

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The second regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Fire Station on Tuesday **01/17/12** and was called to order by Village President Dean Erickson at 6:11 pm.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis, Andy Lundt, Scott Reignier, Village Administrator Steve Johnson

Absent – None

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Fire Chief Mike Schampers, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen.

Motion by J Lewis, second by L Bousley to proceed into **CLOSED SESSION** pursuant to Wisconsin State Statutes 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations: Daniel Fritsch; Travis Coenen. Roll call vote: Ayes – L Bousley, K Curry, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nays – None; Absent – None. Motion carried. (6:12 pm)

Motion by J Lewis, second by K Curry to reconvene into **OPEN SESSION** to discuss and/or take action on any issues that occurred during the closed session and continue with the Village Board meeting as scheduled. Roll call vote: Ayes – L Bousley, K Curry, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nays – None; Absent – None. Motion carried. (6:21 pm)

MINUTES - - Motion by M Leonard, second by L Bousley to approve the minutes of 09/20/11 as presented. Carried.

VOUCHERS - - Motion by M Leonard, second by A Lundt to approve the vouchers as submitted. Carried.

CORRESPONDENCE - -

Thank You – A thank you note was received from Dick and Bonnie Vanden Wymelenberg and Tami Aerts for the Christmas gift certificates to the American Legion and the Tigers Den respectively.

VILLAGE ADMINISTRATOR - - S Johnson provided information on the following report:

1. Well #5 sand screen is in place. Municipal Well was on-site yesterday to reset the pump. Preliminary data is expected by the end of this week.
2. The Executive Committee of the local American Legion has decided it has no place within the building for the placement of the limestone tablet listing area WWI Veterans. It will fall back to the Village to handle a display method; either inside or outside on the grounds.
3. State Trust Fund Loan Application has been submitted for \$150,000.
4. Server upgrade completed over the weekend of Jan. 6th. There remains a few issues that are being addressed. Remote e-mail access for the Board and Staff requires individual attention.

There is a need to consider replacement of our router in the near future due to a damaged port. Cost is est. at \$750.

5. Next CSD meeting with citizens and the WisDOT is scheduled for January 26th.
6. Punch List for Village Hall is greatly reduced in size and all remaining items should be taken care of by mid-February.
7. With the likelihood of no Primary Election in February, we can choose to conduct the Village Board meeting on Tuesday, Feb. 21st.
8. A Historical Photo Exhibit presentation is being planned by the Wrightstown Historical Society (Sue Martin) for late Feb/early March during an afternoon in the Community Room.

COMMITTEE REPORTS

FINANCE - -

Action on Well #5 – No action necessary at this time.

Village Hall Vendor Payments for Materials #5 – Motion by A Lundt, second by M Leonard to approve the vendor payments to: MCC \$1,365.83; Ferguson \$4,008.04; Tri-City Glass \$25,697.00; Johnson Controls \$2,000.00 – All Total \$33,070.87. Abstain – D Erickson. Motion carried.

Municipal Well & Pump Screen Installation Pay Request #1 – Motion by A Lundt, second by S Reignier to approve Municipal Well & Pump well #5 test well screen installation pay request #1 in the amount of \$13,875.00. Carried.

Temporary Class B Retailer's License – Motion by A Lundt, second by K Curry to approve a Temporary Class B Retailer's License to the Wrightstown Area Library Committee Evening in Tuscany "Pre-tasting" event on 02/09/12 from 7:00 pm to 10:00 pm at 615 Main St. Carried.

Keller Inc Pay Request Partial Substantial Completion – Motion by A Lundt, second by M Leonard to approve the Keller Inc pay request for partial billing of the substantial completion in the amount of \$100,000.00. Carried.

Operator's License – Motion by A Lundt, second by M Leonard to approve the operator's license for the 2011-2013 license years for James Carter. Carried.

PERSONNEL - -

Poll Worker Judy Rotzenberg – Motion by K Curry, second by J Lewis to approve Judy Rotzenberg as a poll worker for the years 2012-2013 stationed at the Wrightstown High School. Carried.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – The December report submitted with best regards by Chief M Schampers is as follows:

During December the Fire Department responded to 1 call, one which was deer through the ice on the river the other. Usual truck checks and inventories where done. Year end odds and ends where taken care of. Any final training make up was completed and planning for 2012 training schedule was started. Due to the holiday we had only one all member meeting in December. For the year the department responded to a total of 39 calls for service, down slightly from 2010.

M Schampers revised the report to be two calls for the month with the second call for assistance

with a power pole accident by the Coca Cola building. He further commented the Fire Dept does not rescue any wild life. They have been informed by the DNR to let nature take its course.

Police Dept Report – The December report respectfully submitted by Chief P Kingsbury is as follows:

Majority of the month was spent with the move, final touches on equipment installs with training on new systems, getting settled and putting new procedures into place.

Helped the Lions with their annual Christmas parade; provided safety presentations for kids at the library; and began providing infant seat inspections and installs by appointment for Village residents.

Discussed providing SRO service to WCSD with the School Board HR committee.

Finished work on radio purchase for new County radio system.

We assisted the Denmark PD and the Brown County SO with information for their investigations; we assisted the WI State Patrol with a warrant and we assisted the Brown County SO with an accident just outside the village limits.

We had 8 vehicle accidents in the Village in December, 5 were handled by the BRSO. All but one are cleared (street light knocked down by the Coca-Cola plant). There were 61 traffic contacts made for various violations, mostly speeding and there was 13 parking violation, 10 citations for winter parking violations.

There were 61 non traffic calls for service in the Village, 90% handled by WPD officers. BRSO self-initiated 4 non traffic calls in the Village during the early morning hours. One person arrested for disorderly conduct and damage to property, domestic violence related; 1 citation for dog at large; and 5 people were arrested on warrants. 1 runaway juvenile, located and returned home; 5 disturbance calls, noise related; 6 suspicious person/vehicle calls, all cleared; 1 theft of scrap metal that was lying near a dumpster, still open.

PUBLIC WORKS & UTILITIES - - Nothing to report at this time.

REGIONAL PLANNING - -

Brown County Planning Commission Member – Motion by J Lewis, second by M Leonard to approve Reed Woodward, Pulaski Village President, as representative for Village of Denmark, Pulaski and Wrightstown on the Brown County Planning Commission Board of Directors. Carried.

Motion by J Lewis, second by S Reignier to adjourn. Carried. (Adjourned 6:50 pm)

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Tuesday **02/07/12** and was called to order at 6:24 pm by Acting Chairperson Scott Reignier.

Roll Call: Present – Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis, Scott Reignier,
Village Administrator Steve Johnson

Absent – Dean Erickson, Andy Lundt

Also present: Tom Collins (Wrightstown Area Spirit), Ed Byrne (Brillion News), Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen, Andrew Bousley.

MINUTES - - Motion by J Lewis, second by K Curry to approve the minutes of 10/04/11, 11/01/11, 12/06/11, 12/20/11, 01/03/12, and 01/17/12 as presented. Carried.

VOUCHERS - - Motion by J Lewis, second by L Bousley to approve the vouchers as submitted. Carried.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. A “Work Schedule Meeting” was held on January 31st with reps. of Wisconsin Public Service Corp. on plans for 2012 construction. Also attending were reps. of Robert E. Lee, our consulting engineers on the STH96 Project.
2. An inspection of the old Village Hall was conducted by a rep. of the WisDOT on February 3rd. No feedback received to-date.
3. At the Feb. 21st Board meeting a decision will have to be made regarding following through with the 1 acre purchase for Well #5. If need be, an alternative acceptable to the Wright Group could be considered. SEH will be present at the Feb. 21st mtg.

S Johnson also commented the Dept of Transportation is willing to assist in the relocation of the current siren on the old Village Hall building with looking at the same vicinity. S Johnson responded to the question that there has been no further input from the American Legion for the World War I Veterans sign that was recently written about in the Wrightstown Area Spirit.

MISCELLANEOUS ISSUES - - Nothing to report at this time.

COMMITTEE REPORTS

FINANCE

Action on Well #5 – Motion by J Lewis, second by L Bousley to table the discussion on well #5 until the next meeting. Carried.

Resolution No. 02072012 State Trust Fund Loan Borrowing – M Leonard read and then made a motion, seconded by J Lewis authorizing the Village of Wrightstown, in the Count(ies) of Brown, Wisconsin, to borrow from the Trust Fund of the State of Wisconsin the sum of \$150,000.00 for the purpose of financing new radios for police and fire departments, and for no other purpose, payable within 10 years in annual installments with interest at the rate of 3% per annum; and that there shall be raised and levied upon all taxable property a direct annual tax for

the purpose of paying interest and principal on the loan as they become due. Roll call vote – Ayes: L Bousley, K Curry, M Leonard, J Lewis, S Reignier; Nays – None; Absent – D Erickson, A Lundt. Motion carried. (Full Resolution No. 02072012 is attached.)

PERSONNEL - -

Fire Dept Application – Lance Schroeder – Motion by K Curry, second by J Lewis to table the Fire Dept application until further information is obtained. Carried.

PUBLIC SAFETY - -

Fire Dept Comments – Fire Captain T Coenen stated one of the final inspections of the new fire truck is being done this Thursday night (chassis and body are together). They are starting to install some of the lights, wiring, cabinets, inner stuff, etc. One last look before it is a finished product.

Police Dept Comments – Chief P Kingsbury stated the Village Police Dept motorcycle will be in Chicago this weekend for the International Motorcycle Show as requested by Suzuki to display it. Making arrangements to be there and discuss our programs with no cost to the Village.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC WORKS & UTILITIES - -

Public Works Superintendent Report – T Coenen submitted the following report:

1. Staff overtime hours for the month of January totaled 30.0 scheduled hours and 3.25 call-in hours.
2. Solid waste curbside tonnage for the month of January totaled 70.81 tons, and recycle tonnage collected was 30.52 tons.
3. Snow equipment for the new loader has been installed and DPW crews are very happy with the finished product. Training with this piece of equipment will start immediately. The Trackless is working very efficiently to clean sidewalks and will work very nicely in the snow removal process. Some tests were run with the little snow we have had and it will load the trucks very nicely.
4. Annual safety training has been scheduled and designed for the 2012 year.

REGIONAL PLANNING - -

Brown County Planning Commission Member Re-Appointment – Motion by M Leonard, second by L Bousley to re-appoint Jack Lewis as a representative of the Villages of Wrightstown, Denmark and Pulaski to the Brown County Planning Commission. Carried.

Motion by J Lewis, second by K Curry to adjourn. Carried. (Adjourned 6:48 pm)

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The second regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Fire Station on Tuesday **02/21/12** and was called to order by Village President Dean Erickson at 6:10 pm.

Roll Call: Present – Dean Erickson, Karen Curry, Mark Leonard, Jack Lewis, Scott Reignier

Absent – Larry Bousley, Andy Lundt, Village Administrator Steve Johnson

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Assistant Fire Chief Tim Gussert, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen.

MINUTES - - Motion by S Reignier, second by M Leonard to approve the minutes of 02/07/12 as printed. Carried.

VOUCHERS - - Motion by J Lewis, second by S Reignier to approve the vouchers as presented. Carried.

FINANCIAL STATEMENTS - - Acknowledged receipt and review.

COMMITTEE REPORTS

FINANCE - -

Discussion and Action on Well # 5 – None at this time.

Discussion and Action to Proceed with Land Purchase for Well #5 – None at this time.

Municipal Well & Pump Test Well #5 Pay Request – Motion by J Lewis, second by M Leonard to approve pay request #4 to Municipal Well & Pump for test well #5. Carried.

PERSONNEL - -

Wrightstown Fire Dept Application (tabled 02/07/12) – Fire Captain Travis Coenen provided additional information for the recommendation to accept.

Motion by K Curry, second by S Reignier to accept the application of Lance Schroeder for the Wrightstown Fire Dept with placement as a probationary fire fighter. Carried.

Wrightstown Fire Dept Resignation – Motion by K Curry, second by J Lewis to accept the resignation of Wrightstown Fireman Jeff Robedeaux effective February 6, 2012. Carried.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – The January 2012 Fire Dept report submitted with best regards from Assistant Chief T Gussert is as follows:

For the month of January there were 2 calls for response, one for mutual aid barn fire, which turned out to be a controlled burn and the other was a residential lock out in the Village.

Training for the month was cold water rescue techniques.

Monthly inventories and truck checks were performed.

Officers are starting process of updating Departments MABAS box cards.

Pierce continues work on the new support truck and has a tentative finish date of February 23rd, Red Power Diesel will then install some existing systems from present support truck and we are anticipating having new unit in service mid-March.

Brown county radio project: Fire Dept has finalized and confirmed our order with Baycom.

Discussion followed on the disposal of the old equipment van.

Police Dept Report – The January 2012 Police Dept report respectfully submitted by Chief P Kingsbury is as follows:

New server was installed at Village Hall. Caused issues with PD web site, department e-mails, individual work stations. All corrected in a short period of time. Up to date squad computers were purchased, formatted with new CAD software and installed and are operating with no glitches unlike previous gear.

Met with Sheriff Gossage to clarify role of our part-time officers and keep current communications on track. Assisted Pulaski PD with their new RMS installation. They are now running the same TiPSS software that we run. Asked to speak in Madison, with other members of the WI Motorcycle Safety Team, to congressional aides from Washington DC regarding the WI Motorcycle Safety Program. Hope to ensure program continues to be funded through NHTSA. Learned that Outagamie County would be going from a VHF radio system to an 800Mhz system instead of 700 Mhz. Our new radios will be able to accommodate the 800 Mhz frequencies but will require different programming from other Brown County agencies.

We continue to give child safety presentations at the library. Assisted the Center for Childhood Safety at Face Off for Safety at the Resch Center and also assisted Bellin Health at the Super Bowl of Safety at Lambeau Field.

Department meeting with part-time officers was held to go over new department procedures and Kingsbury attended the WI Police Chiefs' Conference.

We assisted the Brown County SO with a bank alarm and 2 disturbance calls outside the Village and we assisted the Hobart/Lawrence PD with gathering information for their investigation.

We had 4 vehicle accidents in the Village in January; all were handled and cleared by WPD Officers. There were 61 traffic contacts made for various violations and there were 13 winter parking violations.

There were 61 non traffic calls for service in the Village, 85% handled by WPD officers. BRSO self-initiated 5 non traffic calls in the Village during the early morning hours. One person was arrested for disorderly conduct (domestic violence related); 1 person was arrested on a warrant. Issued citations for: loud noise citation-1, curfew-1, underage drinking-2, possess drug paraphernalia. Still working on an ATV issue in the Harvest Moon Subdivision. All other incidents have been cleared.

PUBLIC WORKS & UTILITIES - -

New Private Service for Junk /Recycling Removal – T Coenen described the new private service of Truck 'N Junk LLC with supporting documentation about the company. The Village will still take items at the waste water treatment plant drop off; however, this company may be less costly and more convenient for pick-up of unwanted items. The residents will benefit as well as the Public Works Dept on recycling costs. Truck 'N Junk will create a spreadsheet of items collected at the drop off site for assistance with the Village recycling grant. Information about this new service will be placed on the Village website and in the quarterly newsletter.

REGIONAL PLANNING - -

Discussion and Action on Working Lands Initiative – No action necessary.

Thank You – Village President D Erickson expressed his thanks to the Village Board for their assistance and support in sponsoring the Sunday night open gym. The impact of that assistance resulted in his displaying the Wisconsin State Invitational, Division 3, 5th Grade Girls 2nd Place trophy that was won by 17 young ladies. That is the first time that Wrightstown ever played for the championship.

Motion by S Reignier, second by K Curry to adjourn. Carried. (Adjourned 6:33 pm)

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Tuesday **03/06/12** and was called to order at 6:57 pm by Acting Chairperson Jack Lewis.

Roll Call: Present – Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis,
Andy Lundt, Village Administrator Steve Johnson
Absent – Dean Erickson, Scott Reignier

Also present: Tom Collins (Wrightstown Area Spirit), Ed Byrne (Brillion News), Assistant Fire Chief Tim Gussert, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen; Scott Beduhn & Rachel Blink (SEH).

MINUTES - - Motion by M Leonard, second by L Bousley to approve the minutes of 02/21/12 as presented. Carried.

VOUCHERS - - Motion by M Leonard, second by L Bousley to approve the vouchers as submitted. Carried.

SCHEDULED APPEARANCE - - Scott Beduhn – SEH – Appeared at Committee of the Whole meeting for discussion of Well #5.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. On February 21st, the Village Hall hosted a “local government workshop” for a 3rd Grade class of Wrightstown Elementary. Teacher Cortney Joosten and approx. 23 students were directed to the Community Room where seven (7) pre-elected student-trustees took their seat at the Board table. The group was then addressed by Clerk-Treasurer Jean Brandt and Police Chief Perry Kingsbury. Many questions were asked and the gavel was even utilized to restore order in the “audience” by the “President”. It was a very productive visit for the students and provided them with a perspective they don’t always get in the classroom.
2. On February 23rd the monthly Brown County Chief Administrator Officials gathered in Conf. Room C for a noon luncheon and meeting. The meeting ran from 11:30 am – 1:30 pm and was well attended by a total group of 12.
3. On March 1st your Administrator attended a Small Business Roundtable discussion at the Ariens Corp. office in Brillion. Led by Sen. Frank Lasee and Barb Fleisner of the WEDC, there was an exchange of issues, possible remedies, and overall legislative take on the problems confronting Wisconsin in today’s business climate. Your Administrator has been in contact with Paul Jadin, CEO of WEDC to gain insight to the Governor’s recently announced “Ready, Set, Build” initiative which will include a compilation of tracts of land 40-50 acres that are available within a community for business development. It has been expressed that Wrightstown is very much interested in getting in on the ground floor with this effort. Having talked with Barb Fleisner before the meeting convened, she freely mentioned the Village of Wrightstown in her presentation on a number of occasions. It is yet another way of getting our name and what we have to offer out in front of people.

4. There is a **tentative** presentation to the Village Board planned for April 4th on bridge structural concepts and aspects of STH96 reconstruction being considered. A Public Informational Meeting would then follow in April around the 9th or 10th. We will firm up these dates in the near future.
5. Pending Items:
 - a. Loan Review by the Commissioners of Public Lands (Trust Fund Loan for Radio Project)
 - b. Response to RFP for identifiable concrete replacement on Fair St.
 - c. Update on Grant status for STH96 project
 - d. 2012 COPS Hiring Program
 - e. Ordinance covering Lost/Abandoned or Unclaimed Property
6. I will be on vacation March 12-13. Will have access to e-mail.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Discussion and Action on Well #5 – Motion by A Lundt, second by J Lewis to proceed with Well #5. Discussion followed on any alternatives to explore. S Beduhn had previously discussed the water quality test results in the Committee of the Whole meeting and the cost of a potential filtration system to resolve the issue of high radium at approximately another \$1 million to the already \$1.5 million cost of the well. T Coenen also pointed out the amount of mineral deposits and extra maintenance required without a filtration system. A Lundt and J Lewis withdrew their motion.

Motion by A Lundt, second by M Leonard to table the discussion and action on Well #5.
Carried.

Discussion and Action on Land Purchase for Well #5 – Motion by A Lundt, second by K Curry to table the discussion and action on the land purchase for Well #5. Carried.

Approval on Acceptance of Bids Received for Old Fire Equipment Truck – Motion by A Lundt, second by M Leonard to accept the bid of \$2,500 from West Bloomfield, WI for the old Fire equipment truck. Carried.

PERSONNEL - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Comments – Assistant Chief T Gussert stated the new fire truck should be in service this Saturday with the old truck available on Monday for the new owners.

Police Dept Comments – Chief P Kingsbury stated the Police Dept continues to work on the burglary of Fox’s Pizza Den. Tracked down the individual taking pictures of kids with snowmen. Gentleman from area had grandkids in Florida who had never seen snow. P Kingsbury further explained the “Charlie Checklist” program that teaches children to check first with a responsible adult before accepting candy from strangers; as well as with other programs to teach safety.

Community Safety Day – May 19th – Variety of events set up for children: Brown County Sheriff’s Dept with 911 simulators, Bellin Health with home products to show safe and unsafe,

Fire Dept with truck to talk about fire safety, Domestic Violence Center to talk about relationships, Village Hall Community Room for kids 4-6 with peddle bikes with round-about set up, DNR with water safety booth, bike rodeo outside with skills test/fitting helmets/registering bikes, bike shops to inspect bikes. Special presentation by Dylan Holtz, Roncalli High School Senior, completing his senior project on the evolution of bicycle safety gear. He is also an accomplished BMX bike rider who will give a stunt ride demonstration.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC WORKS & UTILITIES - -

Public Works Superintendent Report – The February 2012 report was presented by T Coenen as follows:

1. Staff overtime hours for the month of January totaled 49.5 scheduled hours and 4.0 call-in hours.
2. Solid waste curbside tonnage for the month of January totaled 56.10 tons, and recycle tonnage collected was 18.81 tons. (Items 1 and 2 will always list the prior month totals.)
3. Crews have used the minimal snow falls in January to train themselves with the new equipment. The new equipment has given positive results in some of the training that has been done with it.

REGIONAL PLANNING - - Nothing to report at this time.

Motion by A Lundt, second by L Bousley to adjourn. Carried. (Adjourned 7:18 pm)

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The second regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Fire Station on Tuesday **03/20/12** and was called to order by Village President Dean Erickson at 6:53 pm.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis, Andy Lundt, Scott Reignier, Village Administrator Steve Johnson

Absent – None

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Fire Chief Mike Schampers, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen, Scott Beduhn and Rachel Blink (SEH).

MINUTES - - Motion by S Reignier, second by A Lundt to approve the minutes of 03/06/12 as presented. Carried.

VOUCHERS - - Motion by A Lundt, second by L Bousley to approve the vouchers as submitted. Carried.

FINANCIAL STATEMENTS - - Acknowledged receipt and review.

SCHEDULED APPEARANCE - - **Scott Beduhn – SEH – Well #5** – Provided a handout of a technical memorandum that summarizes the treatment options for the proposed well #5 on the Country Run / Windy Wood well site. Further explained that the water quality test results indicated the raw water has elevated levels of manganese and radium compared to wells #2 and #4. Pros and cons of the treatment options and manufacturers were discussed with costs ranging from \$871,000 to \$994,500 above the cost of the well itself and any additional future operational costs. The estimated total project costs for well #5 as updated would be \$2,751,000. T Coenen explained why a filtration system is needed now or in the future. Board discussion followed on the various options, including filtration system, with S Beduhn explaining DNR requirements.

VILLAGE ADMINISTRATOR - - S Johnson submitted the following report:

1. There will be a presentation to the Village Board by WisDOT on April 4th on bridge structural concepts and aspects of STH96 reconstruction being considered. A Public Information Meeting would then follow on April 9th for all stakeholders from Greenleaf to Wrightstown.
2. The American Legion would like to place the WWII Veteran Memorial in Van Dyke Park with appropriate landscaping. We will continue to store the stone in the garage until they are ready for it; DPW will assist in moving the stone at that time.
3. Work is progressing to refurbish and re-locate the emergency siren that was at the site of the old Village Hall, to WisDOT property at 618 Main St. across from Tom's Auto Body.
4. Water Board Warriors are looking for storage space for up to 6 boats/trailers during the skiing season. If you hear of any available at an economical cost please share with me and I can pass on.
5. Village Hall "Open House" – Suggested: April 11th / April 18th (3:00 pm – 7:00 pm)
6. Pending Items:

- a. Update on Grant status for STH96 project
- b. 2012 COPS Hiring Program
- c. Ordinance covering Lost/Abandoned or Unclaimed Property

Discussion on open house – April 25th now proposed.

T Coenen stated Brown County is presently refurbishing the siren with all bills from Brown County passed on to WisDOT. Should be in by the end of the month.

MISCELLANEOUS ISSUES - - Nothing at this time.

COMMITTEE REPORTS

FINANCE - -

Discussion and Action on Well #5 (tabled 03/06/12) – Motion by A Lundt, second by M Leonard to continue the well progress by drilling a 16-inch well and plans to further develop in the future. Carried.

Discussion and Action on Land Purchase for Well #5 (tabled 03/06/12) – Motion by A Lundt, second by M Leonard to approve the purchase of the land required for well #5 in the amount of \$33,000. Carried.

Keller Inc Pay Request – Motion by A Lundt, second by M Leonard to approve the pay request to Keller Inc in the amount of \$50,191.29 for the Village Hall project. Carried.

Action on Funding for the Radio Project – Motion by A Lundt, second by J Lewis to approve the Greenleaf-Wayside Bank to fund the radio project in the amount of \$150,000 at 2.5% interest rate. Carried. (10 year loan.)

State Trust Fund Loan Funding for the Radio Project – Motion by A Lundt, second by M Leonard to notify the State Trust Fund that the Village of Wrightstown have seeked alternative financing through the Greenleaf-Wayside Bank for the Wrightstown share of the Brown County radio project. Carried.

Operator's License for the 2011-2013 License Year – Motion by A Lundt, second by J Lewis to approve the operator's license for the 2011-2013 license year for Kathryn Roeder. Carried.

Wrightstown Historical Society Request Annual Amount – Motion by A Lundt, second by S Reignier to approve the Wrightstown Historical Society request for 2012 annual budget per agreement in the amount of \$2,000. Carried.

PERSONNEL - - Nothing to report at this time.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – The February 2012 report submitted with best regards by Chief M Schampers is as follows:

The fire department responded to 5 calls for service. Calls included 2 car accidents, 2 Vegetation fires, 1 power line down.

Training for the month was Confined Space and entanglement and SCBA drills. Normal inventory and equipment checks were completed. Also visits to Pierce to do pre paint inspection of the new rescue were completed. Expected delivery is to be March.

M Schampers and T Coenen will show board members the new truck this evening.

Police Dept Report – The February 2012 report respectfully submitted by Chief P Kingsbury is as follows:

Continued to work through various phone and computer issues within the building. Evidence Room is being stocked with the assistance of Officer Feucht with needed supplies. Storage system software issue is resolved and training is set for March.

Suzuki invited WPD to show the sport bike at the International Motor Cycle Show in Chicago. Over 65,000 people in attendance. Met many folks from WI and the Fox Valley area. Very positive feedback on our program.

Child safety presentations are given twice a month at the library. Plans continue to move forward with the Community Safety Day on May 19th from 9A-1P. Gave a presentation to the Ennis House on Meadow Lane regarding ID Theft and current scams. Gave a presentation to a WES 3rd grade class on government here at Village Hall. Gave a presentation on child safety to a special needs pre-school class at WMS.

Various department members attended training on communication skills, pursuit driving, interviewing suspects, and we received a scholarship for one officer to attend a seminar from the National Center for Missing and Exploited Children on responding to missing children.

We assisted the Brown County SO with 4 calls – a disturbance call at a residence just south of the Village, an accident just south of the Village, an underage drinking party in Greenleaf, and paper service for a resident in the Village. We assisted Calumet County on a warrant for a Village resident. We assisted Menasha PD with an investigation of inappropriate text messages allegedly by a former resident of the Village, and we assisted Neenah PD with a gas drive off investigation allegedly caused by a Village resident.

We had 8 vehicle accidents in the Village in February; all but one handled by WPD Officers. Still looking for the hit and run vehicle that took out the fire hydrant on Broadway Street. There were 97 traffic contacts made for various violations, one drunk driver, and there was 1 winter parking violation. BRSO initiated 3 traffic stops in the Village.

There were 68 non traffic calls for service in the Village, 93% handled by WPD officers. BRSO self-initiated 3 non traffic calls in the Village during the early morning hours. Still working on the burglary to Foxes Pizza Den that happened the last day of February. Still working a suspicious situation where a person tried to sell some jewelry at Art of Dimension and the shop owner recognized the jewelry, believing it to belong to a customer that went missing during a divorce proceeding. Officer recovered a gun reported stolen from Forest County in 2003 due to

an incident where a juvenile from another jurisdiction was trying to sell some guns via a contact through Craigslist. Still working with Forest County trying to trace the gun, ensuring juvenile was not involved in the burglary in Crandon. Working with the Landlord of a nuisance residence where the dogs continuously get loose and cause issues. One person was arrested on a warrant and we issued municipal citations for dog at large and juvenile in possession of a dangerous weapon. There were disorderly conduct (domestic violence related); 1 person was arrested on a warrant. Issued citations for: loud noise citation-1, curfew-1, underage drinking-2, possess drug paraphernalia. Still working on an ATV issue in the Harvest Moon Subdivision. All other incidents have been cleared.

PUBLIC WORKS & UTILITIES - -

RFP Status – Action on Selection of Contractor – M Leonard explained the RFP status has been eliminated for the concrete replacement on the Fair St project. He had met with a concrete company to discuss various aspects of concrete and installer warranties. The RFP bid process is not necessary as already have good competitive bid. A two (2) year warranty will still be issued. M Leonard suggested local contractor Mike Fritsch complete the project as he has already done sidewalk work for the Village over the past couple of years.

Septage Hauling Update – T Coenen commented since January has received 50,000 gallons of septage from haulers with confirmation from another hauler. Plant handling well with no complaints on smell. Extra revenue source with the potential for more haulers.

REGIONAL PLANNING - -

Brown County Planning – J Lewis gave an update from the last meeting. Also informed CTH ZZ towards Kaukauna and CTH D going towards De Pere is scheduled to be ground and repaved this year (similar to what was completed on CTH D towards Hollandtown).

Motion by J Lewis, second by S Reignier to adjourn. Carried. (Adjourned 8:05 pm)

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Wednesday **04/04/12** and was called to order at 6:31 pm by Village President Dean Erickson.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis, Andy Lundt, Scott Reignier, Village Administrator Steve Johnson

Absent – None

Also present: Rachel Johnson (Wrightstown Area Spirit); Ed Byrne (Brillion News); Assistant Fire Chief Tim Gussert; Police Chief Perry Kingsbury; Public Works Superintendent Travis Coenen; DOT representatives Natasha Gwidt, Jeremy Ashauer, Kim Rudat, Dan Segerstrom; Residents Tim Dole and Frank Lamers.

Motion by S Reignier, second by M Leonard to move the DOT up on the agenda to proceed with their scheduled appearance. Carried.

SCHEDULED APPEARANCE - - WisDOT – Bridge Replacement and STH 96

Reconstruction Project – Natasha Gwidt provided a slide presentation of STH 96 as a “corridor” area that contained 4 major projects from STH 96 / Broadway St to Greenleaf and listed more specific dates of construction for each area. Beginning on the west side, reviewed the changes to the Bridge St / Hickory St area when the old bridge is removed. Continued with a drawing of the lanes / sidewalks of the bridge and types of lighting. Discussion followed on a safety barrier by the bridge sidewalk, snowmobilers crossing the bridge, and the various types of lighting available and unavailable with their associated costs. The overview lookout at the end of the existing bridge (east side High St) was displayed. The boulevard section with a streetscape concept from Village Hall to Shanty Rd was shown along with the landscaping suggestions for all the areas. Extensive discussion followed dealing with the parking lanes from the east side roundabout to Village Hall with the impact on residents and the elementary school. A Public Informational Meeting (PIM) is scheduled for May 22nd at the High School. (Ended at 7:25 pm)

Following the Utility Commission meeting, Village Board continued at 7:31 pm.

MINUTES - - Motion by A Lundt, second by S Reignier to approve the minutes of 03/20/12 as presented. Carried.

VOUCHERS - - Motion by A Lundt, second by J Lewis to approve the vouchers as submitted. Carried.

WALK-INS - -

Frank Lamers – 230 Broadway St – The DOT may not have to remove his entire building for the new bridge. A new wall could be built for the portion removed. Questioned what the setback would be from the property line to the new wall. Responses included could be one foot and with roundabout there would be no vision issue; non-conforming but grandfathered in to reconstruct the wall and maintain the building to the sidewalk; obtain more information from WisDOT for discussion with staff prior to agenda item in May.

Tim Dole – 309 High St – His house faces High St but back yard and driveway/garage are on Fair St. Questioned if the sidewalk on Fair St would be extended to go across his property towards High St. Does not want the sidewalk. Response was it is now not included in any future plans.

Dan Segerstrom – 245 Patricia Ln – Discussed bike and pedestrian rules and laws of the road. Propose if a local ordinance could be approved to allow bikes to ride on the left side of the road (facing traffic, as this would be safer) with a parent present when they are teaching their children how to ride a bike.

Also provided his opinion and the law on the 15 mph speed limit signs on School St and Fair St without having above each sign “School Zone” and below “When Children Are Present”. The response was explained that the “School Zone” signs have been ordered but not the “When Children Are Present” signs. Further explained this is an educational opportunity to remind drivers to slow down as they are in a “School Zone” and a safety feature for children to keep them safe at all times. Drivers would not have to be looking for children to know how fast to drive through those areas. It will be 15 mph at all times.

CORRESPONDENCE - -

KidsCare Invitation – KidsCare Daycare at 1025 Broadway Street is celebrating the “Week of the Young Child” the week of April 23rd inviting community members to an open house on April 27th from 9:30 am to 10:30 am to raise public awareness for childcare.

VILLAGE ADMINISTRATOR - - S Johnson submitted the following report:

1. A Public Informational Meeting will be held in mid-May for all stakeholders from Greenleaf to Wrightstown. Meeting site will most likely be the high school.
2. Village Hall “Open House” – Scheduled for April 24th (Tues.) from 2pm – 7pm. Keller, Inc. will be sponsoring snacks and beverages. Invitations are going out to local, County, and State officials; as well as other partners the Village is/was involved with.
3. Municipal Well & Pump “Change Order” will be presented at the April 17th meeting.
4. Land closing for Well #5 is proceeding. Annexation will be a part of this process.
5. 2013 Budget Calendar distributed.
6. WisDOT worksheet on STH96 Parking Lane cost was distributed.
7. Pending Items:
 - a. Update on Grant status for STH96 project
 - b. 2012 COPS Hiring Program
 - c. Ordinance covering Lost/Abandoned or Unclaimed Property
 - d. Ordinance amending Class “A” beer and liquor sales to take place at 6 am.

MISCELLANEOUS ISSUES - -

League of Wisconsin New Officials Workshops / Regional Dinner Meeting – S Johnson reminded board members of the upcoming meetings in May.

COMMITTEE REPORTS

FINANCE - -

Future Parking Lanes on High St (STH 96) – Motion by A Lundt, second by M Leonard to table a decision on future parking lanes on High Street for the STH 96 reconstruction project. Carried.

Resolution No. 04042012 Borrowing from Greenleaf-Wayside Bank for Radios – Motion by A Lundt, second by J Lewis to approve Resolution No. 04042012 authorizing the General Obligation (G.O.) borrowing of \$150,000 from the Greenleaf-Wayside Bank for the Village’s share of the Brown County Radio project. Carried.

PERSONNEL - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Comments – Festival on the Fox is in the planning stages.

Police Dept Comments – Nothing to report at this time.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC WORKS & UTILITIES - -

Public Works Superintendent Report – T Coenen submitted the following report:

1. Staff overtime hours for the month of February totaled 29.0 scheduled hours and 3.0 call-in hours.
2. Solid waste curbside tonnage for the month of February totaled 44.87 tons, and recycle tonnage collected was 15.48 tons. (Items 1 and 2 will always list the prior month totals.)
3. Compost is available for Village Residents at the Compost Site on Van Dyke St.
4. 21 trees donated by the Packers will be planted around the Village April 2nd. Also 4 trees donated by the Packers to be planted at Wrightstown High School.
5. Branch chipping has started earlier than scheduled due to warmer weather and residents beginning to trim trees and shrubs.
6. The process to clean up Riverside Cemetery has begun. We’re still looking into methods to get funding to assist with the projects.
7. Crews are completing spring checks on playground equipment.
8. The mild winter this year has kept DPW man hours and equipment repair to a minimum.
9. Sidewalk replacement on Fair St. will be scheduled after the school year has ended.

REGIONAL PLANNING - - Nothing to report at this time.

Motion by K Curry, second by J Lewis to adjourn. Carried.

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The second regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Fire Station on Tuesday **04/17/12** and was called to order by Village President Dean Erickson at 6:41 pm.

Roll Call: Present – Dean Erickson, Larry Bousley, Mark Leonard, Jack Lewis,
Andy Lundt, Scott Reignier, Village Administrator Steve Johnson

Absent – Karen Curry

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen, Gary Brandt, Patrick Planton (SEH), Dave Wagner (Ehlers & Associates), Carla Buboltz (Superintendent of Schools).

MINUTES - - Motion by J Lewis, second by S Reignier to approve the minutes of 04/04/12 as presented. Carried.

VOUCHERS - - Motion by A Lundt, second by S Reignier to approve the vouchers as submitted. Carried.

SCHEDULED APPEARANCE - -

Gary Brandt – 259 Alison Ct – Concrete Slabs in Ravine – Addressed and vented his frustrations that the Village deposited concrete slabs as fill to correct erosion issues in the ravine area of his property. Indicated that it looked like a landfill with the large chunks and requested that they be made smaller. Also that property owners should be notified prior to the Village completing the work.

VILLAGE ADMINISTRATOR – S Johnson submitted the following report:

1. A Public Informational Meeting will be held on May 22nd for all stakeholders from Greenleaf to Wrightstown. Meeting site will be at the high school cafetorium.
2. Village Hall “Open House” – Scheduled for April 24th (Tues.) from 2pm – 7pm. Keller, Inc. will be sponsoring snacks and beverages. *Media Announcement!*
3. Land closing for Well #5 is proceeding. Annexation will be a part of this process.
4. **Due to a Recall Election on June 5th, the Village Board will meet on Wednesday, June 6th. F.Y.I. Recall Primary Election will also be held on May 8th.**
5. The Village is hosting a WABCA luncheon meeting on April 19th.
6. Relocation of Emergency Siren completed and operational.
7. Letters have been mailed out to residents of Fair St., who were impacted by the 2007 street project, and who may be involved in a concrete replacement effort in a couple of months.
8. Burning Ban has been lifted by WFD. Still exercise care!
9. Efforts are being made to dress up the rip rap work on Louise Drive to address erosion problems. If left unresolved this item may be on the May 1st Agenda for deliberation.
10. Pending Items:
 - a. Update on Grant status for STH96 project
 - b. 2012 COPS Hiring Program
 - c. Ordinance covering Lost/Abandoned or Unclaimed Property – **May 15th Hearing**
 - d. Ordinance amending Class “A” beer and liquor sales to take place as early as 6 am.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Ordinance No. 04172012 to Amend Section 8-1(A) Relative to the Members of the Board of Review – Motion by A Lundt, second by S Reignier to approve Ordinance No. 04172012 to Amend Section 8-1(A) of the Municipal Code of the Village of Wrightstown relative to the members of the Board of Review. Carried.

Resolution No. 04172012A Providing for the Sale of \$3,775,000 General Obligation Refunding Bonds – Motion by A Lundt, second by S Reignier to approve Resolution No. 04172012A providing for the sale of \$3,775,000 General Obligation Refunding Bonds. Roll call vote: Aye – L Bousley, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nay – None; Absent – K Curry. Motion carried.

Resolution No. 04172012B Declaring Official Intent to Reimburse Additional \$250,000 of Expenditures from Proceeds of Borrowing – Motion by A Lundt, second by S Reignier to approve Resolution No. 04172012B declaring official intent to reimburse additional \$250,000 of expenditures from proceeds of borrowing. Roll call vote: Aye – L Bousley, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nay – None; Absent – K Curry. Motion carried.

Municipal Well & Pump Change Order Well #5 for Construction of Permanent Well – Motion by A Lundt, second by S Reignier to approve the Municipal Well & Pump change order to Well #5 in the amount of \$31,735 for construction of the permanent well inclusive of the use of the Village generator for \$5,184 with acceptance from Municipal Well & Pump. Carried.

Decision on Future Parking Lanes on High St (STH 96) – Motion by A Lundt, second by S Reignier to have the DOT (WI Dept of Transportation) exclude parking lanes on High St. Carried.

Combination Reserve Class B Liquor License 2011-2012 License Year – Motion by A Lundt, second by L Bousley to approve the Combination Reserve Class B liquor license for the 2011-2012 license year for Tigers Den Sports Pub LLC (Tigers Den Sports Pub and Grill), 505 Washington St. Carried.

Schedule for Appointment of Agent – Motion by A Lundt, second by J Lewis to approve the Schedule for Appointment of Agent by Corporation/Nonprofit Organization or Limited Liability Company of Timothy J Carpenter for Tigers Den Sports Pub LLC. Carried.

Operator's License for the 2011-2013 License Year – Motion by A Lundt, second by L Bousley to approve the operator's license for the 2011-2013 license year for Shannon Stilp. Carried.

PERSONNEL - - Nothing to report at this time.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – The March 2012 Fire Dept report was submitted with best regards by Fire Chief M Schampers as follows:

In March the department responded to 4 calls for service with one of them a mutual aid dispatch for Town of Buchanan for a structure fire.

The new rescue was delivered and equipment and tools were removed from the old truck and located into the new. With the new delivery the FD members are getting trained in operation of the light tower and spending time behind the wheel getting a feel for driving the new rig and its size. The old van found a new home with another FD and was sent on its way to continue its service life at another fire department.

Usual department meetings and inventories were done. Training for March was driving and operations with all the department apparatus.

Police Dept Report – The March 2012 Police Dept report respectfully submitted by Police Chief P Kingsbury is as follows:

Continue working on policies and procedures to ensure we meet the Wisconsin Law Enforcement Accreditation Group's (WILEAG) Standards. Accreditation is one of our goals as a department.

Work continues on the Community Safety Day scheduled for May 19th, 9am – 1pm as well as various grants to help with other projects being planned.

Assisted the Child Safety Center and the Outagamie County Safe Kids groups with car seat inspections. Received a \$1500.00 grant from the State of WI to do child restraint inspections at WPD. Gathering needed materials.

Received a grant to offset the cost of attending the Juvenile Law Conference and officers attended WI Association of Investigators' Conf and Motor Carrier Inspection In-Service.

Child safety presentations are given twice a month at the library. Plans continue to move forward with the Community Safety Day on May 19th from 9A-1P. Park St Neighborhood watch Group met at the Village Hall. Gave them a presentation on ID Theft and current scams and a tour of the new building. Greenleaf/Wrightstown Optimists met at Village Hall and received a tour of the new building. Officers had breakfast with the kids at St Clare's school for St Patrick's Day.

We assisted the Brown County SO with 4 different agencies on 5 various calls. 1 outside the village and the others with follow-up within the village.

We had 1 hit and run vehicle accidents in the Village in March, still being investigated by a WPD officer. There were 35 traffic contacts made for various violations, one drunk driver, and there was 1 parking violation. BRSO initiated 1 traffic stop in the Village.

There were 75 non traffic calls for service in the Village, 87% handled by WPD officers. BRSO self-initiated 10 non traffic calls in the Village during the early morning hours. Still working on the burglary to Foxes Pizza Den that happened the last day of February. Still working a suspicious situation where a person tried to sell some jewelry at Art of Dimension and the shop owner recognized the jewelry, believing it to belong to a customer that went missing during a divorce proceeding. Investigating an alleged sexual assault. One person was arrested on a warrant and we issued municipal citations for dog at large (2) dog license violation and curfew violation. All other incidents have been cleared.

Chief P Kingsbury also commented on a newspaper article related to interviews versus interrogations with appreciation from Carla Buboltz for visiting the school and explaining the differences. Chief Kingsbury also commented on the request for a biked ordinance that he could find no State Statute that applies to riding on the left side of the roadway.

PUBLIC WORKS & UTILITIES - - Nothing to report at this time.

REGIONAL PLANNING - - Nothing to report at this time.

Motion by M Leonard, second by L Bousley to adjourn. Carried. (Adjourned 7:26 pm)

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Tuesday **05/01/12** and was called to order at 6:18 pm by Village President Dean Erickson.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis,
Andy Lundt, Scott Reignier Village Administrator Steve Johnson

Absent – None

Also present: Annie Brewer (Wrightstown Area Spirit), Ed Byrne (Brillion News), Fire Chief Mike Schampers, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen; Lee Novak (Robert E Lee); Tom Karman (Schenck Solutions)

MINUTES - - None

VOUCHERS - - Motion by A Lundt, second by S Reignier to approve the vouchers as submitted. Carried.

VILLAGE ADMINISTRATOR - - S Johnson submitted the following report:

1. Land closing for Well #5 is proceeding. Annexation will be a part of this process.
2. **Due to a Recall Election on June 5th, the Village Board will meet on Wednesday, June 6th. F.Y.I. Recall Primary Election will also be held on May 8th.**
3. Brown County Park Meeting – April 17th with Doug Hartman, Neil Anderson, Marvin Hanson, Travis and myself. Tim Johnson, associated with the Water Board Warriors, but representing himself, presented a conceptual plan for added docking for the ski team as well as additional fishing piers for the general public. Looking for Village Board non-monetary support for overall project.
4. Hosted WABCA meeting on April 19th – attended by 20 people. Spot Light on new Wrightstown Village Hall.
5. State-wide tornado alert test held on April 19th. Village Hall staff participated with in-house drill to seek shelter.
6. Bob Buechler – Coat Rack for Community Room (has delivered) **Thank You!**
7. Credit Card Policy has been established per recommendation of Village Auditors
8. Open House was successful; approx. 75 attended
9. American Legion has again considered and decided they have no place for the WWI Memorial. I would suggest we hold it for 3 months and if no one comes forward that it is disposed of.
10. **Thank You** to Sue Martin for putting on the historical photo slide show for the benefit of those attending the open house.
11. The rip rap placed in the storm water easement area on the Brandt property has been broken up and placed. The project looks good and should be acceptable.
12. Pending Items:
 - a. Update on Grant status for STH96 project – We have been rated, but no award has yet been made.
 - b. 2012 COPS Hiring Program – Waiting to hear on selections
 - c. Ordinance covering Lost/Abandoned or Unclaimed Property – **May 15th Hearing**

SCHEDULED APPEARANCE - - Tom Karman –Schenck – T Karman explained numerous points on the village’s annual financial report and management letter. He stated that the village general fund and utility funds are in good financial shape. There were questions regarding the utility rates and depreciation costs.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Municipal Well & Pump pay request #5 – Motion by A Lundt, second by S Reignier to approve Municipal Well & Pump pay request #5 – Country Run/Windy Wood test well for \$22,111.68. Carried

Resolution No. 05012012 – Motion by A Lundt, second by S Reignier to approve Resolution No. 05012012 to Adopt Post-Issuance Compliance Policy for Tax-Exempt and Tax-Advantaged Obligations. Carried

Resolution No. 05012012B and Resolution No. 05012012C – Motion by A Lundt, second by S Reignier to approve Resolution No. 05012012B Declaring Official Intent to Reimburse Expenditures of numerous phases of water main replacement necessitated by replacement of the Fox River Bridge on STH 96 and reconstruction of STH 96; and Resolution No. 05012012C Authorizing the Village Administrator to file Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund. Carried

Robert E Lee Proposal to compile and submit SDWLP Application – Motion by A Lundt, second by S Reignier to approve Robert E Lee Amendment No. 1 to Engineering Agreement – Proposal to compile and submit SDWLP Application – \$3,500. Carried.

Wrightstown Senior Graduation Party donation - Motion by A Lundt, second by S Reignier to approve Wrightstown Schools Parent Network request for Senior Graduation Party donation – \$100. Carried

PERSONNEL - -

K Curry read the Proclamation for Municipal Clerk’s Week April 29 through May 5, 2012
K Curry stated that if anyone wants to attend the League of Wisconsin New Officials Workshops (May 18) / Regional Dinners (May 17) K Curry has the information for any board member who is interested.

PUBLIC SAFETY - -

Fire Dept Comments – No comments or questions at this time

Police Dept Comments – No comments at this time. K Curry inquired about the recent rash of burglaries in Little Chute and Kimberly and is the WPD recommending any action. Chief Kingsbury stated that residents should double check to see if windows and doors are locked and to report any suspicious behavior.

Ordinance No 0512012 - Motion by S Reignier, second by A Lundt to approve Ordinance No. 05012012 to Amend Section 115-12 Intoxicating Liquor and Fermented Malt Beverages of the Municipal Code of the Village of Wrightstown relative to closing hours. Carried.

PARKS & RECREATION - -

Discussion was held regarding the Waterboard Warriors conceptual plan for the Wrightstown Brown County Boat Landing. Motion by S Reignier, second by A Lundt to show vote of support to the Waterboard Warriors for the pier concept for Wrightstown County Park. Carried

PUBLIC WORKS & UTILITIES - -

Public Works Superintendent Report –

1. Staff overtime hours for the month of March totaled 37.0 scheduled hours and 23.0 call-in hours.
2. Solid waste curbside tonnage for the month of March totaled 60.82 tons, and recycle tonnage collected was 18.19 tons. (Items 1 and 2 will always list the prior month totals.)
3. The trees donated by the Packer Organization and the US Forest Service have been planted - 21 trees total. 2 were planted at Van Dyke Park, 2 at Waupekun Park, 9 at Shamrock Park and 8 at Village Hall. In addition, Wrightstown School District received 4 maple trees. Pictures and letters thanking the Packer Organization have been sent.
4. The PW Crew has been spending time at Riverside Cemetery with restoration efforts.

Update and/or action on the Gary Brandt complaint of rip rap in storm water easement on Louise Drive. – T Coenen read the following report regarding Louise Drive - I would like to again apologize to the residents at 259 Allison Court for the misunderstanding that occurred in the storm water easement on their property. I, Travis Coenen Superintendent of Public Works and Utilities, out of respect for the resident should have informed them completely about the work that was going to be done in the easement. Erosion concerns have been investigated and corrected multiple times over the last six years. Request from the residents to address erosion issues have also been presented to leadership twice in the past six years. The resident should have been informed of the corrective actions before crews were there to perform the work on the easement, although this is not required of me by village code 155-67 which identifies the right to enter easement. Crews were instructed to crush and place the recycled material in the storm water spillway. The intent was to solve a problem with a very eco-friendly material. The use of recycled concrete is a very green process that is accepted by DNR and DOT in 41 out of the 50 states. The use of recycled concrete saves on mining of natural resources as well as lowering the amount of concrete deposited into landfills across the country. The WDNR agent James Doperalski has deemed the material acceptable and commended staff for putting the effort into recycling it. James is the same agent that the resident referred to and who supposedly condemned the actions of the crew. The decision to use this material was also based on the concept that it would save the village from paying to get rid of the material and also save on the purchase of new material. The resident did state he would have paid for the material, but that communication was lost in the controversy. The misconception and premature judgment of the resident was unfortunate because I feel the end product turned out very nicely. The placement of the busted up material gives the same appearance as many of the waterways we currently have in the village. I assure the Village of Wrightstown residents that I will try to keep communication at the forefront of our projects. Input presented in a professional manner is always appreciated and desired by staff and village leadership. With the best interest of the of the community always in mind, please make sure all input on village projects are presented to the proper village leader professionally, accurately, and the appropriate actions will be taken in a timely manner. Myself or my staff can be reached (24/7, 365) and I hope this service will insure that direction or the proper actions will be able to be provided for all resident's concerns or needs. Thanks again for your support of my efforts in the community and I look forward to our next conversation around the village.

Resolution No. 05012012A - Motion by M Leonard, second by L Bousley to approve Resolution No. 05012012A to Amend Chapter 102-3(B) Fees and Penalties, Additional Fees and Penalties, Equipment or vehicle and labor fees. Carried.

REGIONAL PLANNING - - Nothing to report at this time.

Motion by J Lewis, second by S Reignier to adjourn into CLOSED SESSION pursuant to Wisconsin State Statutes 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Deputy Clerk/Treasurer Shelia Bowers. Roll call vote: Ayes – L Bousley, K Curry, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nays – None; Absent – None. Motion carried. (7:05 pm)

Debra A Sova

Deputy Clerk/Treasurer

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 on Tuesday **05/15/12** and was called to order by Village President Dean Erickson at 7:53 pm.

Roll Call: Present – Dean Erickson, Larry Bousley, Mark Leonard, Jack Lewis,
Andy Lundt, Scott Reignier, Village Administrator Steve Johnson
Absent – Karen Curry

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Assistant Fire Chief Tim Gussert, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen, Dawn Gunderson (Ehlers & Associates), Frank Lamers, Tom Vander Heiden, Dan Segerstrom, Jeremy Ashauer, Natasha Gwidt, Kim Rudet, Pat Sarenich.

MINUTES - - Motion by A Lundt, second by S Reignier to approve the minutes of 05/01/12 and a correction to a statement for the Utility Commission minutes of 04/04/12. Carried.

VOUCHERS - - Motion by A Lundt, second by S Reignier to approve the vouchers as submitted. Carried.

FINANCIAL STATEMENTS - - Acknowledged received and reviewed.

WALK-INS - -

Frank Lamers – Requested information on setbacks for his building on Broadway Street if WisDOT were to take only a portion of it for the new bridge roundabout. The DOT informed F Lamers they would only need 1 foot from the property line. The Village indicated they would work with him to the best they could but probably also allow the same amount (1 foot) as it is an existing building.

Ed Byrne – Provided suggestions that the roundabouts have water spigots and electrical outlets to water plants and electrical trimmers as well as for holiday lights.

Pat Sarenich – Addressed his various issues from a written document that was relative to Village Administrator S Johnson, Officer Jeff Kola, Police Chief P Kingsbury, manure trucks and water bills. D Erickson and S Reignier informed him if he has a complaint against an officer, he must file a written complaint to start the process to investigate. P Sarenich was given some latitude in his address as he was invited to appear before the Village Board by S Johnson. In the future, should ask to be a scheduled appearance. S Johnson and T Coenen gave brief responses to the manure and water bill issues.

CORRESPONDENCE - -

Wrightstown Community Schools – A thank you letter was received from the Wrightstown Senior Grad Party Committee for the \$100 contribution to the Drug & Alcohol Free Senior Graduation Party.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. Next Village Board meeting will be June 6th due to the special election on June 5th.
2. The “cross-training plan” will be presented at the June 6th meeting. Actual implementation may be earlier.
3. The WisDOT will host a PIM at the local high school on Tuesday, May 22nd from 5:00 pm to 7:00 pm; covering all construction plans from Greenleaf through Wrightstown, including the bridge replacement.
4. A semi-annual Legislative Breakfast will be held June 18th in the Executive Dining Room at NWTC. This is a great opportunity for local elected officials to meet the State Legislators of Brown County and engage in discussion on issues of mutual importance. There is no cost to attend and participate, simply notify Cindy Gokey at 496-8930.
5. Pending Items:
 - a. Update on Grant status for STH96 project – We have been rated, but no award has yet been made.
 - b. 2012 COPS Hiring Program – Waiting to hear on selections

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Resolution No. 05152012 Authorizing the Issuance and Sale of \$2,990,000 General Obligation Refunding Bonds, Series 2012 A – Dawn Gunderson indicated Banker’s Bank (partnered with Greenleaf-Wayside Bank and Denmark State Bank) was the winning competitive bid. The total refunding amount as shown on the agenda was reduced by \$15,000 as a result of the outcome of today’s sale and some of the costs of issuance. TIF dollar cash will also assist in the final pay off of some debt.

Motion by A Lundt, second by S Reignier to approve Resolution No. 05152012 authorizing the issuance and sale of \$2,990,000 General Obligation Refunding Bonds, Series 2012A. Roll call vote: Aye – L Bousley, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nay – None; Absent – K Curry. Motion carried.

Credit Card Policy – Motion by A Lundt, second by S Reignier to approve the credit card policy as written. Carried.

Operator’s License 2011-2013 License Years – Motion by A Lundt, second by J Lewis to approve the operator’s licenses for the 2011-2013 license years for Michael Curtis, Abigail Riggio, Lisa Ripley and Sara Schultz. Carried.

Temporary Class B Retailer’s License – Wrightstown Fire Fighter Association – Motion by A Lundt, second by L Bousley to approve the Temporary Class B Retailer’s License for the Wrightstown Fire Fighter Association sponsoring the Festival on the Fox on August 25th. Carried.

PERSONNEL - -

Approve Shelia Bowers to Full-time Status Effective June 1 – Motion by A Lundt, second by L Bousley to approve Shelia Bowers to full-time status effective June 1. Roll call vote: Aye – L Bousley, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nay – None; Absent – K Curry. Motion carried.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – The April 2012 Fire Dept report submitted with best regards by Fire Chief M Schampers is as follows:

The department responded to 4 calls for service, calls responded to included a chimney fire in the Village of Wrightstown, Mutual Aid call to Town of Freedom for a house fire tender call, Town of Kaukauna house fire Stand-by for full assist, cancelled, Village of Wrightstown, smoke from a home that was exhaust from a pellet stove.

Training for April was Positive Pressure Attack and Tactics, SCBA use and search and rescue procedures. New Rescue is in service with operator training progressing.

Police Dept Report – The April 2012 Police Dept report respectfully submitted by Police Chief P Kingsbury is as follows:

We continue to work on policies and procedures to ensure we meet the Wisconsin Law Enforcement Accreditation Group's (WILEAG) Standards. Accreditation is one of our goals for our department.

Work continues on the Community Safety Day scheduled for May 19th, 9am – 1pm as well as various grants to help with other projects being planned.

RADAR units were calibrated for the year. Met with other Brown County Police Chiefs regarding radio set for new communication system.

Materials have been gathered and our inspection station is set up in the garage. Residents in the Wrightstown area may call the WPD to schedule an appointment. Participated in the national drug take back program through the DEA and collected 2 full boxes of unused medications in addition to what continues to be turned in each month.

Child safety presentations are given twice a month at the library. Met with the Wrightstown Spirit to help with an article regarding school zone signage. Provided an interview to a young man who is deciding if they want to go into law enforcement. Helped with the open house at Village Hall and gave tours of the building after the WABCA meeting that was held at Village Hall.

We assisted the Brown County SO with 3 different incidents, 1 outside the village and the others with follow-up within the village. We also assisted the Green Bay Police Department with an incident.

We had no accidents reported in the Village in April. There were 58 traffic contacts made for various violations, and there was 1 parking violation. BRSO initiated 1 traffic stop in the Village.

There were 74 non traffic calls for service in the Village, 85% handled by WPD officers. BRSO self-initiated 2 non traffic calls in the Village during the early morning hours, and there was one

incident from the SRO. Still working on the burglary at Foxes Pizza Den and a suspicious situation where a person tried to sell some jewelry at Art of Dimension. Three theft reports one involving a kayak (still missing), the other two is a feud between neighbors. One neighbor put up a wall and alleges the other neighbor steals the pipes and bricks. Pipes have been recovered. Building inspection and DPW also involved with building code and right of way issues. Three incidents of ID theft/fraud. 2 of the three resolved, last one an arrest was made.

P Kingsbury also commented the Police Dept is investigating shots fired at a window on a Norman Lane home. Placed the issue on Facebook and now receiving other reports of incidences of windows shot. Apparently all done on the same night as random shootings. Any information should be reported to the Police Dept.

Safety Day is fast approaching on Saturday, May 19th. Attention was brought to the boxes in the Community Room that were made up to represent the different businesses in the area. The effort placed into this project was completed by Sharon Diedrick and her family. The room will be converted into a mini Village of Wrightstown to allow for children to walk or pedal through the village with simulated crosswalks and stop signs. Bike rodeo out back for older kids, BMX demonstration and other various displays and demonstrations featuring safety issues.

Ordinance No. 05152012 to Create Chapter 139-25 Lost / Abandoned or Unclaimed Property – Motion by S Reignier, second by A Lundt to approve Ordinance No. 05152012 to create Chapter 139-25 of the Municipal Code of the Village of Wrightstown relative to Lost / Abandoned or Unclaimed Property. Carried.

PUBLIC WORKS & UTILITIES - - Public Works Superintendent T Coenen explained the correction to the 04/04/12 Utility Commission minutes. He had stated 60,000 dollars and should have been 60,000 gallons of septage received for March.

REGIONAL PLANNING - -

Approve Design Concept Thunder Wash Car Wash – Motion by J Lewis, second by L Bousley to approve the overall design concept of the Thunder Wash car wash at 514 Meadow Lane. Carried.

Motion by S Reignier, second by J Lewis to adjourn. Carried. (Adjourned 8:40 pm)

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Wednesday **06/06/12** and was called to order at 6:13 pm by Village President Dean Erickson.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Jack Lewis,
Andy Lundt, Village Administrator Steve Johnson
Absent – Mark Leonard, Scott Reignier

Also present: Rachel Johnson (Wrightstown Area Spirit), Ed Byrne (Brillion News), Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen.

MINUTES - - None at this time.

VOUCHERS - - Motion by A Lundt, second by J Lewis to approve the vouchers as submitted. Carried.

WALK-INS - -

Andy Lundt – Residents of the Tigers Den Subdivision requested what options were available to remove the smell, killing of the weeds and have better aesthetics at the retention pond. Someone was willing to provide a dye pack to throw in the pond that apparently would work for this situation. T Coenen replied as there are flows out of the pond he would contact the DNR for some answers. The outflow structure is deteriorating and needs reconstruction. Want to eventually stone line the edges.

Also asked about the Fox River water levels. Concerned about any dangers to the Waterboard Warriors use as well as other users. Damages have been done to boat props. T Coenen indicated the river will probably be low all summer as the Army Corp of Engineers is replacing gates at the De Pere dam. Temporary dams have been built but could break if water levels higher and if rainfalls were large.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. A semi-annual Legislative Breakfast will be held June 18th in the Executive Dining Room at NWTC. This is a great opportunity for local elected officials to meet the State Legislators of Brown County and engage in discussion on issues of mutual importance. There is no cost to attend and participate, simply notify Cindy Gokey at 496-8930.
2. The State has ruled favorably on the annexation petition for the Well #5 property. Rezoning to R-1 will require a Conditional Use Permit for a municipal facility. We will have some paperwork brought before you for the June 19th meeting.
3. Nothing to report on Municipal Well & Pump's schedule.
4. Asphalt and striping of the Village Hall parking lot will take place the week of June 18th. S Johnson also commented plans are to start June 18th on the concrete replacement for the Fair Street project.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Crescent Electric Final Billing for Materials – Motion by A Lundt, second by L Bousley to approve the final billing for materials to Crescent Electric in the amount of \$4,532.06. Carried.

Wrightstown American Legion Memorial Day Celebration Contribution – Motion by A Lundt, second by J Lewis to approve a \$100 contribution to the Wrightstown American Legion for the Memorial Day celebration. Carried.

Motorola Invoice #41165233 Fire Radio Equipment – Motion by A Lundt, second by K Curry to approve Motorola invoice #41165233 Brown County payment for Fire radio equipment in the amount of \$101,557.50. Carried.

Motorola Invoice #41165233 Police Radio Equipment – Motion by A Lundt, second by L Bousley to approve Motorola invoice #41165233 Brown County payment for Police radio equipment in the amount of \$26,459.20. Carried.

2012-2013 Class “A” Combination Liquor Licenses – Motion by A Lundt, second by L Bousley to approve the 2012-2013 Class “A” combination liquor licenses for SAI KRUPA LLC, Bridgeport Shell, 525 Main St and Wrightstop BP, 233 High St; and Vanden Wymelenberg Enterprises Inc, Dick’s Family Foods, 400 High St. Carried.

2012-2013 Class “B” Combination Liquor Licenses – Motion by A Lundt, second by J Lewis to approve the 2012-2013 Class “B” combination liquor licenses for Todd & Lois Luedtke LLC, AJ’s Pub, 312 Broadway St; W L Foods Inc, W L Foods, 924 Main St; and River Inn LLC, Wrightstown River Inn, 531 Washington St. Carried.

2012-2013 Reserve Class “B” Combination Liquor Licenses – Motion by A Lundt, second by L Bousley to approve the 2012-2013 Reserve Class “B” combination liquor licenses for Royal Golf LLC, Royal St Patrick’s Golf Links, 201 Royal St Pat’s Dr; and Tigers Den Sports Pub LLC, Tigers Den Sports Pub & Grill, 505 Washington St. Carried.

2012-2013 Schedule for Appointment of Agent by Corporation/Nonprofit Organization or Limited Liability Company – Motion by A Lundt, second by K Curry to approve the 2012-2013 Schedule for Appointment of Agent by Corporation/Nonprofit Organization or Limited Liability Company for Mitul Patel, SAI KRUPA LLC for Bridgeport Shell and Wrightstop BP; Nathan Vanden Wymelenberg, Vanden Wymelenberg Enterprises Inc for Dick’s Family Foods; Lois Luedtke, Todd & Lois Luedtke LLC for AJ’s Pub; Gerald Van Rossum, W L Foods Inc for W L Foods; Gary Van Eperen, River Inn LLC for Wrightstown River Inn; Brett Devine, Royal Golf LLC for Royal St Patrick’s Golf Links; and Timothy Carpenter, Tigers Den Sports Pub LLC for Tigers Den Sports Pub & Grill. Carried.

2012-2013 Cigarette Licenses – Motion by K Curry, second by J Lewis to approve the 2012-2013 cigarette licenses for Bridgeport Shell; Wrightstop BP; Dick’s Family Foods; Wrightstown River Inn; and Royal St Patrick’s Golf Links. Roll call vote: Ayes – L Bousley, J Lewis, D Erickson; Nays – K Curry; Abstain – A Lundt; Absent – M Leonard, S Reignier. Motion carried.

Operator’s Licenses for 2012-2014 License Years – Motion by A Lundt, second by J Lewis to approve the operator’s licenses for the 2012-2014 license years for John Vanden Wymelenberg, Richard G Vanden Wymelenberg (Dick’s Family Foods); Jeffrey Vickman (Bridgeport Shell);

Daniel Wavrunek (Wrightstop BP); and Mark E Weyenberg (Wrightstown Lions Club). Carried.

Motion by A Lundt, second by J Lewis to deny the operator's license for the 2012-2014 license years for Mariah Saunders (Tigers Den). Carried.

PERSONNEL:

Review Cross-training Plan to Address Long-term Needs of the Village – It was explained basic training has been performed in the Clerk's office but only to a certain level. This aggressive plan will take the training to a more detailed level of the job responsibilities; particularly the utility billing system, to reach the desired outcome of operations should someone be out. There are some duties of a sporadic nature that can only be addressed at those times of the year or when specific situations occur. Continuous changes in methods are constantly being made by outside sources or as internal procedures warrant.

PUBLIC SAFETY:

Fire Dept comments – None at this time.

Police Dept comments – None at this time.

Perry Kingsbury Request to Block Portions Windy Wood Lane / Country Run Dr – Motion by A Lundt, second by K Curry to approve Perry Kingsbury request to block portions of Windy Wood Lane and Country Run Drive on June 30th. Carried.

Wrightstown Fire Assoc Request Extension of Closing Hours for Festival on the Fox – Motion by A Lundt, second by J Lewis to approve the request of the Wrightstown Fire Assoc to extend the closing hours until midnight for the Festival on the Fox on August 25th. Carried.

PARKS & RECREATION - - T Coenen commented the area around the park sign in the Royal St Patrick's subdivision is being re-landscaped.

PUBLIC WORKS & UTILITIES:

Public Works Superintendent Report – T Coenen provided the following report:

1. Staff overtime hours for the month of April totaled 20 scheduled hours and no call-in hours.
2. Solid waste curbside tonnage for the month of April totaled 51.82 tons and recycle tonnage collected was 17.90 tons. (Items 1 and 2 will always list the prior month totals.)
3. Our annual Household Clean-up Day went well. Our DPW Staff worked with Deyo Disposal and Truck 'n Junk to collect everything from furniture to metal items to electronics. They finished about noon with a few stops after lunch.
4. The flower pots have been planted by the Beautification Committee and placed around the village by the DPW Staff. A big thank you to the Beautification Committee for helping to beautify our village and to our DPW Staff for keeping the plants watered.

T Coenen also discussed the Robert E Lee engineering proposal for High Street between Main Street and Bridge Street. The proposal will appear on a future agenda for approval.

Resolution No. 06062012 to Approve the 2011 Compliance Maintenance Annual Report– Motion by A Lundt, second by L Bousley to approve Resolution No. 06062012 for the 2011 Compliance Maintenance Annual Report relative to the WPDES permit. Carried.

REGIONAL PLANNING:

CDA Reappointments – Motion by J Lewis, second by A Lundt to reappoint Carol Fritsch and

Lois Lamers to the CDA (Community Development Authority) for 4-year terms. Carried.

Planning Commission Reappointment – Motion by L Lewis, second by L Bousley to reappoint Ryan Macario to the Planning Commission for a 3-year term. Carried.

Board of Appeals Appointments – Motion by J Lewis, second by A Lundt to reappoint Glenn Buntin to the Board of Appeals for a 3-year term and appoint Paul Halverson to the Board of Appeals to replace Wally Maynard for a 2-year term. Carried.

Motion by J Lewis, second by L Bousley to adjourn. Carried. (Adjourned 7:03 pm)

Jean A Brandt

Clerk/Treasurer

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 Tuesday **06/19/12** and was called to order by Village President Dean Erickson at 6:11 pm.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis, Andy Lundt, Village Administrator Steve Johnson

Absent – Scott Reignier

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Assistant Fire Chief Tim Gussert, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen, WisDOT Natasha Gwidt, WisDOT Dan Segerstrom, Bill & Carol Fritsch, Linda Bowers, Jean Geiger, Dan Fritsch, Bob Geysso, Mariah Saunders, Tim Carpenter.

MINUTES - - Motion by A Lundt, second by K Curry to approve the minutes of 04/17/12, and 05/15/12 as presented. Carried.

VOUCHERS - - Motion by A Lundt, second by L Bousley to approve the vouchers of 06/07/12, and 06/13/12 as submitted. Carried.

FINANCIAL STATEMENTS - - Acknowledged receipt and reviewed.

SCHEDULED APPEARANCE –

Ten High Street Residents signed a petition which reads as follows: We, the undersigned residents of High Street, would respectfully request that the Village Board reconsider the proposed configuration for the Fair Street to the Elementary School segment of the High Street Reconstruction project. We do not want the “Twiddle lane” for turning in the middle of the street. We would prefer to preserve our trees and landscaping and driveways. If additional road bed is required for safety purposes, we prefer that a parking lane be preserved rather than a “Twiddle lane”. We would then request that the Village Board reconsider the removal of the parking on this segment.

The following concerns from the High Street residents were discussed: the amount of land being lost to the project, the twiddle lane, the loss of parking on one or both sides of the street, the detour route, a cul-de-sac or turnaround versus long driveways, and the staging area for the High Street project.

N Gwidt said that the land acquired by WisDOT for the bridge project will be used as a staging area during the High Street project. Once the project begins there will be one person assigned as the contact person and responsible for answering all questions from village residents.

E Byrne provided a suggestion of an alternative detour route through Kaukauna. D Segerstrom said that the WisDOT already looked into that route and because the distance of the detour and working with another county thought it would be difficult to do.

It was decided that the High Street residents would need to get together and determine what side of the street the parking would work best on. After several requests for additional questions and concerns at 6:50 pm D Erickson closed the scheduled appearance of the High Street residents.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. Met with Carol and William Fritsch on STH96 construction concerns; parking vs. no parking.
2. Met with Shelley and Eric Murphy representing the Water Board Warriors. Discussed low water levels as well as discussing their need for storage facilities for boats and trailers.
3. Met with Colonial Life representatives to see what they had to offer on employee-paid special coverage such as we currently have with AFLAC. Will hear a presentation at the next Department Head Meeting.
4. Met with Robert Draxler who is a coach for the high school varsity girls' track team. He is interested in adding a sign in recognition of high school female athlete accomplishments. Made some suggestions to him and are waiting for him to work through the process.
5. Have exchanged several phone calls and e-mails regarding the Village's use of the old M&I site for overflow parking for the upcoming Festival on the Fox. With the acquisition by the BMO Financial Group, it is appearing unlikely that we will secure approval as in past years.
6. Discussed another option for the Water Board Warriors with Board of Appeal member, Paul Halverson. He will be possibly contacting Travis and Larry concerning alternatives being considered.

COMMITTEE REPORTS

FINANCE - -

Robert E. Lee Engineering Proposal – Motion by A Lundt, second by J Lewis to accept the Robert E. Lee Engineering Proposal for the High Street and Hickory Street connection in the amount of \$8,500.00. Carried.

2012-2013 Combination Class “B” Liquor License – Motion by A Lundt, second by L Bousley to approve 2012-2013 Combination Class “B” Liquor license for Jamie Liebergen LLC, Jamies Dawg House, 305 Broadway Street; James P Merritt, Tiger Lanes, 344 Broadway Street. Carried.

2012-2013 Schedule for Appointment of Agent – Motion by A Lundt, second by L Bousley to approve the 2012-2013 Schedule for Appointment of Agent by Corporation/Nonprofit Organization or Limited Liability Company – Jamie Liebergen, Jamie Liebergen LLC for Jamies Dawg House. Carried.

Mariah Saunders Liquor License appeal – Discussion was held regarding the letter of appeal received from Maria Saunders.

Based on the results of the record check conducted on Mariah Saunders, P Kingsbury recommended that she not be granted an operator's license as the violations substantially relate to the license applied for.

T Carpenter, Tigers Den owner addressed the Village Board and said that Mariah was a good employee and was working on getting her life back on track. He said that she was a hard worker and always on time for work and requested that the Village Board give her a second chance.

Motion by J Lewis, second by A Lundt to allow the Operator's License for the 2012-2014 license years for Mariah Saunders. Roll call vote: Ayes – D Erickson, L Bousley, K Curry, M Leonard, J Lewis, A Lundt; Nays – None; Absent – S Reignier. Carried.

Operator's Licenses – Motion by A Lundt, second by L Bousley to approve the Operator's License for 2012-2014 license years for Todd Luedtke, and Stephanie Schwahn.

Utility Collections May Report – Acknowledged receipt and reviewed, the board liked the report and would like to see it again.

PERSONNEL - -

Police Department Resignations – Motion by K Curry, second by A Lundt to accept the resignations of part-time police officer Christopher Baribeau (05/29/12), Michel Ruelle (6/13/12) and Israel Deutsch (07/01/12). Carried.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Department Report – The May 2012 Fire Department report submitted with best regards by Fire Chief M Schampers is as follows:

1. During May the Fire Department had 2 calls for service, one being mutual aid in the Town of Lawrence for a shed fire and in the Village for power lines down on a tree.
2. Training for the month was a live scenario at a house we have access to with the Town of Kaukauna Fire. Usual monthly business meeting and inventories were completed as well.
3. The FD also participated in the Memorial Day Parade.

Police Department Report – The May 2012 Police Department report respectfully submitted by Police Chief P Kingsbury is as follows:

1. Hard to believe we were concerned about flooding at the beginning of the month.
2. We continue to work on policies and procedures to ensure we meet the Wisconsin Law Enforcement Accreditation Group's (WILEAG) Standards. Accreditation is one of our goals for our department. We are also working on Training Tasks for new hires that coincide with the policies and procedures.
3. Community Safety Day was a success. Did not have as many folks as we hoped for, but those in attendance thought it was a good event.
4. Child safety presentations are now given once a month at the library. Assisted the Child Safety Center with a child restraint inspection station and with the "Wee Winners" program at ShopKo Hall.
5. Hosted the Brown County Law Enforcement Executives and met with the new Brown County DA David Lasee regarding Wrightstown cases and procedures.
6. We assisted the Brown County SO with 4 different incidents, 1 outside the village and the others with follow-up within the village. We also assisted the Kaukauna Police Department with an incident.

7. We had 2 accidents reported in the Village in May. Both handled by WPD Officers. There were 34 traffic contacts made for various violations, and there was 4 parking violations. BRSO initiated 1 traffic stop in the Village.
8. There were 81 non traffic calls for service in the Village, 87% handled by WPD officers. BRSO self-initiated 5 non traffic calls in the Village during the early morning hours. Received 1 burglary and 7 thefts from vehicle reports. All incidents involved unlocked or open doors. Waiting for BRSO to try and clear up video gathered at one of the incident locations. One resident had their ceramic deer taken from their yard. We are also investigating 4 damage to property incidents where an individual(s) went through the village randomly shooting at house windows and cars with a pellet gun. And we are still investigating a sexual assault allegation. The neighbor battles continue in the High/Washington Street area. 1 person reported having their identity used to write fraudulent checks. 3 people were arrested on warrants and two juveniles received disorderly conduct citations.

PUBLIC WORKS & UTILITIES - - Nothing to report at this time.

REGIONAL PLANNING - -

Well 5 Certified Survey Map – Motion by J Lewis, second by M Leonard to approve Well 5 CSM – one (1) acre parcel contingent on obtaining required signatures. Carried.

Ordinance No. 06192012 – Motion by J Lewis, second by L Bousley to approve Ordinance No.06192012 adopting the annexation of property from the Town of Wrightstown into the Village of Wrightstown for Well 5 contingent on approval of CSM. Carried.

ADJOURN--

Motion by J Lewis, second by K Curry to adjourn. Carried. (Adjourned 7:05 pm)

Shelia Bowers

Deputy Clerk/Treasurer

**VILLAGE OF WRIGHTSTOWN
VILLAGE BOARD MINUTES**

The regular monthly meeting of the Village Board of the Village of Wrightstown on Tuesday **07/03/12** was

CANCELLED

Due to a Lack of a Quorum

Jean A Brandt
Clerk/Treasurer
1:30 pm

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 St, on Tuesday **07/17/12** and was called to order by Village President Dean Erickson at 6:53 pm.

Roll Call: Present – Dean Erickson, Karen Curry, Mark Leonard, Jack Lewis,
Andy Lundt, Village Administrator Steve Johnson
Absent – Larry Bousley, Scott Reigner, Fire Chief Mike Schampers

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen, Tim Dole, Bill & Carol Fritsch, Robert & Lois Geysso, Jill Geysso.

MINUTES - - Motion by J Lewis, second by K Curry to approve the minutes of 06/06/12 and 06/19/12 as presented. Carried.

VOUCHERS - - Motion by A Lundt, second by M Leonard to approve the vouchers as submitted. Carried.

FINANCIAL STATEMENTS - - Acknowledged receipt and review.

SCHEDULED APPEARANCE - - High Street Residents – No input at this time. Previously discussed at Committee of the Whole meeting.

CORRESPONDENCE - - Thank you Note. A thank you note was received and read from The Gagan Family (Village Attorney Bob Gagan) for the plant received for his father's funeral.

VILLAGE ADMINISTRATOR - - S Johnson submitted the following report:

1. Police Corporal Jeff Kola has returned to full-time duty, with no restrictions, following his recovery from surgery.
2. The Town of Wrightstown has rejected our request to designate Fair Road to STH57 as a detour due to the poor condition of a narrow bridge along that stretch. The bridge is slated to be replaced in 2014.
3. An application for a Safe Drinking Water Loan Program (SDWLP) has been submitted, on the Village's behalf, by Robert E. Lee and Associates, Inc. We have also received DNR approval for water main extensions associated with the project.
4. Travis and I attended a meeting held by the Army Corp. of Engineers with various communities and businesses (electric generation, paper mills, effluent discharge) that are stakeholders in the various "pools" in the lower Fox River basin. There was an overall better understanding of the effects of water levels on operations and recreational use with a consensus that this type of meeting should be held annually.
5. Closing on the Well #5 property should be completed by July 20th.
6. Continuing to work with the Water Board Warriors on storage facilities and develop a partnership of mutual benefit.
7. Travis & I attended a Jurisdictional Transfer (JT) meeting with Brown County Highway and members of the WisDOT. Subject: Section of High Street from East side of Fox River to Mueller St. to be reconstructed and turned over to Brown County as a County Road. It will be named County MW and will have a local street name of Fair St. as an obvious extension of the existing Fair St.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Renew New Cell Inc (Cellcom) Corporate Contract – Motion by A Lundt, second by J Lewis to approve the New Cell Inc (Cellcom) corporate contract for two years. Carried.

Operator’s Licenses for 2012-2014 License Years – Motion by A Lundt, second by K Curry to approve the operator’s licenses for the 2012-2014 license years for Kati Brunette, Vickie Cartwright, Mary Petersen, Dean Opgenorth, Tony Selner, and Steven Smith. Carried.

Retail Liquor License Transfer – Premises to Premises – Motion by A Lundt, second by J Lewis to approve the Retail Liquor License Transfer – Premises to Premises for Jamie Liebergen, Jamie’s Dawg House, from 305 Broadway Street to 344 Broadway Street. Carried. (Due to purchase of current property by WisDOT for new bridge round-about area.)

PERSONNEL - -

Resignation of Fireman Ross Thomas – Motion by K Curry, second by J Lewis to accept the resignation of Ross Thomas from the Wrightstown Fire Dept. Carried.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – The June 2012 report submitted by Fire Chief Mike Schampers is as follows:

During June the Fire Department had 2 calls for service, one being mutual aid in the Town of Buchanan for a structure fire and in the Town of Wrightstown for a home Fire Alarm.

Training for the month was a live scenario Positive Pressure Fire Attack at a house we have access to with the Town of Kaukauna Fire. Usual monthly business meeting and inventories were completed as well.

Member Ross Thomas has resigned from the FD effective June 30, he was recently married and is relocating to the Appleton area.

Police Dept Report – The June 2012 report respectfully submitted by Police Chief P Kingsbury is as follows:

Assisted WI DOT at Road America with the Sport Bike and Classic Bike weekends. Presentations at the library and Safety Town continue. We are giving away bike helmets donated by Bellin Health to kids who do an activity or color a picture from the bike safety presentation at the library. Encouraging parents to be good examples and also wear a helmet when riding with their kids.

Officer Kola came back to work the end of June. Recovered well from his emergency surgery.

Local group put on a music festival by the bowling alley. No issues.

WPD Officers attended CPR-AED recertification provided by Bellin Health and local resident Roland Schmidt.

We assisted Menasha PD with locating an individual they needed to question and the Brown County SO with an accident outside the village.

We had 1 accident reported in the Village in June that was handled by the OUSO. There were 29 traffic contacts made for various violations, and there were 4 parking violation. BRSO initiated 1 traffic stop in the Village and their traffic unit conducted a speed study on Main Street.

There were 87 non traffic calls for service in the Village, 96% handled by WPD officers. BRSO self-initiated 3 non traffic calls in the Village during the early morning hours. Busy month with continued follow-up on the sexual assault and car entries from previous month, continue to track down leads on the Fox's Pizza burglary, and the location of the woman responsible for a theft at the apartments on Clay Street. New investigations involving a local business that had checks stolen and cashed for over \$6,000.00, a juvenile who received "sexting" type messages from a female who lives out of state. We also housed an abandoned dog and cat for a few days before taking them to the shelter when no one claimed them.

PUBLIC WORKS & UTILITIES - -

Public Works Superintendent Comments – T Coenen further explained the Jurisdictional Transfer meeting attended by S Johnson and himself with Brown County Highway and DOT relative to the various areas within the bridge project that will require the takeover of roads by Brown County or the Village and the names of those roadways.

Action on Decision for Allowing Parking Lane on STH 96 from Fair St to Village Hall – Motion by M Leonard, second by J Lewis to approve in theory parking lanes on the east side of STH 96 from 331 High St through 339 High Street for the purpose of 90% design by WisDOT. Carried.

Kristi Swanson Request Block Off Fawnwood Drive for Block Party – Motion by M Leonard, second by A Lundt to approve the request from Kristi Swanson to block off Fawnwood Drive for a block party at Waupekun Park on August 12th with rain date of August 19th from 2:00 to 8:00 pm. Carried.

REGIONAL PLANNING - -

Extraterritorial CSM – Linda Meulemans – Motion by J Lewis, second by A Lundt to approve the extraterritorial CSM for Linda Meulemans with parcel number W-159 on CTH DDD in the Town of Wrightstown. Carried.

Motion by J Lewis, second by K Curry to adjourn. Carried. (Adjourned 7:10 pm)

At the close of the meeting Carol Fritsch thanked the Village Board for all their assistance with the High Street residents working on the STH 96 reconstruction project.

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Tuesday **08/07/12** and was called to order at 6:35 pm by Village President Dean Erickson.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis, Andy Lundt, Village Administrator Steve Johnson

Absent –Scott Reignier

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Fire Chief Mike Schampers, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen, Jean Geiger (321 High St)

MINUTES - - Motion by J Lewis, second by L Bousley to approve the minutes of 07/17/12 as presented. Carried.

VOUCHERS - - Motion by M Leonard, second by K Curry to approve the vouchers as submitted. Carried.

SCHEDULED APPEARANCE - - None

WALK-INS - -

High Street – Jean Geiger had concerns with the High Street reconstruction project, see Handout #1 (Drawing of High Street). The WisDOT currently has suggested a unique three-legged driveway with a common access from the proposed new curve that will be created in front of her home. Discussion was held and the Village will work with the WisDOT for an alternative plan such as a cul-de-sac or narrow dead end street. The Village of Wrightstown would be responsible for maintenance and some of the costs for the street or cul-de-sac.

CORRESPONDENCE - -

Cedar Street – S Johnson provided the following Handout #2 (Drawing of Cedar Street) that reads as follows:

“With the change in elevation for the current Cedar St access to Broadway St, the WisDOT is proposing terminating this access point and replace it with a new access off of Main St, either in the form of a driveway or narrow street. The elevation change is necessitated to adjust the grade at the railroad tracks.”

S Johnson wanted an opinion from the board but no formal action on the Cedar Street proposal because it was not on the agenda. Discussion was held regarding the issue and the Village Board felt that it was a good proposal.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. The purchase of the 1-acre lot for Well #5 has been completed.
2. The WisDOT will have more information for our review in about 2 weeks. Razing of buildings may now be postponed until next spring.
3. Budget worksheets are due from Dept. Heads by Aug. 21st and one-on –one’s scheduled in mid-September.

4. With the receipt of an updated cost estimate for Hickory St. from Robert E. Lee & Assoc., we should be ready to re-open discussions with the WisDOT on cost sharing.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Operator's Licenses for 2012-2014 License Years – Motion by A Lundt, second by K Curry to approve the operator's licenses for the 2012-2014 license years for Dawn M Klein (Wrightstown River Inn). Carried.

PERSONNEL - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Department comments – None at this time.

Police Department comments – August 7, 2012 is National Night Out, so turn on your porch light from 7:00pm to 10:00pm to show united front against crime. The 400 block of Patricia Lane have some activities planned for August 7, 2012 so you're welcome to stop by.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC WORKS & UTILITIES - - Public Works Superintendent T Coenen provided the following reports:

June

1. Staff overtime hours for the month of May totaled 27 scheduled hours and 3 call-in hours.
2. Solid waste curbside tonnage for the month of May, including cleanup day, totaled 90.02 tons and recycle tonnage collected was 23.50 tons. (Items 1 and 2 will always list the prior month totals.)
3. The DPW staff has been busy giving curbs, crosswalks and parking stalls a fresh coat of paint.

July

1. Staff overtime hours for the month of June totaled 22.5 scheduled hours and 2 call-in hours.
2. Solid waste curbside tonnage for the month of June totaled 58.88 tons and recycle tonnage collected was 22.66 tons. (Items 1 and 2 will always list the prior month totals.)

REGIONAL PLANNING - -

J Lewis attended the Brown County Planning Commission meeting on August 1, 2012.

Motion by M Leonard, second by L Bousley to adjourn. Carried. (Adjourned 6:55 pm)

Shelia Bowers

Deputy Clerk/Treasurer

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 St, on Tuesday **08/21/12** and was called to order by Acting Chairman Jack Lewis at 6:55 pm.

Roll Call: Present – Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis,
Scott Reignier, Village Administrator Steve Johnson
Absent – Andy Lundt (left at 6:45pm); Dean Erickson

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Assistant Fire Chief Tim Gussert, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen.

MINUTES - - Motion by L Bousley, second by K Curry to approve the minutes of 08/07/12 as presented. Carried.

VOUCHERS - - Motion by M Leonard, second by L Bousley to approve the vouchers as submitted. Carried.

FINANCIAL STATEMENTS - - Acknowledged receipt and review.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. Discussion with WisDOT commenced Aug. 8th on cost sharing for the proposed High St. / Hickory St. connection construction project. Some initial questions were fielded, but nothing more at the time of this report.
2. WisDOT has said “No” to a through street connection from 321 High St. to Fair St. This means we will only be considering a shorter street, possibly with a cul-de-sac, to serve 313 – 321 High St.
3. Street Name Changes: 101 High Street to 247 High Street = change to Fair Street and retain same numbering. Alternative: Leave unchanged and throw caution to the wind that mail and parcel deliveries are timely and correctly made.

Discussion followed on the driveways / street that serves 313-321 High St with the potential for sub-agreements for the current homeowners. Also discussion on the potential street name changes.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Operator’s License for 2012-2014 License Years – Motion by L Bousley, second by M Leonard to approve the operator’s license for Andria Smits for the 2012-2014 license years. Carried.

PERSONNEL - - Nothing to report at this time.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – The July 2012 Fire Dept report submitted by Fire Chief M Schampers is as follows:

In the month of July the Fire Department was summoned for three calls. 1 call for a Barn Fire in Ledgeview for manpower and a RIT Team, (Rapid Intervention Team), 1 call for a full assist MABAS Box Alarm with Lawrence for a fully involved house fire in the Town of Lawrence, house was struck by lightning, the 3rd call was for a pedestrian vs auto with injury in the Village.

Training for July consisted of a limited Water rescue class, due to low water plans had to be altered. Also some members did a joint training with Town of Lawrence involving RIT Team scenarios, search and rescues and escapes.

Also in July the FD assisted PD on traffic control for a memorial motorcycle ride in honor of the 2 PD members killed on duty in the Town of Hobart/Lawrence 10 years ago, they made a stop at the legion in Wrightstown.

Usual truck checks and inventories were completed for the month. We also learned MABAS plans on moving forward with MABAS All Call and weather alert paging by Sept 1. To comply we will be requesting our new pagers from the order and look to program them in August. We also plan to purchase our own docking station and software to do our own programming and save some planned expenses for pager programming.

Police Dept Report – The July 2012 Police Dept report respectfully submitted by Police Chief P Kingsbury is as follows:

Assisted Center for Childhood Safety with Safety Town; WPS with a Safety Event at their facility; and Bellin Health with their annual helmet giveaway and bike rodeo at Lombardi Field. Safety presentations continue monthly at the library. We are still giving away bike helmets donated by Bellin Health to kids who do an activity or color a picture from the bike safety booklet. Check the easels in the hall and pictures on Facebook to see all our participants. Some parents have also received bike helmets so they can be good examples and wear a helmet when riding with their kids.

Helped Special Olympics and the GB Blue Knights Chapter with the 10th Anniversary Ride in memory of Bob Eters and Stephanie Markin (Officers killed in the line of duty while working for Hobart/Lawrence PD). WFD did a nice job helping us get all the bikes into the Legion parking lot and back on their way.

We assisted BRSO with 5 calls outside the village for various incidents.

We had 4 accidents reported in the Village in July. 2 handled by WPD Officers, 1 by HLPD and 1 by BRSO. There were 29 traffic contacts made for various violations, and there was 1 parking violation. BRSO initiated 6 traffic stops in the Village.

There were 116 non traffic calls for service in the Village, 84% handled by WPD officers. BRSO self-initiated 7 non traffic calls in the Village during the early morning hours. Another busy month with continued follow-up previous cases along with new incidents of graffiti at Walt

Maki Field, baseball diamond and elementary school slide and a garage was entered and items removed from the vehicles inside. 4th of July was quiet, 3 fireworks violations called in.

PUBLIC WORKS & UTILITIES - -

Approval of Parking Lanes on High St (STH 96) – Motion by M Leonard, second by K Curry to table the approval of parking lanes on High St until the next meeting. Carried.

Approval of Road Construction / Access from Main Street to Cedar Street – Motion by L Bousley, second by M Leonard to approve the road construction / access from Main Street to Cedar Street. Carried.

Motion by S Reignier, second by L Bousley to adjourn. Carried. (Adjourned 7:20 pm)

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Tuesday **09/04/12** and was called to order at 6:19 pm by Village President Dean Erickson.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Jack Lewis, Scott Reignier

Absent – Andy Lundt, Village President Steve Johnson

Also present: Tom Collins (Wrightstown Area Spirit); Ed Byrne (Brillion News); Police Chief Perry Kingsbury; Fire Chief Mike Schampers; Public Works Superintendent Travis Coenen; Andy Fulcer, Natasha Gwidt, Dan Segerstrom (WisDOT); Randy Pearce, George Fickau (CEI); Dan Fritsch.

MINUTES - - Motion by J Lewis, second by L Bousley to approve the minutes of 08/21/12 as presented. Carried.

VOUCHERS - - Motion by J Lewis, second by S Reignier to approve the vouchers as submitted. Carried.

SCHEDULED APPEARANCES - -

Roger Eiting – R & J Distributors – Withdrew their request to appear.

WisDOT – Discuss Cost Sharing – Deputy Project Manager Natasha Gwidt provided handouts. The first handout related to the calendar year, project title, description of work and the related costs to the Village. In 2014 the parking lanes (\$5,472) and landscaping for medians (\$10,130) was discussed. This is a 20% Village / 80% WisDOT split. In 2014-2015 there are no costs to the Village with the ongoing construction for the bridge and approaches. In 2016 the High / Hickory Street construction, utilizing only the WisDOT specifications, amounts to \$334,703 for Village costs. This is a 50 / 50 split with WisDOT. An estimate requested by the Village from Robert E Lee Associates is in question by WisDOT for the Bridge Street retaining walls. A meeting of all parties involved will be scheduled to review, discuss and address the various discrepancies.

N Gwidt also commented (not listed on the summary sheet) as there is continuous lighting now on the bridge, WisDOT will pay for new LED lights as previously discussed. The Village will pay the maintenance costs. Options for irrigation in the roundabouts were also discussed.

The second handout from N Gwidt outlined the decision by WisDOT to use a “staged construction” method versus a detoured route for the STH 96 construction project. The pros and cons of the two methods were pointed out with a map that showed the distance required to travel if a detour were implemented. Dan Segerstrom was asked to explain why Fair Street is not an acceptable detour route and responded Fair Street is not designed to handle State Highway traffic.

The media members present were instructed to include the Fair Street explanation in any of their writings on this topic for notification to residents.

George Fickau – CEI – Water Garden Concept – Explained CEI is interested in installing natural landscaping or a prairie type restoration within the ditch areas along the streets. It would be approximately a two-year process to “install rain basin prairie with selected plants” and “boulder edge with easy mow screening base with red granite top”.

Clerk Brandt informed everyone that the CEI request would require approval from the CDA (Community Development Authority) rather than the Village Board as CEI falls under the parameters of the Industrial Park Restrictive Covenants. A CDA meeting will be scheduled for this issue and also a new marquee-type sign that would have been presented by Randy Pearce.

WALK-INS - -

Dan Segerstrom – The Committee of the Whole had discussed the responsibility of laterals under the right-of-way. D Segerstrom stated per WisDOT the utility owner is responsible and also provided his past experience with laterals.

VILLAGE ADMINISTRATOR - - S Johnson had previously submitted the following report:

1. On-going discussion with WisDOT on access to 313 – 321 High Street.
2. Street name proposed changes are being run past the County 911 folks to insure a minimum lack of confusion in emergency situations.
3. Working with WABCA to develop an interest in attending a local “Downtown Development” multi-session meeting to commence on September 18th.
4. Have been working with R&J Distributors on their search for a new business site in the hope of retaining them within the Village.
5. Met with WFD Officers’ meeting on August 20 to discuss any issues pending.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Operator’s License for 2012-2014 License Years – Motion by M Leonard, second by L Bousley to approve an operator’s license for Jason Missling for the 2012-2014 license years. Carried.

PERSONNEL - -

Fire Dept Application for Andy Vickman – Motion by K Curry, second by S Reignier to approve the Fire Dept application for Andy Vickman effective March 5, 2012. Carried.

Part-time Police Officers Natalia Sidon and Paul Grunert – Motion by K Curry, second by M Leonard to approve the hiring of part-time Police Officers Natalia Sidon and Paul Grunert pending satisfactory pre-employment testing. Carried.

PUBLIC SAFETY - -

Fire Dept Comments – Chief M Schampers stated the Village Fire Dept assisted at the Lamers barn fire on CTH ZZ this past Sunday. Two firemen required medical treatment for minor injuries.

Police Dept Comments – None at this time.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC WORKS & UTILITIES - -

Public Works Superintendent Report – T Coenen provided the following report for August:

1. Staff overtime hours for the month of July totaled 29.5 scheduled hours and 2 call in hours.
2. Solid waste curbside tonnage for the month of July totaled 47.77 tons and recycle tonnage collected was 16.45 tons. (Items 1 and 2 will always list the prior month totals.)

T Coenen also commented he has a contractor on the STH 96 project that needs water and would be connecting to the hydrant on Longwood Lane / STH 96 or Shanty Road by the high school. Will be minimal but will have heavier trucks on those roads to access the hydrant.

Parking Lanes on High Street (STH 96) – Discussion followed on reviewing the landscaping that coincides with the boulevards and parking lane terraces on High Street.

Motion by M Leonard, second by S Reignier to approve the parking lanes on High Street (STH 96) for the WisDOT reconstruction project as submitted. Carried.

Cost-Sharing with WisDOT on Hickory Street Project – Motion by K Curry, second by S Reignier to table the cost sharing on Hickory Street until further verification received. Carried.

CEI's Water Garden Concept – No action required from Village Board. CDA (Community Development Authority) issue.

Roger Eiting's Request for 228 Mueller Street – No action required. R Eiting withdrew request.

REGIONAL PLANNING - - Nothing to report at this time.

Cancelled Closed Session as was originally requested by Village Administrator S Johnson who was absent. CLOSED SESSION 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by S Reignier, second by K Curry to adjourn. Carried. (Adjourned 7:33 pm)

Jean A Brandt

Clerk/Treasurer

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 St, on Tuesday **09/18/12** and was called to order by Village President Dean Erickson at 6:13 pm.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis, Andy Lundt, Scott Reignier, Village Administrator Steve Johnson

Absent – None

Also present: Ed Byrne (Brillion News), Tom Collins (Wrightstown Area Spirit), Fire Chief Mike Schampers, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen, Rick Edinger.

MINUTES - - Motion by S Reignier, second by K Curry to approve the minutes of 09/04/12 as presented. Carried.

VOUCHERS - - Motion by J Lewis, second by L Bousley to approve the vouchers as submitted. Carried.

FINANCIAL STATEMENTS - - Acknowledged receipt and review.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. Village Hall hours on Thursday until 6:00 pm have been changed to Tuesdays. This allows for scheduling personnel on a more shared basis. Appropriate notice to the public has/will be issued.
2. We have encountered some issues in suitable coverage for opening and closing the Village Hall for Community Room rental. The wage cost to assure coverage far outweighs the rental fee. Said coverage for such is outlined in the Employee Personnel Policies. To raise the rental fee to cover this cost would be prohibited. I am asking that the rental feature be suspended until such a time as a solution is determined. We have limited such gatherings to weekends to avoid a disruption to normal operations.
3. Ongoing discussions with Village Engineers and the WisDOT continue on Hickory St. reconstruction. The next joint meeting is scheduled for Oct. 1st.
4. Board members and staff are encouraged to attend the “Legislator of the Year” banquet held this Thursday evening at The Marc beginning at 5:30 pm. John Maino will serve as the keynote speaker. Cost is \$25.00 per person and spouses are welcome.
5. I would like to thank Travis, Jean, Shelia, and Deb for providing support during my absence. Their efforts were invaluable and demonstrate the strength of our Team.

Discussion was held addressing the issues of the community room rental opening and closing. This issue will be worked out internally.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - - Nothing to report at this time.

PERSONNEL - - Nothing to report at this time.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – The August Fire Dept report submitted by Fire Chief M Schampers is as follows:

During the month of August the FD was called out for two calls. One was a “Hoax” water rescue call for a boat sinking on the river. Coast Guard is working follow up on this. The 2nd call was for a car into a building accident. Training for the month was completion of hose testing.

During August we also did P.R. visits to a block party in the Village and to Coca Cola’s warehouse for “Family Night”.

All trucks went in for annual services and checks. Engine 1312 (Engine 2, and its corrosion issue still need to be addressed before it becomes a severe repair problem. (We have an estimate for repairs, \$8000 which is now a year old estimate).The tender had a small repair for a leak however we have uncovered a larger internal issue with the tank. We are working with the truck vendor Midwest Fire to handle the repairs as the tank has a “Lifetime Warranty”.

Finally for August the Fire Department and the Fireman’s Assoc held the Festival on the Fox. Attendance was down this year as was local corporate sponsorship of the event which had a large negative effect on the bottom line.

Chief Schampers informed the board members of the corrosion issues with the tank frame. Estimated repairs are \$8,000.

Police Dept Report – The August Police Dept report respectfully submitted by Police Chief P Kingsbury is as follows:

Assisted one neighborhood group with their National Night Out celebration, hoping for more involvement next year. Asked village residents to turn on their lights to show unity against crime for the evening of August 7th. We will work to make this an annual event.

Assisted the WFD with Festival on the Fox. Presentations continue at the library, with a series on safety around animals/pets.

Attended Step-Wise training, the WI Chiefs of Police Conference, TiPSS Conference and did Badger TraCS testing with the State. Did a presentation with our sport bike at the Governor’s Conference on Highway Safety.

Conducted background checks on potential new hires.

We assisted BRSO with a lost cat call; WDPW with a water shut off issue; GBPD with follow-up on an accident involving a possible village resident; HLPD with a possible drunk driver; and delivered 2 subpoenas for Municipal Court.

We had 4 accidents reported in the Village in August. 2 handled by WPD Officers and 2 by BRSO. One was a hit and run in a parking lot, unknown suspect vehicle. There were 28 traffic contacts made for various violations, and there were 2 parking violations. BRSO initiated 4 traffic stops in the Village.

There were 81 non traffic calls for service in the Village, 84% handled by WPD officers. WI DNR handled one boating violation. BRSO self-initiated 8 non traffic calls in the Village during the early morning hours. Another busy month with continued follow-up previous cases along with 1 residential burglary to an unlocked garage, an alleged abduction from Neenah, 2 drug related complaints, alleged child abuse and 3 new incidents of credit card fraud. These financial type crimes are very time consuming to investigate. Continue to track leads on burglaries and vehicle entries, and working with DTF on the drug issues. Alleged abduction and child abuse incidents turned out to be perceptually imbalanced.

Chief Kingsbury also provided two handouts – Lifetime Crimefighter Application and Center for Childhood Safety/Safety Pins Bowl-A-Thon – and described the benefits of both for Village participation.

PUBLIC WORKS & UTILITIES - - Nothing to report at this time.

REGIONAL PLANNING - - Nothing to report at this time.

CLOSED SESSION - - D Erickson read the closed session language. Motion by S Reignier, second by A Lundt to proceed into CLOSED SESSION pursuant to Wisconsin State Statutes 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Roll call vote: Ayes – L Bousley, K Curry, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nays – None; Absent – None. Motion carried. (6:45 pm)

Jean A Brandt

Clerk/Treasurer

Minutes of the closed session were written by K Curry.

Motion by J Lewis, second by S Reignier to close the closed session and meeting. Roll call vote – Ayes – L Bousley, K Curry, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nays – None; Absent – None. Motion carried. (Adjourned 8:18 pm)

Steve Johnson

Village Administrator

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 St, on Tuesday 10/02/12 and was called to order by Village President Dean Erickson at 6:12 pm.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis, Scott Reignier, Village Administrator Steve Johnson

Absent – Andy Lundt

Also present: Ed Byrne (Brillion News), Arnie Tucker (Wrightstown Area Spirit), Fire Chief Mike Schampers, Police Chief Perry Kingsbury, David Hollis.

MINUTES - - Motion by J Lewis, second by L Bousley to approve the minutes of 09/18/12 as presented. Carried.

VOUCHERS - - Motion by J Lewis, second by M Leonard to approve the vouchers as submitted. Carried.

WALK-INS - - David Hollis gave kudos to the village for the money saved on both the new village hall and the Fair Street project. D Hollis also expressed concern for the speed of the traffic along Fair Street. Discussion was held regarding options available to regulate the traffic on Fair Street.

CORRESPONDENCE – A thank you card from S Johnson was received and read.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. Ongoing discussions with Village Engineers and the WisDOT continue on Hickory St. reconstruction. A joint meeting was held on Oct. 1st.
2. Brown County Planning Commission – Comprehensive Plan Update. Spoke with Aaron Schuette on 9-25-12 to formally advise that the Board will be taking the lead on the update, with some contracted services still provided by BCPC.
3. Jean and I met on 9-25-12 with Dave Wagner who will be providing new Debt Schedules based on allocations for 2013 Budget; and checking on water rate increase which must be in place **prior** to applying for a Safe Drinking Water Loan (2.2%). Dave will coordinate these efforts with our auditor Tom Karman. Dave will also contact Robert E. Lee to check on project timing.
4. NEW! Halloween Hours on Oct. 31st 4:00 pm – 7:00 pm (On Oct. 16th Agenda)
(could include 2013 as well)

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE –

Approve 2012-2013 Reserve Combination Class “B” Liquor License– Motion by S Reignier, second by J Lewis to approve 2012-2013 Reserve Combination Class “B” Liquor License for Sydrow Golf Inc.; Royal St Patrick’s Golf Links, 201 Royal St Pat’s Dr. Carried

Approve 2012-2013 Schedule for Appointment of Agent by Corporation/Nonprofit

Organization or Limited Liability Company – Motion by S Reignier, second by M Leonard to approve 2012-2013 Schedule for Appointment of Agent by Corporation/Nonprofit Organization or Limited Liability Company for Brett Devine, Sydrow Golf Inc. for Royal St Patrick’s Golf Links. Carried.

Approve 2012-2013 Cigarette License – Motion by S Reignier, second by J Lewis to approve 2012-2013 Cigarette License to Royal St Patrick’s Golf Links. Nay - K Curry. Carried

Operator’s Licenses for 2012-2014 license years – Motion by S Reignier, second by L Bousley to approve operator’s license for Terri George (Wrightstop BP); and Julie Lowe (Wrightstop BP & Bridgeport Shell) 2012-2014 license years. Carried.

PERSONNEL - - Nothing to report at this time.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Comments – Chief M Schampers stated that the Fire Department will be having its annual open house on October 14th from 11-2. The Fire Department will also be heavily involved with community activities in the month of October. D Erickson asked about the tanker repairs and M Schampers stated he is trying to work out a suitable agreement.

Police Dept Comments – None at this time.

PUBLIC WORKS & UTILITIES - -

Public Works Superintendent Report – T Coenen provided the following report for September:

1. Staff overtime hours for the month of August totaled 26.5 scheduled hours and 2.25 call in hours.
2. Solid waste curbside tonnage for the month of August totaled 68.58 tons and recycle tonnage collected was 18.26 tons. (Items 1 and 2 will always list the prior month totals.)
3. The Fair Street concrete controversy can finally be put to rest. The contractor has finished the work and submitted his invoice. The project commenced with little to no concerns coming forward. The invoice total was \$11,767.00 which leaves about \$60,000 to cover other expenses created by the project and also leaves money for future problems.
4. Steve and Travis will be meeting with the DOT and Robert E Lee to discuss plans for Hickory Street on October 1st.
5. Mueller Park will be closing down the week of October 15th

REGIONAL PLANNING - - Nothing to report at this time.

Motion by S Reignier, second by L Bousley to adjourn. Carried. (Adjourned 6:30 pm)

Debra A Sova

Deputy Clerk/Treasurer

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 St, on Tuesday **10/16/12** and was called to order by Acting Chair Andy Lundt at 6:35 pm.

Roll Call: Present – Larry Bousley, Karen Curry, Mark Leonard, Jack Lewis,
Andy Lundt, Scott Reignier, Village Administrator Steve Johnson
Absent – Dean Erickson

Also present: Ed Byrne (Brillion News), Arnie Tucker (Wrightstown Area Spirit), Assistant Fire Chief Tim Gussert, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen.

MINUTES - - Motion by J Lewis, second by L Bousley to approve the 10/02/12 minutes as submitted. Carried.

VOUCHERS - - Motion by S Reignier, second by K Curry to approve the vouchers as presented. Carried.

FINANCIAL STATEMENTS - - Acknowledge receipt and review.

WALK-INS - -

David Hollis – Provided his opinion on the hiring of three part-time Police officers versus full-time and the use of the “speed” control sign.

CORRESPONDENCE - -

Wrightstown Sno-Rovers – Received a letter of thanks for allowing the use of the Village streets for the area snowmobile trails.

ADMINISTRATOR REPORT - - S Johnson provided the following amended report:

1. Travis and I met with Deyo Disposal on Oct.1st to commence discussions on renewal of the Village trash and recycle contract.
2. Met with Carla Buboltz on Oct. 2nd to discuss mutual items of concern.
3. 2013 Budget being developed and is a WIP.
4. Met with AV, Security, and Fire Sprinkler Contractors to determine annual service fees associated with our new Village Hall systems for budget development.
- NEW* 5. Pending item(s) for 11/7/12 C.O.W. Meeting:
 - a. Move \$187,500 from Capital to General Fund for purchase of new Village Hall property. (leaves balance of \$29k)
 - b. Include WisDOT Real Estate proceeds in Capitals???
 - c. Plan on using some capital (see b.) to offset 2013 Budget???
 - d. Establish Board’s direction on Nov. 20th
6. Meeting with Town of Wrightstown at Town Hall on Nov. 2nd at 8:00 am
7. Adopt 2013 General Fund Budget not later than Nov. 20th.

Discussion followed on item 5 with the consensus some funds should be allocated for unexpected emergencies. K Curry and J Lewis will also attend for item 6.

COMMITTEE REPORTS

FINANCE - -

Purchase Offer by Private Party for Squad Car – Motion by A Lundt, second by J Lewis to approve the purchase offer by Chicago Motors Inc in the amount of \$1,307.00 for the 2003 Ford Crown Victoria (brown squad car) from the Wrightstown Police Dept. Carried.

Operator's License – Motion by A Lundt, second by M Leonard to approve the operator's license for the 2012-2014 license years for Christine Beckmann. Carried.

PERSONNEL - -

Hiring Three (3) Part-time Police Officers – Motion by K Curry, second by M Leonard to approve hiring Thomas Janda, Cole Kantner, and Casey Janke as part-time Police Officers pending passing of all pre-employment testing. Carried.

Resignation of Fireman Eric Pansier – Motion by K Curry, second by S Reignier to accept the resignation of Fireman Eric Pansier effective October 1, 2012. Carried.

PARKS & RECREATION - -

2012 Halloween Hours – Motion by L Bousley, second by K Curry to approve Halloween Hours to be on Wednesday, October 31, 2012 from 4:00 pm to 7:00 pm. Carried.

2013 Halloween Hours – Motion by L Bousley, second by K Curry to approve Halloween Hours to be on Thursday, October 31, 2013 from 4:00 pm to 7:00 pm. Carried.

PUBLIC SAFETY - -

Fire Dept Report – The September 2012 Fire Dept report submitted by Fire Chief M Schampers is as follows:

During the month of September the FD was called out for two calls. One call was Full Assist Mutual Aid for a Barn Fire with Town of Buchanan Fire; the 2nd call was for a CO Alarm in the Village.

Training for the month was Pumper operations, the usual truck checks and inventory were completed. The FD also provided CEI their annual Fire Extinguisher Training for its employees over two days. We also participated in the Homecoming Parade and a few visits to schools.

On the horizon the Fire Department needs to find a funding source to replace the Thermal Imaging Cameras. One camera was donated by another FD when they upgraded 5-6 years ago, it has since failed completely and is not repairable. The current camera in service is over 10 years old, outdated and has reliability and service issues. Repairs or upgrade are not cost effective. Thermal Imaging has become a regular use tool in the fire service for much more than looking for "hot spots".

Replacement cost quotes are around \$22,000 to properly equip the department with 2 cameras, one would be able to utilize the search function incorporated in the SCBA Packs. When the FD was awarded a grant to replace PPE in 2007 there was a function option available that allows a properly equipped camera to locate a lost or down fireman via signal from the SCBA unit on the fire fighter. At the time the FD spec'd the SCBA's we included this into the SCBA for future use, the new camera would be able to use this option.

Fire Truck Rotation Cycle – T Gussert was instructed to prepare a list for Administrator S

Johnson of all fire trucks indicating their purchase year and potential replacement year to project a rotation cycle.

Police Dept Report – The September 2012 Police Dept report respectfully submitted by Police Chief P Kingsbury is as follows:

Homecoming week went relatively smooth. One residence received negative feedback regarding their home being targeted. Apparently residual toilet paper had blown into a neighbor's yard making that neighbor unhappy. Not unlike the property surrounding the Wrightstown Community School District that received residual toilet paper from WCSD property as the school district once again allowed their property to be toilet papered by students. Student clean-up appeared to be lacking compared to previous years. Assisted WHS with their Homecoming Parade.

Safety presentations continue at the library, with a talk on child safety seats. Co-Hosted Child Passenger Safety Seat Training at Village Hall in conjunction with the Center for Childhood Safety and Safe Kids WI. 5 new technicians were trained. Sharon attended grant writing course to assist with grants.

Assisted Kaukauna PD as an evaluator for their Emergency Government Exercise. They had flooding in their downtown do to a dam breach in Little Chute. Good experience. Participated with the DEA and the National Drug Take Back Day. Collected 1 ½ boxes of medications. We still accept unused prescription medications at the WPD office during normal business hours.

Hired two new part-time officers and began their field training process.

Traffic patrol was stepped up during the beginning weeks of school. Driver feedback sign deployed at various locations in the school zone on High Street. Chrysler World in Abrams is allowing us to test drive a Dodge Charger. It is equipped with a light and siren package and we were able to install a computer to work with. Unfortunately we are experiencing similar radio issues as we do with the sport bike.

We assisted BRSO with a reckless driving complaint and the DePere PD with locating a vehicle.

We had 3 accidents reported in the Village in September. 2 handled by WPD Officers and 1 by BRSO. One was a hit and run that we believe is tied to another accident with a drugged driver that was turned over to insurance. There were 116 traffic contacts made for various violations, and there were 3 parking violations near the middle school athletic fields. BRSO initiated 3 traffic stops in the Village.

There were 54 non traffic calls for service in the Village, 75% handled by WPD officers. BRSO self-initiated 1 non traffic calls in the Village during the early morning hours. Continued follow-up on previous cases reviewing pawn shop logs for previously stolen items. Cleared a theft and fraud incident involving a former "C" Store clerk. Clerk was arrested on 3 felony charges after search warrant executed on residence in village produced evidence of the crimes. We recovered

property that was removed from an unlocked vehicle earlier this year during a consent search of another residence we were doing a drug investigation follow-up on. Numerous marijuana pipes were also seized. An alert resident reported seeing three individuals acting suspicious in the Short/Janet Streets area. Corporal Kola was able to locate the individuals and they confessed to going through vehicles in the village and may be tied to other vehicle entries in the village and other jurisdictions. A “pocket bike” was taken from the front lawn of a residence in the 200 block of Patricia Lane and a fence type dog kennel was removed from a residence in the 900 block of Washington Street. Also received another credit card fraud complaint.

Chief Kingsbury also commented on the loaner Dodge Charger as a future squad car.

Resolution No. 10162012 to Amend Chapter 102 Fees and Penalties – Motion by S Reignier, second by M Leonard to approve Resolution No. 10162012 to amend Chapter 102 Fees and Penalties for Chapter 115 Liquor Licenses and Chapter 143-4 Transient Licenses relative to “Out of State” records check fee. Carried.

PUBLIC WORKS & UTILITIES - -

Brown County Solid Waste Management Services Agreement – Motion by M Leonard, second by L Bousley to table the Brown County Solid Waste Management Services Agreement. Carried.

REGIONAL PLANNING - - Nothing to report at this time.

CLOSED SESSION:

Proceed into CLOSED SESSION pursuant to Wisconsin State Statutes 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Police Chief Perry Kingsbury, Administrator Steve Johnson. Roll call vote: Ayes – L Bousley, K Curry, M Leonard, J Lewis, A Lundt, S Reignier; Nays – None; Absent – D Erickson. Carried. (7:10 pm)

Jean A Brandt

Clerk/Treasurer

Motion by J Lewis, second by M Leonard to adjourn. Carried. (Adjourned 8:45 pm)

Karen Curry

Personnel Chairperson

**VILLAGE OF WRIGHTSTOWN
VILLAGE BOARD MINUTES**

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Wednesday **11/07/12** and was called to order at 6:19 pm by Village President Dean Erickson.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Jack Lewis,
Scott Reignier

Absent – Andy Lundt, Village President Steve Johnson

Also present: Tom Collins (Wrightstown Area Spirit); Ed Byrne (Brillion News); Police Chief Perry Kingsbury; Fire Chief Mike Schampers; Public Works Superintendent Travis Coenen; Andy Fulcer, Natasha Gwidt, Dan Segerstrom (WisDOT); Randy Pearce, George Fickau (CEI); Dan Fritsch.

MINUTES - - Motion by A Lundt, second by J Lewis to approve the minutes of 10/16/12 as presented. Carried.

VOUCHERS - - Motion by A Lundt, second by L Bousley to approve the vouchers as submitted. Carried.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. Budget Preparation (General, Water, Sewer)
2. Meeting with Town of Wrightstown Town Board. S Johnson added approximately 1 1/2 hours with Jack, Karen and Steve discussing a lot of mutual concerns: impact of bridge construction, phosphorous, etc. Meet more than once per year.
3. General Budget Fund Option:

| | |
|---|-----------------|
| <u>Add a 3rd F/T Officer</u> | |
| 2,080 hrs. @ 22.00 | \$45,760.00 |
| FICA | 3,500.64 |
| Health (86%) | 19,081.68 |
| Pension (9.75%) | <u>4,461.60</u> |
| | \$72,803.92 |

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Review of 2013 General Fund Budget to Include 3 Items Using Capital Funds – Motion by A Lundt, second by J Lewis to approve the following items using capital funds (per estimates) – a) 2013 3/4 ton pick-up truck; b) 2012 Zero-turn mower; and c) Circulation “mixer” for Tower A for \$10,000. Carried.

Authorization to Sign for STH 96 / 2013 Utility Project Change Orders – Motion by A Lundt, second by S Reignier to approve the authorization for Public Works Superintendent and / or Administrator to sign for STH 96 / 2013 Utility project change orders as proposed. Carried.

Red Power Diesel Repair Fire Tender – Motion by A Lundt, second by S Reignier to approve Red Power Diesel to repair the Fire tender truck at an estimated cost of \$2,657. Carried.

PERSONNEL - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Comments – Assistant Chief T Gussert indicated the truck replacement cycle list will be given to S Johnson next week.

Police Dept Comments – Chief P Kingsbury indicated brought on a part-time investigator, Tom Janda, who has been very helpful including his “connections”.

PARKS & RECREATION - -

Wrightstown Lions Christmas Parade – Motion by L Bousley, second by J Lewis to approve the Wrightstown Lions Christmas Parade to be held Dec 1st at 12:00 noon. Carried.

PUBLIC WORKS & UTILITIES - -

Public Works Superintendent Report – T Coenen provided the following report:

1. Staff overtime hours for the month of September totaled 30.5 scheduled hours and 7.5 call in hours.
2. Solid waste curbside tonnage for the month of September totaled 53.06 tons and recycle tonnage collected was 17.02 tons. (Items 1 and 2 will always list the prior month totals.)

Ordinance No. 11072012 to Repeal / Recreate Maintenance of Services – Utilities – Motion by M Leonard, second by S Reignier to approve Ordinance No. 11072012 to repeal / recreate Sections 155-4 Sewer Utility-Maintenance of Services; 194-2(C)(2)(b) Water Utility-Furnishing of Services; and 170-5 B Moving Buildings-Notice to Utilities – of the Municipal Code of the Village of Wrightstown. Carried.

REGIONAL PLANNING - - Nothing to report at this time.

Motion by S Reignier, second by M Leonard to adjourn. Carried. (Adjourned 7:15 pm)

Jean A Brandt

Clerk/Treasurer

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 St, on Tuesday **11/20/12** and was called to order by Village President Dean Erickson at 6:05 pm.

Roll Call: Present – Dean Erickson, Larry Bousley, Mark Leonard (6:05 pm), Jack Lewis,
Andy Lundt, Scott Reignier, Village Administrator Steve Johnson
Absent – Karen Curry

Also present: Ed Byrne (Brillion News), Arnie Tucker (Wrightstown Area Spirit), Fire Chief Mike Schampers, Police Corporal Jeff Kola, Public Works Superintendent Travis Coenen, David Hollis, and Kelcie Vanden Berg (6:45 pm).

MINUTES - - Motion by A Lundt, second by S Reignier to approve the minutes of 11/07/12 as presented. Carried.

VOUCHERS - - Motion by J Lewis, second by L Bousley to approve the vouchers as submitted. Carried.

WALK-INS - -

David Hollis – Questioned how much work to revamp, and how does the Village fund, the downtown businesses that will be affected by the DOT bridge project? Response was improvements and enhancements are completed by the DOT project with costs associated to the project paid by the DOT. Village Board had agreed to various concepts of improvements. Response also included that High Street (from bottom of current bridge to Turner Street) will be turned over to Brown County and known as CTH MW that will connect to CTH ZZ. David Hollis also asked about the solid waste management agreement that was previously on the agenda. T Coenen responded at the last meeting he recommended the Village sign a 5-year agreement with Brown County with the intent of potentially obtaining better pricing after that 5-year span.

VILLAGE ADMINISTRATOR - -

1. USPS Survey and Residential Meeting
Community Room – January 17, 2013 4:30 – 6:00 pm
2. Railroad Public Hearing – January 16, 2013 10:30 – 12:30 pm
Broadway Crossing Changes/Impacts
3. Are there any Board Members wishing to ride in the parade?
4. General Budget Fund Option: *memo*
Add a 3rd F/T Officer

| | |
|--------------------|-------------------------------------|
| 2,080 hrs. @ 22.00 | \$45,760.00 |
| FICA | 3,500.64 |
| Health (86%) | 19,081.68 (paid as a stipend, etc.) |
| Pension (9.75%) | <u>4,461.60 (could be optional)</u> |
| | \$72,803.92 |

Discussion followed on the various options being discussed by the postal service; and the railroad hearing for residents in the area of Broadway Street.

MISCELLANEOUS ISSUES - - None at this time.

COMMITTEE REPORTS

FINANCE - -

Resolution No. 11202012 to Adopt the General Fund Budget for 2013 – Discussion was held that a third full-time police officer is not included in the 2013 budget and that extra general fund monies could be used to fund if it was determined to fill the position.

Motion by A Lundt, second by L Bousley to approve Resolution No. 11202012 to adopt the General Fund Budget for appropriating the necessary funds for operating the government and administration of the Village of Wrightstown for the year 2013. Roll call vote: Ayes – L Bousley, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nays – None; Absent – K Curry. Motion carried.

Adopt 2013 Water Budget – Motion by A Lundt, second by S Reignier to approve adopting the 2013 Water Budget as presented. Roll call vote: Ayes – L Bousley, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nays – None; Absent – K Curry. Motion carried.

It was noted the water budget numbers include 21% for an anticipated rate increase.

Adopt 2013 Sewer Budget – Motion by A Lundt, second by S Reignier to approve adopting the 2013 Sewer Budget as presented. Roll call vote: Ayes – L Bousley, M Leonard, J Lewis, A Lundt, S Reignier, D Erickson; Nays – None; Absent – K Curry. Motion carried.

Operator's License for 2012-2014 License Years – Motion by A Lundt, second by S Reignier to deny the operator's license for Kelcie Vanden Berg based on the results of the background check. Carried.

Municipal Well & Pump Pay Request # 6 – Motion by A Lundt, second by M Leonard to approve pay request # 6 from Municipal Well & Pump in the amount of \$8,045.44. Carried.

Christmas Gift Certificate List – Motion by A Lundt, second by S Reignier to approve the 2012 Christmas gift certificate list as presented. Carried.

PERSONNEL - - Nothing to report at this time.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – Fire Chief M Schampers submitted the following report for October 2012: During October the FD was called for 1 fire, vegetation fire, kids set leaves on fire in a ravine Louise Dr. October is also Fire Prevention month so the FD made appearances around the Village at schools and the library doing Fire Prevention presentations. The FD also participated in Homecoming activities and we gave out glow in the dark items and candy from the Support Unit on Halloween. Also in October we held the annual Open House.

Usual truck checks and meetings were held during the month, training activity for the month was a series of truck familiarization testing and other training activity.

Police Dept Report – Police Chief P Kingsbury respectfully submitted the following report for October 2012:

Assisted Outagamie County Health and the Center for Childhood Safety with car seat inspections. Safety presentations continue at the library, with a talk on Halloween safety. Received a new Moving RADAR unit from the WI DOT while attending annual safety luncheon.

Attended a meeting for County radio project. Issues are being worked out and the project is progressing.

Continued training two new part-time officers. Hired part-time investigator.

Met with local pastor to discuss mental health issues in order to find ways to educate the public regarding

this issue.

Assisted BRSO with a 9-1-1 Hangup call just outside the Village limits; and the WI Dept of Agriculture with an incident involving a Village resident who works with a dog rescue operation.

There were no accidents reported in the Village during October. There were 65 traffic contacts made for various violations, and BRSO handled 1 parking violation. BRSO initiated 1 traffic stop in the Village.

There were 58 non traffic calls for service in the Village, 88% handled by WPD officers. There were a number of incidents involving one Village resident that WPD officers tried different things to help with the resident's mental health issues. The entire family is affected by this situation. The situation is not constant but when it occurs it takes a lot of resources and time. BRSO self-initiated 3 non traffic calls in the Village during the early morning hours. Continued follow-up on previous cases reviewing pawn shop logs for previously stolen items.

Police Corporal J Kola was informed the crosswalk signal by the high school is not flashing going east but does going west. He will contact the appropriate party to have fixed.

PUBLIC WORKS & UTILITIES - -

Brown County Solid Waste Management Services Agreement – Motion by J Lewis, second by L Bousley to approve the Brown County Solid Waste Management Services Agreement for a 5-year term. Carried.

REGIONAL PLANNING - - Nothing to report at this time.

WALK-INS - -

Kelcie Vanden Berg – A Lundt informed Miss Vanden Berg that the Village Board did already deny earlier her operator's license due to alcohol related infractions. It also was noted that she had falsified her application by not listing three violations that are related to alcohol which means cannot be a responsible beverage server or distributor. Miss Vanden Berg stated she had been informed by someone not to include those items on the application as she is now pregnant and turning her life around. S Reignier stated must stand behind the earlier decision of denial. D Erickson thanked her for coming to the meeting.

Motion by S Reignier, second by L Bousley to adjourn. Carried. (Adjourned 6:50 pm)

Jean A Brandt

Clerk/Treasurer

VILLAGE OF WRIGHTSTOWN VILLAGE BOARD MINUTES

The regular monthly meeting of the Village Board of the Village of Wrightstown was held at the Village Hall, 352 High St, on Tuesday **12/04/12** and was called to order at 6:25 pm by Village President Dean Erickson.

Roll Call: Present – Dean Erickson, Larry Bousley, Mark Leonard (6:45pm), Jack Lewis,
Andy Lundt, Scott Reignier, Village Administrator Steve Johnson
Absent – Karen Curry

Also present: Arnie Tucker (Wrightstown Area Spirit), Ed Byrne (Brillion News), Assistant Fire Chief Tim Gussert, Police Chief Perry Kingsbury, Public Works Superintendent Travis Coenen, David Hollis and Marvin Biese Jr.

MINUTES - - Motion by A Lundt, second by J Lewis to approve the minutes of 11/20/12 as presented. Carried.

VOUCHERS - - Motion by A Lundt, second by J Lewis to approve the vouchers as submitted. Carried.

FINANCIAL STATEMENTS - - Acknowledge receipt and review.

WALK-INS - -

Marvin Biese Jr – Addressed his ongoing issue of getting access into his farm fields along CTH D (south of the high school) and east of Meadow Lane as nothing has been resolved with the dismissal of his circuit court case yesterday. Gave his opinion that he should be treated as any other business owner with no discrimination or harassment. Provided his interpretation of the State law that allows him to use residential streets to access his fields. Implied he was willing to file a lawsuit against the Village if it became necessary. T Coenen stated the majority of streets are marked for no trucks (with a 3-ton limit and Village code). Board members commented on the responsibility of farmers, manure haulers, and contractors to be respectful of cleaning up the Village roadways when a spill or mud occurs from their actions. M Biese continued explaining the access off the state or county highways was not feasible due to the type of ditches in those areas. T Coenen indicated the offer still stands from the Village to pay for 1/3 of the culvert installation. M Biese stated the Village will hear back from him by the end of the month with his decision on the offer. Just wants to be treated fairly.

CORRESPONDENCE - -

Thank You – A card of thanks was received for the memorial donation from the family of Joe Koneczka, Perry Kingsbury's father-in-law, who had recently passed away.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. USPS Survey and Residential Meeting
Community Room – January 17, 2013 4:30 – 6:00 pm
2. Railroad Public Hearing – January 16, 2013 10:30 – 12:30 pm
Broadway Crossing Changes/Impacts
3. Working on draft of new agreement with Deyo Disposal, Inc.
4. Provide News Letter items.

S Johnson requested everyone to contact their neighbors to voice their concerns for a “bare bones” post office at the meeting on January 17th.

MISCELLANEOUS ISSUES - -

Christmas Parade – A Lundt thanked everyone who participated or had any involvement in the annual Christmas parade. It was an enjoyable event.

COMMITTEE REPORTS

FINANCE - -

Explanation of General Fund Mill Rates – J Brandt explained the numbers for the School Levy Tax Credit finally arrived this past Thursday. This is the final document required to complete Net Mill Rates for each of the counties. The Village portion for Brown County of the total net mill rate is lower than last year at \$6.40 per thousand while Outagamie County is at \$6.91 per thousand which is higher than last year. The Total Net Mill Rates are Brown County with \$22.3876 per thousand and Outagamie County with \$24.3902 per thousand.

PERSONNEL - -

2013 Village Board Meeting Schedule – Motion by M Leonard, second by L Bousley to approve the 2013 Village Board meeting schedule as presented. Carried.

2013 Holiday Schedule – Motion by A Lundt, second by L Bousley to approve the holiday schedule as presented. Carried.

Accept Resignation of Part-time Police Officer – Motion by A Lundt, second by S Reignier to accept the resignation of part-time Police Office Paul Grunert effective 11/15/12. Carried.

Approve Application for Fireman – Motion by A Lundt, second by S Reignier to approve the hiring of Patrick Shomaker as a fireman pending background check and passing of all pre-employment testing. Carried.

PUBLIC SAFETY - -

Fire Dept Comments – T Gussert stated Engine 1113 is at Red Powers for repairs.

Police Dept Comments – P Kingsbury provided his explanation of the enforcement of Village ordinances and the dismissed court case related to the farmer. He further defended the Village, its officers and the process that was completed. Suggested the same permitting procedure be followed for farmers as building contractors with permit fees being used for cleanup or damage to any Village roadways.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC WORKS & UTILITIES - -

Public Works Superintendent Report – T Coenen submitted the following report:

1. Staff overtime hours for the month of October totaled 20 scheduled hours and 1 call in hour.
2. Solid waste curbside tonnage for the month of October totaled 52.38 tons and recycle tonnage collected was 17.38 tons. (Items 1 & 2 will always list the prior month totals.)
3. The Christmas decorations have been put up and give the “old” bridge a festive look.
4. The snow fences have been put up in problem areas around the village.

5. The DPW Staff has started to install the ice rink at Village Hall and will continue to work on it as weather permits.
6. Two loads of salt have been delivered to our PW Garage. The savings is approximately \$14.00 per ton by purchasing through the State Salt Purchasing Agreement.
7. We rented a tub grinder and ground up all the yard waste at the compost site. The compost will be made available to residents next spring. We also assisted the Town of Lawrence with their tub grinding in exchange for storing some of our salt.
8. Explanation of invoices from Robert E Lee and Kodiak for Fair St. Reconstruction.

Purchase 2013 Pickup Truck – Motion by M Leonard, second by L Bousley to approve the purchase of 2013 Ford F250 Pickup truck from Horn Ford, Brillion, at a cost of \$16,172.50. Carried.

Purchase Gravely Lawn Mower – Motion by M Leonard, second by J Lewis to approve the purchase of a Gravely lawn mower from Ambrosius Sales & Service, De Pere, at a cost of \$8,875.00. Carried.

REGIONAL PLANNING - - Nothing to report at this time.

Motion by A Lundt, second by L Bousley to adjourn. Carried. (Adjourned 7:15 pm)

Jean A Brandt

Clerk/Treasurer

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 St, on Tuesday **12/18/12** and was called to order by Village President Dean Erickson at 6:01 pm.

Roll Call: Present – Dean Erickson, Larry Bousley, Karen Curry, Mark Leonard (6:10pm),
Andy Lundt, Scott Reignier, Village Administrator Steve Johnson

Absent – Jack Lewis

Also present: Arnie Tucker (Wrightstown Area Spirit), Ed Byrne (Brillion News), Fire Chief Mike Schampers, Police Chief Perry Kingsbury.

MINUTES - - Motion by S Reignier, second by L Bousley to approve the minutes of 12/04/12 as presented. Carried.

VOUCHERS - - Motion by A Lundt, second by S Reignier to approve the vouchers as submitted. Carried.

SCHEDULED APPEARANCE - - Gary Gilson – Late Season Chipping. Did not appear.

CORRESPONDENCE - -

Thank you Cards – Thank you notes were received from the following for Christmas gift certificates: Carol Fritsch – American Legion; and Paul Halverson and Tom Schreurs – Fox’s Pizza.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. Have met with local real estate broker who is working with the principles from Fox Shores Sub-division to make the property more marketable.
2. Have not heard from Marv Biese, Jr. in reference to an anticipated contact on future land use. Will give him another week and then will attempt contact.
3. A Christmas Luncheon was held for employees on Dec. 13th at Village Hall.
4. Meeting held on Dec. 12th at WisDOT office (plus teleconference option) on utility locates and potential impacts.

S Johnson also commented the postal survey should be arriving soon to residents and businesses within the Village. Encourage you and your neighbors to respond on how they view and what you and they want for postal services in the future. The Postal Service then can determine what action will be taken.

Further commented that auditor Tom Karman, Schenck, was here today for most of the morning finalizing numbers for the Village application for a water rate increase. The application will be submitted shortly.

MISCELLANEOUS ISSUES - -

Bob Buechler – D Erickson commented about the passing of Bob Buechler. He was a well-respected, life-long resident of the Village who built and donated the coat rack in the Community Room. He will be sorely missed by the community for which he was very involved. S Johnson stated photos were taken of the installed coat rack and sent to him. There is a plaque on the rack “Donated by Robert Buechler 2012”.

COMMITTEE REPORTS

FINANCE - -

Robert E Lee & Associates Invoices – Motion by A Lundt, second by S Reignier to approve the payment of the Robert E Lee & Associates invoices as previously discussed in prior meetings. Carried.

PERSONNEL - -

Hire Part-time Police Officer – Motion by K Curry, second by S Reignier to approve the hiring of Paige Collins as part-time Police Officer pending background check and passing of all pre-employment testing. Carried.

PARKS & RECREATION - - Nothing to report at this time.

PUBLIC SAFETY - -

Fire Dept Report – The November 2012 Fire Dept report submitted with best regards by Chief M Schampers is as follows:

During November the Fire department responded to 5 calls for service. An equipment fire in a business in the Village, a 4 vehicle accident on Broadway St, major damages, no injuries within the Village, strong smell of natural gas in a residence on Fair St, CO2 alarm mutual aid Town of Buchanan, and a full assist mutual aid call to Greenleaf for a home on fire.

Tender 1311 returned from tank repairs and given a clean bill of health. Usual business and training were held. Training for the month was on RIT Operations and buddy breathing with the SCBA. Also during November required SCBA “Fit testing” was completed for everyone on the department with an SCBA mask.

Police Dept Report – The November 2012 Police Dept report respectfully submitted by Chief P Kingsbury is as follows:

Continued training new part-time officers. Investigator Janda attended on-line investigative resource training at FVTC. One part-time officer resigned.

Worked on department structure, potential new hire.

Assisted BRSO with a reckless driving complaint and the Outagamie County SO with an accident.

There were 5 accidents reported in the Village during November. 3 handled by BRSO. One hit and run is still being investigated where the stop sign at the corner of Longwood and Meadow Lane was knocked over and appears to be weather related. There were 20 traffic contacts made for various violations. On one stop Officer Kola discovered marijuana and drug paraphernalia in the car. BRSO initiated 4 traffic stops in the Village.

There were 56 non traffic calls for service in the Village, 82% handled by WPD officers. A burglary to a residence is being worked on. There was damage to a number of street signs in the village which are also being worked on and a temporary stop sign was taken from another intersection. Two juvenile calls continue to be worked on. Cleared all 10 suspicious situation/vehicle/person calls. Received another credit card fraud and a mail scam. BRSO handled a prescription drug fraud complaint at the clinic. Handled a disturbance call at the WHS. BRSO self-initiated 8 non traffic calls in the Village during the early morning hours. Continued follow-up on previous cases reviewing pawn shop logs for previously stolen items.

P Kingsbury described and showed how “stop sticks” were successfully deployed by a Wrightstown officer in a recent event that assisted the Green Bay Police and Brown County Sheriff’s Depts. The event ended on STH 41 after the stop sticks tore apart the driver’s car tires.

P Kingsbury also commented that the use of Facebook by the Police Dept allowed for a lost dog to be returned to its Wrightstown family who had only lived here a few days. The Wrightstown Police Dept was notified about a dog that was found out on Hill Road and posted the information on Facebook.

With the first real snowfall approaching this week, P Kingsbury stressed the importance of being cautious while driving and using good safety measures to avoid an accident.

PUBLIC WORKS & UTILITIES - -

Consider and Take Action on Mixer for Tower A – S Johnson stated this issue has been cancelled from the agenda.

Action, If Any, Chipping Schedule – S Johnson noted the handout from Public Works of the Village ordinance #165-10, Preparation of Brush and Yard Waste, was a result of the discussion with Gary Gilson. The recommendation is to not make any changes to the policy. The timetable for chipping is set April to November to avoid snow accumulations.

REGIONAL PLANNING - - Nothing to report at this time.

CLOSED SESSION - - Proceed into CLOSED SESSION pursuant to Wisconsin State Statutes 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Village Administrator Stephen M Johnson; and 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to be involved – In respect to potential litigation.

Motion by S Reignier, second by A Lundt to approve proceeding into Closed Session. Roll call vote: Ayes – K Curry, M Leonard, A Lundt, S Reignier, D Erickson; Nays – None; Absent – J Lewis. Motion carried. (6:18pm)

Motion by L Bousley, second by S Reignier to close the Closed Session. Roll call vote: Ayes – K Curry, M Leonard, A Lundt, S Reignier, D Erickson; Nays – None; Absent – J Lewis. Motion carried. (7:48pm)

Jean A Brandt

Clerk/Treasurer

Steve Johnson

Village Administrator