

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

October 28, 2019

Brillion City Center

6:30 PM

CALL TO ORDER:

City Council President Mel Edinger called the meeting to order at 6:37 PM with the Pledge of Allegiance recited by those in attendance.

ROLL CALL:

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

APPROVAL OF THE AMENDED AGENDA:

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

APPROVAL OF MINUTES – SEPTEMBER 23, 2019 REGULAR CITY COUNCIL MEETING AND THE OCTOBER 14, 2019 SPECIAL CITY COUNCIL MEETING MINUTES:

Motion – Wenzel moved to approve the minutes of the September 23, 2019 Regular City Council Meeting minutes and the October 14, 2019 Special City Council Meeting minutes. Seconded by Hanson. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Guests of the meeting were David Nordby from The Brillion News, Police Captain Kirk Schend, Connie Schend, and Beth Wenzel.

CONSENT AGENDA:

A. Acceptance of Minutes:

Brillion Public Special Library Board meeting of 9/4/2019, Brillion Public Library Board meeting of 9/18/2019, Park & Recreation Committee of 10/3/2019, Plan Commission meeting of 10/7/2019, Cemetery Committee meeting of 10/9/2019, Redevelopment Authority Commission of 10/10/2019, Committee of the Whole meeting of 10/14/2019, Tourism Committee meeting of 10/16/2019, Water and Sewer Utility Commission of 10/21/2019, and Special Committee of the Whole meeting of 10/23/2019..

B. Approval of Vouchers:

A. General Fund: =\$139,015.78:

B. Reserves =\$210,134.32:

C. Contingency = \$0.00:

D. TIF Expenditures \$50,057.87:

C. Approval of License Applications:

1. Operator's License - New: Heidi Christine Bubolz, Ian Peters, Isaiah Gotter, Sharon Hatfield, Rebecca Dvorachek:

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2. Operator License – Renewal: Cynthia Renee Shaffer:

D. Approval of Payroll:

Motion – Wenzel moved to collectively approve the Consent Agenda with the Acceptance of Minutes, Approval of Accounts Payable and Financial Reports, Approval of Payroll, and the Approval of License Applications as approved at the October 28, 2019 Committee of the Whole Meeting. Seconded by Hanson. Roll call vote taken. 5 votes cast. Motion carried unanimously.

E. Approval of Appointments:

1. Cemetery Commission – Resignation – Karen Brick:

Motion – Nies moved to accept the resignation from Karen Brick for the Cemetery Commission. Seconded by Behnke. Call vote taken. Motion carried unanimously.

2. Fire Fighter – Isaac Nadler:

Fire Chief Diener explained that Isaac Nadler was a former Brillion Fire Fighter. He has now applied to join the Fire Department again. Diener explained that Nadler has all of the required training. Nadler would only need to pass a physical.

Motion – Pielhop moved to accept the recommendation from the Brillion Fire Department for Isaac Nadler to be a member of the Brillion Fire Department. Seconded by Nies. Call vote taken. Motion carried unanimously.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Police Chief Mignon reported that the Pumpkin Walk and the Walk Through Brillion events went very well. She reported that Trick or Treat will be held this Thursday.

B. Park & Recreation:

Recreation Director Ann Marx submitted a written report.

C. Library:

Librarian Hitt submitted a report and reported on the following:

- Tale Tales had an attendance of approximately 264 people; which included children and adults.
- The handicapped button on the east entrance is not working at this time.

D. Fire Department:

Fire Chief Diener reported that Ariel Truck 82 in back in service after “band aid” repairs was made to it. He will be obtaining quotes on the other needed repairs to the truck.

E. Public Works:

Geiger reported on the following:

- Market Street work has been completed, except for a few items on the punch list.
- Patch work was done on the EMS parking lots and on some streets.
- Valve repair/replacement on the corner of S. Custer Street and W. Water Street will be done due to a leaking valve.
- The DPW will continue to work on picking up leaves as long as they are able; weather dependent.

6:45 PM – PUBLIC HEARING – ORDINANCE – ALTERNATE MEMBER TO THE PARK & RECREATION COMMISSION:

City Council President Edinger opened the Public Hearing at 6:50 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Edinger closed the Public Hearing at 6:51 PM.

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COMMITTEE REPORTS:

A. Plan Commission:

1. Committee Report:

Behnke reported that the City Center Apartment Site Plan was reviewed by the Plan Commission. A variance will be needed due to setback issues. Geiger reported that the Building Inspector did formally deny the building permit application due to the setback issue. The Developer can now file for a variance. The meeting for the variance request (done by the Board of Appeals) will be held on November 14th at 4:00 PM.

Behnke also reported that the Plan Commission also reviewed the Dollar General proposed Site Plan.

B. Park & Recreation:

Nies reported that the Park & Recreation Commission is diligently working on making the fitness area available 24/7. It is hoped to have this completed by January 1st.

C. Library Board:

Pielhop reported on the following:

1. Pumpkin Walk went well.
2. STEAM and there is now an Escape Room at the Library.
3. Strategic Plan is almost complete.
4. Climate controls to be installed.

D. Utility Commission:

1. Committee Report:

No report.

E. Redevelopment Authority Commission:

1. Committee Report:

Edinger reported the Redevelopment Authority Commission is discussing where to put their efforts next. They are looking at visiting the Downtown businesses for their input.

F. Committee of the Whole:

1. Police Chief Position:

Motion – Behnke moved to accept the resignation of Police Chief JoAnn Mignon as active Police Chief effective 12/30/2019 and to accept the Mayor’s appointment of Kirk Schend as Interim Police Chief effective 12/31/19. Seconded by Pielhop. Roll call vote taken. 5 votes cast. Motion carried unanimously.

2. 2020 Wages/Benefits:

Motion – Pielhop moved to approve the 2020 Wages and Benefits and to not amend the Flex Benefit Policy as it relates to the City Contribution. Seconded by Wenzel. Roll call vote taken. 5 votes cast. 3 yes votes cast by Hanson, Pielhop, and Wenzel. 2 no votes cast by Nies and Behnke. Motion carried.

3. 2020 Budget – Set Public Hearing Date:

Motion – Pielhop moved to set a Public Hearing date of November 11, 2019 at 6:30 PM regarding the proposed 2020 City Budget. Seconded by Hanson. Call vote taken. Motion carried unanimously.

4. Short-Term 90 Day Loan – State Bank of Chilton:

Motion – Wenzel moved to approve the Short Term 90 Day Loan at the State Bank of Chilton. Seconded by Pielhop. Roll call vote taken. 5 votes cast. 4 yes votes cast by Hanson, Nies, Pielhop, and Wenzel. 1 no vote cast by Behnke. Motion carried.

5. 2020 Ambulance Agreements:

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A. Gold Cross Ambulance:

B. Town of Brillion:

C. Town of Woodville:

Motion – Nies moved to approve the 2020 Ambulance Agreements with Gold Cross Ambulance Service, the Town of Brillion, and the Town of Woodville as presented. Seconded by Behnke. Roll call vote taken. 5 votes cast. Motion carried unanimously.

6. 2020 Police Service Agreement – Village of Reedsville:

Motion – Nies moved to approve the 2020 Police Service Agreement with the Village of Reedsville as presented. Seconded by Hanson. Roll call vote taken. 5 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Cemetery Maintenance Contract – Popp Lawn Services:

Motion – Wenzel moved to approve the Cemetery Maintenance Contract between the City of Brillion and Jerome Popp, Popp Lawn Care. Seconded by Hanson.

It was noted that there is no fee increase in the contract.

Roll call vote taken. 5 votes cast. Motion carried unanimously.

H. Tourism Committee:

Hanson reported that the Tourism Committee is looking at creating a video loop of the City and City businesses to play on a TV at the Tourism Center. This video would be on a flash drive.

1. Brillion Redevelopment Authority – Fall Light Pole Decorating Contest:

Motion – Hanson moved to approve the release of \$100.00 in Tourism Funds to the Brillion Redevelopment Authority Commission for their Fall Light Pole Decorating Contest. Seconded by Pielhop. Roll call vote taken. 5 votes cast. Motion carried unanimously.

I. Brillion Housing Authority:

1. Committee Report:

Gosz indicated that Jean and Larry Van Frachen would like to resign from the Brillion Housing Authority.

OLD BUSINESS:

A. Ordinance – Alternate Member to the Park & Recreation Commission:

Motion – Pielhop moved to adopted Ordinance #OR19-08 amending the Municipal Code as it related to an alternate member to the Park & Recreation Commission. Seconded by Behnke.

It was noted that this Alternate Member would only act when a Regular Member is absent or refuses to vote because of interest.

Roll call vote taken. 5 votes cast. Motion carried unanimously.

B. Brillion Works Project – Demolition Bid:

Gosz reported that after review of the Demolition Bid by Ayres it was noticed a discrepancy buried in a footnote on Brandenburg's bonding. It doesn't change the low bidder, but is higher than the bid in their bid tab.

Motion – Pielhop moved to amend the motion made on October 14, 2019 to award the bid for demolition of the Brillion Works project to Brandenburg Industrial Services for a base bid of \$1,279,133.45 and an Alternate Bid of \$70,710.00 and Supplemental Unit Prices, contingent on an Amendment to the Development Agreement with Brillion Works, LLC to allow for the City's obligation for demolition to exceed the \$800,000 cap amount but

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not to exceed the \$2,000,000 Maximum City Amount. Seconded by Wenzel. Roll call vote taken. 5 votes cast. Motion carried unanimously.

NEW BUSINESS:

A. First Amendment to Development Agreement – Brillion Works LLC – TID #5:

Motion – Pielhop moved to approve the First Amendment to Development Agreement Tax Incremental District #5, between the City of Brillion and Brillion Works, LLC as presented. Seconded by Wenzel. Roll call vote taken. 5 votes cast. Motion carried unanimously.

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

Gosz submitted a written report and reported on the following:

- She and Geiger met with the USDA/EDA/ECWRPC/NEW North to discuss grant opportunities for the Brillion Works development.
- Phil Cossen will be attending the November 11th Special City Council Meeting to discuss the borrowing for TID #5 demolition.
- Keely Campbell from Ayres will be at the November 11th Committee of the Whole Meeting to introduce the grant application to US EPA.

MAYOR’S REPORT:

No report.

PRESS TIME:

No questions.

ADJOURNMENT:

The meeting adjourned at 7:24 PM.

Mel Edinger, City Council President

Joy L. Buboltz, Deputy Clerk-Treasurer