

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

October 14, 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, Betty Nies, Joe Behnke, Sarah Pielhop, and Carrie Wenzel. Also present were Public Works Director Andy Geiger, Police Chief JoAnn Mignon, Fire Chief Joey Diener, Park & Recreation Director Ann Marx, Librarian Rachel Hitt, and City Administrator/Clerk-Treasurer Lori Gosz. Absent was Alderperson Joe Levash.

GUESTS:

Troy Jansen and Mark Fredrickson from Gold Cross Ambulance Service, Tammy Fischer, Mona Cox, and David Nordby from The Brillion News.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES – SEPTEMBER 23, 2019 REGULAR COMMITTEE OF THE WHOLE MEETING MINUTES:

Motion – Wenzel moved to approve the minutes of the September 23, 2019 Regular Committee of the Whole Meeting minutes. Seconded by Edinger. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

PROTECTION OF PERSONS AND PROPERTY:

Ambulance Department:

1. Review of Monthly Reports:

Jansen reported there were 45 calls in September, which is the best month so far this year.

Jansen reported the employees have started moving into the new expansion at the EMS Building. He thanked the City Council for allowing this expansion for the Ambulance Department.

Jansen reported on hiring.

2. 2020 Ambulance Budget:

Mark Fredrickson explained the 2020 proposed Ambulance Budget. The 44% Reserve adjustment is the amount that Gold Cross feels they will not be able to recoup; this is for contractual write-off and bad debts. He explained in order to be competitive with Staff a 3%

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increase was given across the board. The payer mix of 44% is the difference from the 2019 Budget. More Medicare and Medicaid.

Pielhop questioned the cost to staff a paramedic. Fredrickson estimated about \$100,000 more in operating costs. He explained the need to keep paramedic proficient and it would be hard to do in Brillion with the amount of calls. Higher levels of EMT services are better.

Gosz explained the agreements with the Town of Brillion and the Town of Woodville are based on the average calls to each Township.

B. Police Department:

1. Review of Monthly Report:

Police Chief Mignon reported on the following:

- 175 calls for service.
- Recent arrests made.
- Vandalism at Peters Park.
- Scam incident.
- Training with School Bus Drivers.
- Active Shooter training.
- DOT Grant of \$4,000 will be used for new mobile MDC's.

C. Fire Department:

1. Review of Monthly Report:

Fire Chief Diener reported on the following:

- 45 calls to date.
- Water movement training.
- Burn Tower training at New Holstein.
- Smoke Ready and Flash Over Training.
- Fire Prevention – The Fire Department visited all three (3) schools in the City as well as the Circle of Friends Day Care facility.
- New Fire Fighter was approved by membership.
- Leadership Symposium in 2020.
- Ladder 82 is out of service due to the intake valve.

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:

- KS Energy is installed lines on Glenview Avenue. The intersection of Glenview Avenue and USH 10 will be closed on Wednesday from 6:30 AM – 11:00 AM.
- Brillion Works demolition walk through. Equipment is still being moved from Plant 1. Big crane will be on Francis Street on Wednesday/Thursday in order to remove equipment.

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- Troy Mohr stated employment with the City's Department of Public Works.
- Calumet County Highway LRIP Funding was awarded to Stockbridge and Potter.
- 2019 Pickup truck is in. Zander Press is making the door labels.
- Market Street concrete is completed. Asphalt should be in on Wednesday, October 16th. All other patch work in the City will be completed. Special assessments were mailed.

FINANCE AND PURCHASING:

A. 2020 Budget:

1. BCC/Parks/Recreation/Aquatics:

Marx explained the main increase in operating is in the wages. Health insurance is down. She increased the amount for the BCC Custodian to find someone.

Marx reported that the Capital/Reserves shows an area to catch up. Fencing Reserves could be cut.

2. Library:

Hitt explained the Library Board sets the wage increases. The Custodian Helper position reflects the regular scheduled hours. She explained change to the operating expenditures. The Capital includes energy controls. She explained how Calumet County reimbursement works and how the Library will receive less if the City spends less.

Hitt explained the Capital purchases for computer replacements. Future plans for parking lot replacement and HVAC control software. This will allow for proprietary control of the system. The old system is in MS DOS. Geiger suggested this being done. It will keep costs down for the system by having better controls. This is a one-time cost to ACC for the system.

Hitt explained the Library Board's proposed cuts.

3. Police:

Chief Mignon explained she proposed operating based on increase projections that were done by Ehlers. She explained the ballistic vest replacement in Capital. Hoping to have a grant from a local foundation to help in donations to bring this cost down. Body cameras are also included. Ballistic vests are due for replacements every five (5) years. She suggested if there are any cuts it be in Reserves for Tasers, but if one (1) breaks we will have no Reserves available. She would cut the body cameras before cutting vests.

4. Community Development/RDA:

The Community Development and RDA Budgets were reviewed. Gosz explained the RDA has requested \$20,000 for legal/consulting fees.

Pielhop suggested the Hanging Baskets be in the General Fund and not asking for donations. This could be considered in the future.

Gosz explained the overall budget will be on the October 23rd Committee of the Whole Meeting.

PERSONNEL:

A. Closed Session per W.S.S. 19.85(1) (c):

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Motion – Edinger moved to go into Closed Session per W.S.S. 19.85(1) (c). Seconded by Behnke. Call vote. Motion carried unanimously.

The Committee of the Whole went into Closed Session at 7:09 PM.

B. Open Session:

Motion – Edinger moved to return to Open Session. Seconded by Pielhop. Call vote. Motion carried unanimously.

The Committee of the Whole returned to Open Session at 7:20 PM.

C. Police Chief:

Chief Mignon read a Letter of Resignation to be effective 12/30/2019 due to a medical condition.

Motion – Behnke moved to recommend to City Council to accept the resignation effective 12/30/19. Seconded by Nies. Call vote. Motion carried unanimously.

Motion – Wenzel moved to accept the Mayor’s appointment of Kirk Schend as Interim Police Chief effective 12/31/19. Seconded by Edinger. Call vote. Motion carried unanimously.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

The meeting adjourned at 7:29 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer