

Unapproved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

January 14, 2019

Brillion Community 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, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Public Works Director Andy Geiger, Police Chief JoAnn Mignon, and Fire Chief Joe Diener. Absent was Alderperson Wally Sonnabend.

GUESTS:

Joel Thorpe, Keely Marsick from Ayres, TJ Lamers from The IPR Group, and Troy Jansen from Gold Cross Ambulance Service.

APPROVAL OF THE AGENDA:

Motion – Levash moved to approve the agenda. Seconded by Wenzel. Call vote. Motion carried unanimously.

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
DECEMBER 17, 2018:**

Motion – Edinger moved to approve the minutes of the December 17, 2018 Committee of the Whole. Seconded by Nies. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

PROTECTION OF PERSONS AND PROPERTY:

Ambulance Department:

1. Review of Monthly Reports:

Jansen reported there were 43 calls in December; with a total of 457 calls at year end. He stated there were more serious calls in 2018. Response times averaged 7 minutes for December and 6.5 minutes average throughout the year.

Chief Mignon explained the new ambulance was delivered, but is 9” over spec. This is an error on the dealer’s end. Mignon explained the spec sheet clearly marks that there is a rear step this is included in the full length. The Sales Rep is working to resolve the issue and may offer to pay for replacing the garage door to roll on the outside, which will give the space needed. Discussions will continue. The rig is not in service until this is resolved.

Gosz reported on the year-end finance. The City will receive a check from Gold Cross in the amount of \$16,879.88 in subsidy surplus. Gosz presented the subsidy surplus/shortfall with the

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contract since 2000. She stated there were only four (4) years where the City had to pay Gold Cross for budget shortfall.

B. Police Department:

1. Review of Monthly Report:

Chief Mignon reported on the calls in December. She worked with five (5) organizations to adopt needy families. This was a very nice way to end the year.

Chief Mignon reported the squad car is in and they will be going this week to pick it up.

C. Fire Department:

1. Review of Monthly Report:

Fire Chief Diener reported on the following:

- 70 calls in 2018.
- Annual Brat Fry is February 2nd.
- Rescue Task Force Training will be here.
- Training on the Brillion Works Property.
- There were 37 volunteers that donated at their Blood Drive at the Fire Department on January 12th.

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 reported on the following:

- Meeting with the DNR the week of January 21st on lead water services. He has contacted the MEG Attorney for assistance.
- Market Street and Elm Street would be the next Street Project area which would include I/I and lead replacement. This Project along with lead replacements in the Transmission Main Project area would get us in compliance with the DNR required lead water replacements, which is 7% annually.
- The Street Sweeper should be delivered soon. The old sweeper has been sold.

Levash questioned the work on the renovations for the current City Hall facility. Geiger stated he has estimates. Levash suggested this be on the January 28th meeting to proceed.

B. City Center Lease Agreement:

TJ Lamers was present and offered to delay the lease agreement until 2/1/2019 because of the parking lot. Edinger questioned the assessment on the property. Lamers will share once the Assessors have it established. Levash asked if the City could receive a report each year on the payout should the City want to consider it. Lamers stated yes, that can be done.

FINANCE AND PURCHASING:

A. Brillion Community Center Renovation-Certification for Payment Requests-Keller Inc.:

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Gosz reported three (3) payment requests were received after the December City Council meeting. She would like to pay these manually for City Council approval on January 28th.

The payments are as follows:

Pymt #1 - \$102,409.79
Pymt #2 - \$121,066.90
Pymt #3 - \$205,336.86
Total: \$428,813.37

PERSONNEL:

No report.

OLD BUSINESS:

None.

NEW BUSINESS:

A. EPA Brownfield Site-Specific Cleanup Grant Proposal Discussion – Consider Public Review and Comments:

Keely Marsik from Ayres was present and explained the purpose is to satisfy the public comments from the EPA Brownsfield Cleanup Grant application for \$500,000.00. She explained the Grant has a 20% cost share requirement, which State funding does comply. Therefore, the City will not need to come up with additional funding because of the WEDC Idle Sites Grant award.

This a three (3) year grant period. She feels the City is in good position to receive the Grant funding. She explained the Grant proposal. She will leave copies for the public to review and comment on.

ADJOURNMENT:

The meeting adjourned at 6:58 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer