COMMITTEE OF THE WHOLE
MEETING
Minutes
March 11, 2019 Brillion City Center 6:00 PM

CALL TO ORDER:
Mayor Gary Deiter called the meeting to order at 6:00 PM.

ROLL CALL:
Present were Mayor Gary Deiter, Alderpersons Mel Edinger, Tim Hanson, Joe Levash, Betty Nies, Wally Sonnabend, Vicki Shafran, and Carrie Wenzel. Also present were Public Works Director Andy Geiger, Police Chief JoAnn Mignon, Fire Chief Joe Diener, and Deputy Clerk/Treasurer Joy Buboltz. Absent was City Administrator/Clerk-Treasurer Lori Gosz.

GUESTS:
Troy Jansen from Gold Cross Ambulance Service and Joel Thorpe.

APPROVAL OF THE AGENDA:
Motion – Edinger moved to approve the agenda as printed and circulated. Seconded by Hanson. Call vote. Motion carried unanimously.

APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF FEBRUARY 25, 2019:
Motion – Sonnabend moved to approve the minutes of the February 25, 2019 Committee of the Whole. Seconded by Shafran. Call vote. Motion carried unanimously.

CITIZEN INPUT:
Mayor Deiter stated this Committee will address the issue raised by City resident Dana Hoyer.

PROTECTION OF PERSONS AND PROPERTY:
Ambulance Department:
1. Review of Monthly Reports:
Jansen reported there were 33 calls in February of which 19 calls were in the City of Brillion, 4 calls in the Town of Brillion, 3 calls in Reedsville, 8 calls in the Town of Woodville, and 1 call to the Town of Chilton.

Jansen explained the response time overall increased in February and that was due to calls in the Town of Woodville that were located just in our contract area.

Jansen reported that the new ambulance is in service. This ambulance is a good asset to have.

Edinger questioned the status of the ambulance door. Chief Mignon explained she received the plans today and will be reviewing the plans with Jansen and Geiger.

B. Police Department:
1. Review of Monthly Report:
Chief Mignon reported on the following:

It was a busy month of February and reported on the following:

- She attended the Annual Chief’s Conference.
- She and Officer Ben Bastian did a presentation at the Chamber Lunch and Learn regarding civilian response to an active shooter event. They have been contacted by several other businesses who are interested in having the presentation at their place of employment. Chief Diener explained the Rescue Task Force team training which is occurring in Calumet County.
- The new squad is in service.
- The City will be receiving $9,700 from FEMA for last year’s flood event. She submitted a request for $13,000.00.

2. Eagles Wings 5K Event Permit:
Chief Mignon stated she has no concern with this event permit.

Motion – Edinger moved to recommend to City Council the Eagles Wings 5K Event Permit. Seconded by Shafran. Call vote. Motion carried unanimously.

3. Bazaar After Dark Event Permit:
Mignon stated she has a little concern with the street closure from 10:00 AM – 11:00 PM that day. She was informed the streets need to be closed during that time frame due to set up for the event. Concerns were expressed with the amount of time the street will be closed and the impact it could have to those businesses located along that street.

Motion – Wenzel moved to recommend to City Council the Bazaar After Dark Event Permit. Seconded by Hanson.

Nies asked if businesses have complaints with the street closure for that amount of time are we able to change the time for the permit. Wenzel stated that as long as there is communication between with those businesses it should be fine.

Edinger questioned parking for the event. Chief Mignon stated she has not received the logistics for parking. She did suggest shuttle service to the downtown area.

Call vote taken. Motion carried unanimously.

C. Fire Department:
1. Review of Monthly Report:
Chief Diener submitted a report and reported on the following:

- Members of the Fire Department will have their blood pressure checked at their training.
- 15 calls year to date.
- Training taking place at the former Brillion Iron Works property. They are smoking up the old maintenance trailer.
- Taken delivery of the new “Iron” sets.
- Received a donation from Deer Run Golf Course/Bill Lorrigan in the amount of $675 from their Super Bowl Night raffle.
• They will be purchasing new lighting for the 6X6 and will be updating lifeguard vests.
• Cody Solberg has submitted his resignation from the Brillion Fire Department.

D. Municipal Court:
1. Review of Monthly Report:
The Report was reviewed by the Committee.

CITY BUILDING AND GROUNDS:
A. Review of Monthly Report:
Geiger reviewed his report and reported on the following:
• Bid opening for the Market Street and/or Elm Street Project will be held on March 18th instead of March 14th.
• He, Chief Diener, and Chief Mignon will be meeting with Dan Ariens and Mark Olson regarding the EMS building on March 12th.
• He attended an Asphalt Pavement Seminar.

Wenzel questioned if Geiger discussed the change order with Calaway Home Improvements for the remodeling project at the emergency services building. Geiger stated no, but will when the project starts.

Edinger asked if the DPW is preparing for the snow melt and rain to come this week. Geiger explained the DPW Staff worked on opening catch basins.

It was asked the status of the EPA Swamp Devil machine to dredge a path in the Brillion Marsh. Geiger stated the application is in process.

B. BCC Pool Boiler:
Geiger reported he is working on trying to keep the current boiler working. He did receive two (2) estimates to replace the boiler. One bid from ACC for $14,730 and one bid from Badger Swimming Pools for $12,627 which did not include venting.

Geiger stated he did receive an alternate bid in the amount of $10,900.00. He did contact the State Boiler Inspector who did not express any concern with this alternate bid. Geiger explained the alternate to the project is a plate exchanger.

Motion – Wenzel moved to recommend to City Council the plate exchanger option for the BCC Pool Boiler at a cost not to exceed $11,000.00. Seconded by Nies.

It was asked where the funds for this project would come from. Geiger stated some of the funds will come from the HVAC Reserve account and the rest from the renovation project borrowing. Levash stated he would like to see the paperwork on this given to the City Council at their next meeting.

Geiger stated he feels we will have a better system with this plate exchanger. Edinger questioned the warranty on this plate exchanger. Geiger stated the warranty would be one (1) year on the pump and one (1) year on the plate.

Call vote. Motion carried unanimously.
C. Winter Snow Maintenance Policy:
Mayor Deiter stated a concern was raised by Dana Hoyer regarding the snow/ruts on the City streets and by the Brillion Middle/Elementary School property. Geiger stated he contacted Hoyer and answered her questions on the snow and salting. He stated the school area was not listed as a primary area on their snow removal list. Mignon stated the Brillion School District is now starting a program where children can be dropped off by 6:00 AM and picked up by 6:00 PM.

Geiger stated he would like to meet with School Superintendent Nick Madison on this program and feels the DPW Staff can adjust their work schedule to accommodate this new program without having to change the City’s Winter Street and Sidewalk Maintenance Policy.

Shafran questioned the salt shortage. Geiger stated they have 5 truckloads of salt left.

No action taken.

FINANCE AND PURCHASING:
No report.

PERSONNEL:
Chief Mignon stated the Police Department received the resignation of Brad Kuehl as a part-time Police Officer for the City of Brillion.

OLD BUSINESS:
None.

NEW BUSINESS:
Hanson suggested that when IPR looks at blacktopping the parking lot at the City Center to look at the draining issue of the front walkway to the building. Geiger suggested pitching the concrete walkway to the building.

ADJOURNMENT:
The meeting adjourned at 6:55 pm.

Joy L. Buboltz
Deputy Clerk/Treasurer