

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 **04/06/16** and was called to order at 6:10 pm by Village President Dean Erickson.

Roll Call: Present – Dean Erickson, Sue Byers, Quinn Cavanaugh, Karen Curry, Mark Leonard, Scott Reignier, Terry Schaeuble, Village Administrator Steve Johnson

Absent – None

Also present: Ed Byrne (Brillion News); Public Works Director Travis Coenen; Deputy Clerk/Treasurers’ Shelia Bowers & Patti Leitermann; Linda Verboomen, Gary Kaster, Mark Verhaagh (Alliance Construction), Tom DuPont, Dan Segerstrom, Dan Fritsch.

MINUTES - - Motion by S Byers, second by S Reignier to approve the minutes of 03/15/16, 03/22/16 and 03/30/16 as presented. Motion carried.

VOUCHERS - - Motion by S Byers, second by T Schaeuble to approve the vouchers as submitted. Motion carried.

WALK-IN - - Dan Segerstrom, 245 Patricia Lane – Requested clarification from a previous meeting for overnight parking on the street from 3 days to 1 day. T Coenen responded working through parking related to seasonal snow days. Potential to change those days to snow emergency with no parking as some municipalities have incorporated now. Also asked if asbestos survey, phase 1 or lead paint testing was completed for the potential Village purchases of 108 and 112 High Street buildings in order to determine demolition costs. T Coenen also responded that is all in the works within the process of purchasing.

CORRESPONDENCE - - Thank You Card – Dan Fritsch sent a “special thank-you” for the fruit basket received during his recent illness. “Your thoughtfulness was greatly appreciated.”

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

1. Annual Hearing Testing will be conducted on April 11th at Village Hall (parking lot)
2. Keep in mind that when the time comes for closing Bridge Street, a formal hearing may have to be held to officially terminate the road.
3. 2017 Pass on 2017 Budgets are handed out tonight; can be gone over in detail at April 19th meeting.

COMMITTEE REPORTS

PARKS, RECREATION & REGIONAL PLANNING - -

Request of Todd Parczick, Alliance Construction & Design Inc to REZONE Parcel #VW-192-3 – Motion by T Schaeuble, second by K Curry to approve the request of Todd Parczick, Alliance Construction & Design Inc to REZONE Parcel #VW-192-3, 1050 Broadway St, from B-1 PDD (General Business Planned Development District) to I-1 PDD (Industrial Planned Development District) to accommodate the transition from the former Denmark State Bank/offices to a Construction Office, shop and field support. Motion carried.

Review/Discuss New Draft of RV (Recreational Vehicle) Ordinance and/or Approve to Schedule for Public Hearing – S Byers reviewed the changes from the previous draft that included the purpose of the ordinance and their associated penalties. Discussion followed with the board members and those in attendance on the following issues: the limit of one RV; the length, width and height of the RV; location and right-of-ways; “exceptions”; and enforcement.

Approve Contract Award for Demolition of 108 and 112 High Street – Motion by M Leonard, second by S Byers to table to approve the contract to award for the demolition of 108 and 112 High Street. Motion carried.

PUBLIC SAFETY - -

Approve Ordinance No. 04062016 to Amend Chapter 185-1 and 185-2.4; Vehicles and Traffic – Motion by S Reignier, second by S Byers to approve Ordinance No. 04062016 to Amend Chapter 185-1; Vehicles and Traffic - **State Traffic Laws Adopted** – of the Municipal Code as related to Chapter Trans Codes; and Amend Chapter 185-2.4; Vehicles and Traffic – **Parking Reserved for Vehicles of Disabled** - of the Municipal Code with insertion of additional language. Motion carried.

Approve Ordinance No. 04062016A to Amend Chapter 139-22 Peace and Good Order - Tobacco Products – Motion by S Reignier, second by Q Cavanaugh to approve Ordinance No. 04062016A to Amend Chapter 139-22 Peace and Good Order - **Tobacco Products; C. Restrictions on sale or gift of cigarettes or tobacco products; D. Purchase or Possession of cigarettes or tobacco products by minors; E. Careless Smoking Prohibited; F. Smoking on School Property Prohibited** – of the Municipal Code with insertion of additional or deletion of existing language. Motion carried.

Fire Department Comments – None at this time.

Police Department Comments – None at this time.

FINANCE / PERSONNEL - -

Approve Ordinance No. 04062016B to Amend Chapter 62-2; Village Board – Meetings Start Time – Motion by S Byers, second by S Reignier to approve Ordinance No. 04062016B to Amend Chapter 62-2; Village Board - **Meetings** - of the Municipal Code to conduct Regular Meetings of the Village Board to be held on the first and third Tuesday evenings of each calendar month at **6:00 pm**. Motion carried.

Ehlers’ Recommendation for State Trust Fund Loan Process to Apply – Motion by S Byers, second by T Schaeuble to approve Ehlers recommendation to proceed with the process of applying for a State Trust Fund Loan up to \$600,000 for land purchase and related legal/administrative costs. Motion carried.

2017 Budget Development – Motion by S Byers, second by S Reignier to table to discuss the 2017 budget development; 2017 pay rates; and 2017 headcounts. Motion carried.

Green Bay Water Utility Agreement – Motion by S Byers, second by S Reignier to table action on Green Bay Water Utility Agreement for billing services. Motion carried.

Carl Bowers & Sons Construction Co Inc Pay Request No. 8 – Motion by S Byers, second by

S Reignier to approve Carl Bowers & Sons Construction Co Inc pay request No. 8 for the 2015 Water Transmission Main project in the amount of \$360,182.76. Motion carried.

Oudenhoven Construction Inc pay request No. 8 – Motion by S Byers, second by Q Cavanaugh to approve Oudenhoven Construction Inc pay request No. 8 for the 2015 Meter Station project in the amount of \$4,115.85. Motion carried.

Approve owner purchased material invoices 2015 Pipeline Construction – Motion by S Byers, second by S Reignier to approve owner purchased material invoices for the 2015 Transmission Pipeline Construction project for the vendor and amount as follows: Ferguson Waterworks - total \$145,922.47. Motion carried.

(D Erickson reiterated he is not affiliated in any manner with Ferguson Waterworks.)

Robert E Lee & Associates Request for Payments for Engineering Services – Motion by S Byers, second by Q Cavanaugh to approve Robert E Lee & Associates request for payments for engineering services for Watermain Transmission Construction administration - \$7,368.50; observation - \$25,631.11; SDWLP administration - \$1,700.00; and project closeout - \$1,051.50 (Total \$35,751.11) Motion carried.

Operator's License – Motion by S Byers, second by T Schaeuble to approve license years 2016-2018 – Kristina Brandt, Elizabeth Spiering, April Waterstreet (Royal St Patrick's Golf Links); Caitlynn Johnston (Wrightstop BP). Motion carried.

PUBLIC WORKS & UTILITIES - -

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

1. Staff overtime hours for the month of February totaled 41.75 scheduled hours and 8.5 call in hours.
2. Solid waste curbside tonnage for the month of February totaled 50.47 tons and recycle tonnage collected was 16.46 tons. (Items 1 & 2 will always list the prior month totals.)

Approve 2016 Patrol Truck Bid – Motion by M Leonard, second by S Byers to approve the 2016 Patrol Truck bid contingent all documents meet required specifications as follows: Quality Truck Center – Western Star 4700 SF - \$87,496.00 for the chassis; and Monroe Truck Equipment - \$94,480.00 for specified equipment package. Complete package price \$181,976.00. Motion carried.

T Coenen further commented this equipment fell within the specifications and was \$18,000 under budget.

ADJOURN – Motion by S Reignier, second by Q Cavanaugh to adjourn. Motion carried.
(Adjourned 7:20 pm)

Jean A Brandt

Clerk/Treasurer