pay Request #1 from PTS Contractors, Inc. – Motion made by S Byers with a second made by J Sigmund to approve Pay Request #1 from PTS Contractors, Inc. for Contract 1269-24-04, 2024 Utility Construction – Golf Course Drive Utility Extension in the amount of \$181,547.41. Call of roll: 6 yes votes. **Motion carried.**

Pay Request #3 from Relyco Plus LLC – Motion made by S Byers with a second made by T Schaeuble to approve Pay Request #3 from Relyco Plus LLC for Contract # 1269-23-01, Regional Pond Reconfiguration in the amount of \$14,796.13. Call of roll: 6 yes votes. **Motion carried.**

Pay Request #4 from Donald Hietpas & Sons Inc – Motion made by S Byers with a second made by T Schaeuble to approve Pay Request #4 from Donald Hietpas & Sons Inc, for Contract # 1269-24-03 2024 CTH DD Street Reconstruction in the amount of \$237,700.62. Call of roll: 6 yes votes. **Motion carried.**

Appleton, Fox Cities Metropolitan Planning Organization (MPO) Policy Board – Motion made by S Byers with a second made by T Schaeuble on replacement for Terry Schaeuble for an advisory seat on the Appleton, Fox Cities Metropolitan Planning Organization (MPO) Policy Board, no volunteers so Travis Coenen will be attending. **Motion carried.**

Seven-Two-Five LLC (OGE Manufacturing) Development Agreement – Motion made by S Byers with a second made by T Schaeuble to approve the Development Agreement for Seven-Two-Five LLC. Call of roll: 6 yes votes. **Motion carried.**

PARKS, RECREATION AND REGIONAL PLANNING

New Operator License Application – Motion made by T Schaeuble with a second made by J Sigmund on approval of the NEW Operator License Application for the following:

- Shane E Petitjean, Wrightstop BP & Bridgeport Shell. **Motion carried.**

Variance Request for INX Internation Ink Co – Board of Appeals decision regarding Variance Request from INX Internation Ink Co, 737 CTH DDD, Parcel VW-177, to allow for the facility to operate within the well head protection exclusion zone.

PUBLIC SAFETY

Police Department Comments are as follows:

- The Police Department handed out 500 to 600 treat bags to kids on Halloween.
- Gary DeWinter and Heather Martin received state recognition for their work on a fraud case.

Fire Department Comments are as follows:

- The fire department had a high turnout of kids on Halloween, which was unexpected due to the weather. They handed out 500 glow necklaces and ran out before the end of the night.
- The Pre-Deer Hunt Booyah Bash will be held at the fire station on Saturday, November 16, starting at 10 a.m.

PUBLIC WORKS

Public Works Report Summary by Andy Vickman

- Solid waste curbside tonnage for September totaled 65.09, with 18.52 tons of recycling collected.
- Mainline paving on Broadway Street was completed on October 31.
- An ARIP grant was submitted for Fair Road.
- All ditches, ponds, and the sledding hill were cut in October.
- Weekly street sweeping will continue as leaves fall.
- Staff annual evaluations are underway.
- Fahrner Asphalt is scheduled to do heat repairs around raised manholes and water valves in the RSP subdivision.
- PTS Contractor completed water and sewer work on Golf Course Drive, with the County U storm extension set to start on November 4, anticipated to take three weeks, weather permitting.
- Badger Concrete Lifting raised several curb and sidewalk sections throughout the Village.
- The 2025 Fall Festival raised \$1,125 for the American Legion from vendor and car show entries.
- The team is working with the D.O.T on potential utility conflicts with the Hwy 41 Project.
- Park buildings and bathrooms are now closed for the season, and porta potties have been removed from the parks.
- Mueller Park docks are scheduled for removal this week.
- Compost grinding is set for early November.
- Residents are reminded to cover their loads when hauling brush & leaves to the compost site.
- Bernie Vickman's last day with the Village was November 1, 2024.

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 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 R Roebke to adjourn the meeting at 7:32 pm. **Motion carried.**

Shelia Bowers, Clerk/Treasurer

Posted: November 20, 2024 SB