

(Unapproved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

July 22, 2019

Brillion City Center

6:30 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 6:48 PM with the Pledge of Allegiance recited by those in attendance.

ROLL CALL:

Present were Mayor Gary Deiter, Alderpersons Mel Edinger, Timothy Hanson, Joe Levash, Betty Nies, Sarah Pielhop, and Joe Behnke. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Public Works Director Andy Geiger, Police Chief JoAnn Mignon, City Librarian Rachel Hitt, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Alderperson Carrie Wenzel, Park & Recreation Director Ann Marx, and Fire Chief Joey Diener.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES – JUNE 24, 2019 REGULAR CITY COUNCIL MEETING AND THE MAY 13, 2019 SPECIAL CITY COUNCIL MEETING MINUTES:

Motion – Levash moved to approve the minutes of the June 24, 2019 Regular City Council Meeting minutes and the May 13, 2019 Special City Council Meeting minutes. Seconded by Edinger.

Levash asked why the May 13th Special City Council Meeting minutes are being approved now first. Gosz explained those minutes were missed at the last meeting.

Call vote taken. Motion carried unanimously.

6:45 PM – PUBLIC HEARING – RESOLUTION AUTHORIZING SECOND AMENDMENT TO INDUSTRIAL REVENUE BONDS SERIES 2009 – PROFESSIONAL PLATING, INC. PROJECT:

Mayor Deiter opened the Public Hearing at 6:51 PM and asked three (3) times for testimony for or against the proposed Resolution for the second amendment. No comments given. Mayor Deiter closed the Public Hearing at 6:52 PM.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Guests of the meeting were Carla Zander, David Nordby from The Brillion News, Joel Thorpe, and Wendy Behnke.

CONSENT AGENDA:

A. Acceptance of Minutes:

Library Board of 6/19/2019, Committee of the Whole of 6/24/2019, and Water and Sewer Utility Commission – 7/15/2019, and Park & Recreation Commission of 7/16/19.

B. Approval of Vouchers:

A. General Fund: =\$99,783.73

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B. Reserves = \$93,849.30:

C. Contingency = \$0.00:

D. TIF Expenditures \$8,546.77:

C. Approval of License Applications:

1. Operator's License - New: Earl D. Williams:

2. Operator's License – Renewals: Mark Kuchenbecker:

D. Approval of Payroll:

Motion – Edinger moved to collectively approve the Consent Agenda with the Acceptance of Minutes (except the Park & Recreation Commission meeting minutes of 7/16/19), Approval of Accounts Payable and Financial Reports, Approval of Payroll, and the Approval of License Applications as approved at the July 22, 2019 Committee of the Whole Meeting. Seconded by Behnke. Roll call vote taken. 6 votes cast. Motion carried unanimously.

E. Approval of Appointments:

1. Plan Commission – Council Representative:

Motion – Nies moved to approve to appoint Carrie Wenzel as City Council Representative on the Plan Commission. Seconded by Nies.

Motion – Edinger moved to nominate Joe Behnke as City Council Representative on the Plan Commission. Seconded by Pielhop.

No other nominations were given. Mayor Deiter closed nominations.

Mayor Deiter asked for vote by the show of hands. Nies and Levash cast their ballots for Carrie Wenzel. Behnke, Pielhop, Edinger, and Hanson cast their ballot for Joe Behnke.

Joe Behnke will be the City Council Representative to the Plan Commission.

Call vote taken. Motion carried unanimously.

2. Park & Recreation Commission – Wendy Behnke:

Motion – Edinger moved to approve the appointment of Wendy Behnke to the Park & Recreation Commission. Seconded by Levash. Call vote taken. Behnke abstained from voting. Motion carried unanimously.

Pielhop suggested looking at having “alternates” on Committees. Gosz stated that could be discussed at next month’s meeting.

3. Police & Fire Commission – Mary Jo Krueger, Gerald Sonnabend, Ted Petrie

Motion – Pielhop moved to approve the appointment of Mary Jo Krueger, Gerald Sonnabend, and Ted Petrie to the Police & Fire Commission. Seconded by Edinger. Call vote taken. Motion carried unanimously.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Police Chief Mignon reported on the following:

- National Night Out is scheduled for August 6, 2019 from 5:00 PM until 8:00 PM. A movie, sponsored by Verve, will be played after the events that night.
- Black Hawk helicopters will be attending the City’s National Night Out Event.
- Commended all of the Emergency Services personnel in the City for their assistance with this past week’s storms.

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B. Park & Recreation:

Recreation Director Ann Marx submitted a written report.

C. Library:

Librarian Hitt submitted a report and reported that some rearranging has been at the Library in which now there is a Teen Area.

Hitt thanked Jane Kopidlansky for all of her assistance with the maintenance of the outdoor flowers.

D. Fire Department:

No report.

E. Public Works:

Geiger reported on the following:

- DeGroot is scheduled to start the Market Street Project on August 12th.
- The DPW Staff is fertilizing the hanging flower baskets once a week and watering them three (3) times a week. If the weather is very hot then they will water every day. Four (4) baskets had flowers dying in them. Those baskets were taken to Schroth Floral to see if they can be saved.
- Seminars he will be attending.
- The Transmission Main Project. It is hoped to be completed with the digging portion of the project this week or next week.
- Update on the remodeling being done at the Emergency Services Building.

COMMITTEE REPORTS:

A. Plan Commission:

1. Committee Report:

No report.

B. Park & Recreation:

1. Committee Report:

No report.

C. Library Board:

1. Creation of Library Special Revenue Fund:

Gosz explained the Library Board has recommended to the City Council to create a Library Special Revenue Fund. This is done per State Statues. Any surplus of Library funds would stay with the Library for future budgets or a designated project. If there is a deficit in the Library Budget the deficit would then be pulled out of that Library Fund and not the City's General Fund. The City's Auditors have indicated they have no concern with this. This Fund would be started with the 2020 Budget.

Gosz stated she would like to review other areas in the City where a special fund could be used.

Levash asked where the surplus funds go now. Gosz stated the City's General Fund. Levash asked what if there would be a deficit in the budget for the Library. Gosz stated that would all be clarified in the Resolution that would need to be adopted.

Motion – Pielhop moved to proceed with the creation of a Library Special Revenue Fund to begin with the 2020 Budget. Seconded by Behnke.

Behnke asked if this Special Fund does not work can the City go back to having any remaining revenue go back into the City's General Fund. Gosz stated she will check on that.

(Unapproved)

Roll call vote. 6 votes cast. Motion carried unanimously.

D. Utility Commission:

1. Committee Report:

Levash stated the water softeners are now working at Well #1 and Well #2. Geiger reported that the next round of lead sampling will take place in September. Levash questioned the water pressure at the Brillion Community Center. Geiger explained the problems and is hoping that the issue is resolved.

E. Redevelopment Authority Commission:

1. Committee Report:

Edinger stated that it is hoped that by fall the construction of the new apartment complex will take place.

F. Committee of the Whole:

1. Consider ATV/UTV Access to Compost Site:

Item tabled.

2. Consider Controlled Access to Compost Site:

Item tabled.

3. Easement – Wisconsin Public Service – 634 W. Ryan Street:

Motion – Nies moved to approve the easement with Wisconsin Public Service for 634 W. Ryan Street. Seconded by Pielhop. Roll call vote taken. 6 votes cast. Motion carried unanimously.

4. Snow/Ice Reserves:

Motion – Nies moved to take the funds for road salt for 2019 from the Compost Site Reserves and replace those funds in the 2020 City Budget. Seconded by Levash.

Geiger asked what if there are no funds available with the 2020 Budget to replenish the funds in the Compost Site Reserves account. He suggested taking the funds for the road salt from the City's Contingency Fund. Pielhop noted that there aren't adequate funds in the City's Contingency Fund to cover that expense.

Roll call vote. 6 votes cast. Motion carried unanimously.

5. Consider Refinancing of 2008 General Obligation Bond for TID #3 and TID #4:

Motion – Edinger moved to proceed with the refinancing of the 2008 General Obligation Bond for TID #3 and TID #4. Seconded by Pielhop.

Gosz stated she will have Phil Cossen, Ehlers & Associates, draft an Agreement for Professional Services for the Refinancing and to explain the details of the refinancing for the next City Council meeting.

Roll call vote. 6 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Commission Report:

No report.

H. Tourism Committee:

1. Committee Report:

No report.

I. Brillion Housing Authority:

(Unapproved)

1. Committee Report:

Gosz reported that the Brillion Housing Authority is moving forward with the sale of Garrow Villa. Notices have been published in the local newspaper.

OLD BUSINESS:

None.

NEW BUSINESS:

A. Resolution – Second Amendment to IRB:

Motion – Edinger moved to adopt Resolution #RE19-16 authorizing the Second Amendment to Industrial Development Revenue Bond Series 2009 Professional Plating, Inc. Project. Seconded by Pielhop.

Levash asked if there are any costs to the City for this amendment. Gosz stated no.

Roll call vote. 6 votes cast. Motion carried unanimously.

Other:

Pielhop stated she would like to have joint meeting regarding the current email from the League of Wisconsin Municipalities as it relates to road funding. Gosz will try to schedule a meeting.

COMMUNICATIONS – CITY ADMINISTRATOR/CLERK-TREASURER’S OFFICE:

Gosz submitted a written report and reported on the following:

- August Calendar.
- Currently seeking applicants for the Part Time Administrative Assistant position at the City Center.
- She is a member of the CDBG CLOSE Advisory Committee for the Calumet County CDBG-Close Economic Development Plan.

MAYOR’S REPORT:

No report.

PRESS TIME:

Nordby thanked the City Council members and City Staff for attending Zander Press’ 125th Anniversary celebration.

ADJOURNMENT:

The meeting adjourned at 7:28 PM

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer