

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The second regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High Street, on Thursday **08/16/16** and was called to order by Village President Dean Erickson at 6:00 pm with all reciting of the pledge of allegiance.

Roll Call: Present – Dean Erickson, Sue Byers, Quinn Cavanaugh, Terry Schaeuble (6:01pm),
Dan Segerstrom, Keith Wendlandt

Absent – Scott Reignier

Also present: Ed Byrne (Brillion News); Tom Collins (Wrightstown Area Spirit); Interim Village Administrator/Public Works Director Travis Coenen; Supervisor of Public Works & Utilities Andy Vickman, Fire Chief Mike Schampers; Officer in Charge Heather Martin, Police/Court Clerk Sharon Diedrick; Brown County Planning Aaron Schuette, Tim Dole, Linda Verboomen, Sheila Segerstrom.

MINUTES – Motion by S Byers, second by K Wendlandt to approve the prior meeting minutes of 08/02/2016 as presented. **Motion carried.**

VOUCHERS – Motion by S Byers, second by Q Cavanaugh to approve the vouchers as submitted. **Motion carried.**

VILLAGE ADMINISTRATOR -- T Coenen provided the following report:

1. Working with Keith and Sue to formulate salary and benefit packages to include in 2017 budget. I will have budget information to present at September 6th meeting.
2. Working to get IT information from current vendor on services as well as maybe looking at different options. Working with current IT company to resolve some existing problems.
3. Park bathrooms interior construction underway and hope to be finished soon. Have set dead line for end of August or we will call contractor to finish.
4. Continually working with Keith and Dean on the filling of the open positions.
5. Ribbon Cutting Ceremony for the transmission main went well and thanks to all that attended. The story is currently being drafted for multiple publications in the water operations field.
6. 108 and 112 High St. have been torn down last week and all seems to have gone well and within budget based on contractor feedback.
7. Kudos to Clerks staff for working through their first election on their own as well as Waste Water Staff on another almost perfect lab audit.
8. Many of the RV and nuisance issues are being addressed and are addressing themselves around town kudos to the police staff.

COMMITTEE REPORTS

FINANCE/PERSONNEL - -

Vacation Pay and Sick Leave Policies – K Wendlandt talked about changes made to the policy which included accrual of vacation and sick leave hours. We will look into incorporating accrual hours on all pay stubs for each employee through our payroll system. Verbage change needs to also be noted under the part-time employees section. Changes will be made. **Tabled.**

Vacant Police Chief and Clerk/Treasurer Positions – K Wendlandt reported that interviews continue this week for both positions.

PARKS & RECREATION - -

Neighborhood Party at Waupetekun Park – Kristi Swanson requested approval again this year for Saturday, September 17th from 12pm to 8pm. T Coenen will have DPW provide picnic tables for this event.

Motion by Q Cavanaugh, second by S Byers to approve a neighborhood party at Waupetekun Park for Saturday, September 17th from 12pm to 8pm to include alcoholic beverages, inflatable jumpers, blocking off Fawnwood Drive, and providing picnic tables for this event.

PUBLIC SAFETY- -

Fire Dept Report – The June 2016 Fire Department Report submitted with Regards by Fire Chief M Schampers is as follows:

- * In the month of July the department responded to 1 call for response, CO Alarm at a residence.
- * July training consisted of “Confined Space Rescue” refresher, running various scenarios to perform a rescue effort, proper use of rigging and set ups. Also during July the usual monthly truck checks and inventories were completed. Efforts to get baseline numbers for a possible 2017 replacement tender are continuing.

Police Department Report – March and April 2016 reports were respectfully submitted as follows:

March 2016 Report:

- * Training attended by WPD Officers: Legal Update, Evidence Room/Property training, and Webinar for Crime Reporting.
- * RADAR units were checked and received their yearly certification.
- * Chief Kingsbury gave notification of retirement.
- * There was one accident in the Village during March, and there were 49 traffic related incidents for various violations.
- * There were 57 non traffic calls for service in the Village, 82% handled by WPD officers.

April 2016 Report:

- * With retirement of Chief Kingsbury, advertisement was placed for position of Police Chief.
- * Training attended by WPD Officers: In-service for evidence skills at FVTC, Crisis Intervention Training at NWTC by Officers Martin and DeWinter, Impact Teen Drivers Workshop at NWTC by Officer Hebert.
- * Annual hearing tests for department personnel were completed.
- * WPD participated in the DEA’s semi-annual drug take back program on April 30th.
- * In the Village during April, there was 1 burglary and 2 accidents; BRSO assisted with one. 73 traffic contacts made for various violations and 3 parking complaints. BRSO initiated 1 traffic stop in the Village. Extra patrol with Prom week, normal activities.
- * WPD Officers are participating in the Brown County Speed Task Force, Speed Task deployments were held in Howard-Suamico, Green Bay and Hobart/Wrightstown areas; Green Bay Officer issued 3 traffic citations during enforcement in Wrightstown.
- * There were 71 non traffic calls for service in the Village, 80% handled by WPD officers.

REGIONAL PLANNING - -

2016 Comprehensive Plan Adoption – A Schuette thanked the Planning Commission & Village Board for contributing to the Comprehensive Plan.

Motion by T Schaeuble, second by S Byers to approve Ordinance Number 08162016 adopting the 2016 Village of Wrightstown Comprehensive Plan. Roll call vote: Ayes – S Byers, Q Cavanaugh, T Schaeuble, D Segerstrom, K Wendlandt, D Erickson; Nays – None; Absent; S Reignier. **Motion carried.**

RV Ordinance exceptions:

309 High Street – Tim Dole requested RV Ordinance exceptions for parking his camper on his property. Discussion on his camper and utility trailer parking, including extending into October. If he is in violation of this variance, he will have to reapply.

Motion by D Segerstrom, second by K Wendlandt to approve the exceptions for Tim Dole at 309 High Street. Roll call vote: Ayes – S Byers, Q Cavanaugh, T Schaeuble, D Segerstrom, K Wendlandt, D Erickson; Nays – None; Absent; S Reignier. **Motion carried.**

245 Patricia Lane – Dan Segerstrom requested an RV Ordinance exception for up to ten (10) 1-3 day periods throughout the summer for parking his camper in the driveway.

Motion by T Schaeuble, second by K Wendlandt to approve the exceptions for Dan Segerstrom at 245 Patricia Lane. Roll call vote: Ayes – S Byers, Q Cavanaugh, T Schaeuble, K Wendlandt, D Erickson; Nays – None; Absent; S Reignier. Abstain; D Segerstrom. **Motion carried.**

ADJOURN - - Motion by S Byers, second by T Schaeuble to adjourn. **Motion carried.**
(Adjourned 6:36 pm)


Patti Leitermann Deputy Clerk/Treasurer