

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 **05/03/16** and was called to order at 6:05 pm by Village President Dean Erickson.

Roll Call: Present – Dean Erickson, Sue Byers, Quinn Cavanaugh, Terry Schaeuble,
Dan Segerstrom, Keith Wendlandt, Village Administrator Steve Johnson

Absent – Scott Reignier

Also present: Ed Byrne (Brillion News); Tom Collins (Wrightstown Area Spirit); Public Works Director Travis Coenen; Clerk/Treasurer Jean Brandt; Andre Jacque, Patti Leitermann, Sharon Diedrick, Steve Martin, Tim Dole, Nancy Demske.

MINUTES - - Motion by S Byers, second by T Schaeuble to approve the minutes of 04/04/16, 04/11/16, and 04/21/16 as presented. **Motion carried.**

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

WALK-INS - - Andre Jacque

2nd Assembly District Representative Andre Jacque thanked the Board and Village Staff for allowing him to use the Village Hall for his listening session. He discussed various issues that he was working on in Madison and handed out a copy of the 2016 Legislative Update.

VILLAGE ADMINISTRATOR - - S Johnson provided the following report:

1. Active contact with ETF on health insurance options for 2017.
 - Gathering info for comparison plans for Village consideration.
2. The Beautification Committee (Dick & Bonnie VandenWymelenberg, Don & Rosie Aerts) have been given the go-ahead to purchase flowers and utilize the pots that are available. There is an annual budget of \$1,200 for this effort. DPW is able to assist where needed.
3. The Town of Freedom has responded back for a 2nd time on expressing an interest in meeting to discuss providing the Village with Police Chief Administrative services. They have been informed that we are working on a basic job description for such a position, should it materialize, and to please be patient with us as we work through this scenario.
4. Contact has been made with private citizens on their interest in being considered for re-appointed to various Commissions.

CORRESPONDENCE - -

Proclamations

The following Proclamation was read by D Erickson:

- Municipal Clerks Week – May 1-7, 2016

The following Proclamation was read by D Segerstrom:

- National Police Week – Peace Officers’ Memorial Day – May 15-21, 2016

The following Proclamation was read by K Wendlandt:

- National Public Works Week – May 15-21, 2016

President D Erickson thanked all employees of the Village of Wrightstown for their hard work.

MISCELLANEOUS ISSUES

2016 Village Board Committee Assignments

Motion by K Wendlandt, second by S Byers to approve the Village President's recommendation of Committee Appointments of Village Board members. **Motion carried.**

2016 Commission Assignments

Motion by Q Cavanaugh, second by S Byers to approve the Village Presidents appointments or reappointments for various Board and Commission Assignments. **Motion carried.**

COMMITTEE REPORTS

FINANCE - -

Rescind Offer to Purchase 108 & 112 High St – Motion by S Byers, second by D Segerstrom to rescind Offer to Purchase properties located at 108 & 112 High St due to bank's acceptance from another party. **Motion carried.**

Rescind Approval to expend \$850 for Environmental Testing for 108 & 112 High St – Motion by S Byers, second by Q Cavanaugh to rescind approval to expend \$850 for environmental testing of properties located at 108 & 112 High St. **Motion carried.**

Approve Donation to the American Legion – Motion by S Byers, second by T Schaeuble to approve the annual Memorial Day contribution of \$100 to American Legion Post #436 and assistance from the Police and Fire Departments. **Motion carried.**

Carl Bowers & Sons Construction Co Inc Pay Request No. 9 – Motion by S Byers, second by T Schaeuble to approve Carl Bowers & Sons Construction Co Inc pay request No. 9 for the 2015 Water Transmission Main project in the amount of \$273,817.52. **Motion carried.**

Owner Purchased Material Invoices for the 2015 Transmission Pipeline Construction Project – Motion by S Byers, second by Q Cavanaugh to approve owner purchased material invoices for the 2015 Transmission Pipeline Construction project for the vendor and amount as follows: Ferguson Waterworks – total \$147,083.30. **Motion carried.**

Noted by Dean Erickson that 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 K Wendlandt to approve Robert E Lee & Associates request for payments for engineering services for Watermain Transmission Construction administration - \$13,675.05; observation - \$2,334.39; and SDWLP administration - \$283.00; project closeout - \$727.50 (Total \$17,019.94). **Motion carried.**

Operator's License – Motion by S Byers, second by T Schaeuble to approve license years 2016-2018 for Lynn Zirbel (American Legion). **Motion carried.**

League of WI Municipalities Workshops – Motion by S Byers, second by Q Cavanaugh to approve Village Board members attending League of WI Municipalities Workshops – Green Bay – June 3, 2016. **Motion carried.**

PERSONNEL - - Nothing at this time.

PUBLIC SAFETY - -

Fire Department Comments – T Coenen stated that the Fire Department is working with the

Wrightstown High School on activities coordinated with Brown County Emergency Management. They are also working with CEI on a new alarm system installed in their building. In the near future they will be doing some Water Rescue training.

Police Department Comments – None at this time.

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

PUBLIC WORKS & UTILITIES - -

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

April 2016 Public Works Report:

1. Staff overtime hours for the month of March totaled 29.5 scheduled hours and 13 call in hours.
2. Solid waste curbside tonnage for the month of March totaled 64.46 tons and recycle tonnage collected was 25.69 tons. (Items 1 & 2 will always list the prior month totals.)

T Coenen stated that the new plow truck and equipment has been ordered and will hopefully be delivered before the winter.

Mueller Park Restroom – The Village Board discussed the Mueller Park restroom completion date. T Coenen will follow up with Mark Leonard to see if he will be helping with the completion of this project. If not, T Coenen will seek RFP's (Request for Proposal) and have the restroom work completed by a contractor.

REGIONAL PLANNING - - Nothing to report at this time.

CLOSED SESSION - - Motion by Q Cavanaugh, second by D Segerstrom 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 – Police Chief position; and pursuant to Wisconsin State Statutes 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Economic development negotiations. Roll call vote: Ayes – D Erickson, S Byers, Q Cavanaugh, T Schaeuble, D Segerstrom, K Wendlandt; Nays – None; Absent – S Reignier. **Motion carried.** (6:35 pm)

OPEN SESSION - - Motion by Q Cavanaugh, second by S Byers to reconvene into OPEN SESSION to discuss and/or take action on any issues that occurred during the closed session, if necessary. Roll call vote: Ayes – D Erickson, S Byers, Q Cavanaugh, T Schaeuble, D Segerstrom, K Wendlandt; Nays – None; Absent – S Reignier. **Motion carried.** (8:05 pm).

ADJOURN - - Motion by S Byer, second by K Wendlandt to adjourn. **Motion carried.**
(Adjourned 8:09 pm)

Shelia Bowers

Clerk/Treasurer