

**SPECIAL CITY COUNCIL  
MINUTES**

**April 8, 2019**

**Brillion City Center**

**6:00 PM**

**CALL TO ORDER:**

Mayor 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, Vicki Shafran, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief JoAnn Mignon, and Fire Chief Joey Diener.

**GUESTS:**

Troy Jansen from Gold Cross Ambulance Service, Jon Cameron from Ehlers & Associates, Kristen Greiner and Tonya Boelter from the Fox Cities Chamber of Commerce, Ron Wolf from McMahan, and David Nordby from The Brillion News.

**APPROVAL OF THE AGENDA:**

**Motion** –Edinger moved to approve the agenda as printed and circulated. Seconded by Hanson. Call vote taken. Motion carried unanimously.

**PROTECTION OF PERSONS AND PROPERTY:**

**A. Ambulance Department:**

**1. Review of Monthly Reports:**

Jansen reported on the following:

- There were 28 calls for the month of March of which 26 of those calls being transport calls. Gold Cross served as a backup for Valdars, due to their ambulance being out of service, which resulted in four (4) calls.
- Unit 15 has lighting issues. It will be taken to Day Auto for repair.
- Certification for “Stop The Bleed”. Hope to do this in house with local businesses and schools. This is a program the hospitals would like to see used in public access. “Stop The Bleed” kits will be used in public places along with AED Kits. Chief Mignon reported that Calumet County has applied for a grant to help fund the kits.

**B. Police Department:**

**1. Review of Monthly Report:**

Chief Mignon reviewed the Monthly Report with the City Council. She reported on a law changing training.

The Brillion Police Department is preparing for community events scheduled in May and June.

**2. Bazaar After Dark Event Permit:**

Chief Mignon reported the Brillion After Dark (BAD) event permit and road closure for the event setup. She explained Main Street will be closed from Jackson Street to W. Water Street. Chief Mignon is recommending approving the event permit as presented on April 3<sup>rd</sup> by the Fox Cities Chamber of Commerce.

Edinger questioned parking for the event. Chief Mignon explained there will be enough parking on side streets and with other large parking lots. There should be enough available.

**Motion** – Shafran moved to approve the Bazaar After Dark Street Event Permit to the Fox Cities Chamber of Commerce. Seconded by Hanson. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**C. Fire Department:**

**1. Review of Monthly Report:**

Fire Chief Diener reported on the following:

- There will be home available for training.
- He was informed that the batteries for the portable radios will need to be replaced. He will obtain a price on this.

**D. Municipal Court:**

**1. Review of Monthly Report:**

No report. April Court will be held on April 9<sup>th</sup>.

**CITY BUILDING AND GROUNDS:**

**A. Review of Monthly Report:**

The DPW Monthly Report was reviewed by the City Council. Gosz gave an update on the City Center parking lot.

**B. Resolution – Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers – 2019 Market Street – Utility & Street Reconstruction Project:**

Ron Wolf from McMahon was present to explain the Market Street Project. The Preliminary Resolution sets in motion the project. The Engineer's Report will be prepared and filed with the City Clerk's Office. Property owners will be notified of the special assessments for the project. A Public Hearing will be held at the May City Council meeting on the special assessments.

**Motion** – Edinger moved to adopt Resolution RE19-02, Declaring Intent to Exercise Special Assessment Police Powers – 2019 Market Street – Utility & Street Reconstruction Project. Seconded by Levash. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**Motion** – Levash moved to set a Public Hearing date for Tuesday, May 28, 2019 at 6:45 PM for the special assessments for the 2019 Market Street Utility & Street Reconstruction Project. Seconded by Edinger. Call vote taken. Motion carried unanimously.

**C. Certified Survey Map – 1520 Sunset Drive – Stephen Wacek:**

**Motion** – Levash moved to approve the Certified Survey Map without a Public Hearing. Seconded by Nies.

Levash explained the Plan Commission recommended this approval without a Public Hearing. The Certified Survey Map meets the City's requirements and due to the location there is no concern.

Roll call vote taken. 7 votes cast. Motion carried unanimously.

**D. Horn Park Tree Removal:**

Shafran reported there are 147 Ash trees in Horn Park that will need to come down. City Staff will take 17 down. She explained three (3) bids were received and Neumann Tree Service was the low bid of \$19,500.00.

The wood chips will be given to the Brillion Nature Center. The Park & Recreation Commission has \$10,124.00 in Reserves. Dan Ariens has offered to donate the balance of it to Neumann, which will be billed directly to Ariens from Neumann.

**Motion** – Wenzel moved to award the bid to Neumann Tree Service with the City’s cost not to exceed \$10,124.00. Seconded by Shafran. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**FINANCE AND PURCHASING:**

**A. Municipal Advisor Scope of Service – Ehlers – Boundary Amendment to TID 5 & Amend TID’s 3 & 4 to Share with TID 5:**

Jon Cameron from Ehlers explained the Scope of Service from Ehlers.

**Motion** – Edinger moved to approve the Municipal Scope of Services with Ehlers for the boundary amendment to TID 5 and Amend TIDs 3 & 4 to share with TID 5. Seconded by Levash. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**B. Consideration of “Resolution Approving an Amendment to the Project Plan and Boundaries of Tax Incremental District No. 5, City of Brillion, Wisconsin:**

Cameron explained the amendment to TID #5. The boundary would be to include the small parcel which was in the Town of Brillion once. It has been annexed. This amendment is important to the development of the District.

Cameron explained the time frame for the amendment.

**Motion** – Levash moved to approve Resolution RE19-06 Approving an Amendment to the Project Plan and Boundaries of Tax Incremental District No. 5, City of Brillion, Wisconsin. Seconded by Hanson. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**C. Consideration of “Resolution Approving an Amendment to the Project Plan and Boundaries of Tax Incremental district No. 3, City of Brillion, Wisconsin”:**

Cameron explained the amendments to the Project Plan for TID #3 and #4 which allows for revenue sharing with TID #5.

**Motion** – Wenzel moved to approve Resolution RE19-07 Approving an Amendment to the Project Plan and Boundaries of Tax Incremental District No. 3, City of Brillion, Wisconsin. Seconded by Shafran.

Nies questioned the projected cash flow. Cameron explained the projection.

Cameron explained the amendment will allow for flexibility to pay off debt issuance in 2019. The priority is to use TID #5 own revenues before using any from 3 or 4. This allows to share without affecting the General Fund. This is a safety net to protect the City to make sure that the debt will be paid. If the District has positive development in TID #5 then TIDs 3 & 4 can close earlier.

Roll call vote taken. 7 votes cast. Motion carried unanimously.

**D. Consideration of “Resolution Approving an Amendment to the Project Plan and Boundaries of Tax Incremental district No. 4, City of Brillion, Wisconsin”:**

**Motion** – Levash moved to approve Resolution RE19-08 Approving an Amendment to the Project Plan and Boundaries of Tax Incremental District No. 4, City of Brillion, Wisconsin. Seconded by Edinger. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**E. Class B Beer and Class C Wine License: New – Avinaashi Hotel Inc for Cobblestone Inn and Suites:**

**Motion** – Edinger moved to approve a Class B Beer and Class C Wine License to Avinaashi Hotel Inc for Cobblestone Inn and Suites. Seconded by Hanson. Call vote taken. Motion carried unanimously.

**PERSONNEL:**

Nies reminded that the Part Time Wage Schedules should be done prior to the 2020 Budget Prep.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mayor Deiter read a letter he received from the 3<sup>rd</sup> Grade Students from Trinity Lutheran School regarding the tree removal on Glenview Avenue.

Gosz reported the WHEDA Tax Credits were not received for the Dumke Development. The RDA will meet to consider requests for proposals from housing developers.

**ADJOURNMENT:**

The meeting was adjourned at 6:51 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer