

(Approved)

**REGULAR CITY COUNCIL  
MEETING  
Minutes**

**November 25, 2019**

**Brillion City Center**

**6:30 PM**

**CALL TO ORDER:**

Mayor Gary Deiter called the meeting to order at 6:30 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, Joe Behnke and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief JoAnn Mignon, Fire Chief Joey Diener, City Librarian Rachel Hitt, Park & Recreation Director Ann Marx, and Deputy Clerk/Treasurer Joy Buboltz. Absent was Public Works Director Andy Geiger.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF MINUTES – OCTOBER 28, 2019 REGULAR CITY COUNCIL MEETING AND THE NOVEMBER 11, 2019 SPECIAL CITY COUNCIL MEETING MINUTES:**

**Motion** – Behnke moved to approve the minutes of the October 28, 2019 Regular City Council Meeting minutes and the November 11, 2019 Special City Council Meeting minutes. Seconded by Pielhop.

Levash noted that under Old Business – Ordinance – Alternate Member to the Park & Recreation Commission – he was noted that he seconded a motion but he was not present at the meeting. It was noted that Behnke noted the motion. Correction to the minutes will be made.

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 and Mark Olson from Ariens Co.

**CONSENT AGENDA:**

**A. Acceptance of Minutes:**

Committee of the Whole meeting of 10/28/19, Plan Commission meeting of 11/4/19, Committee of the Whole meeting of 11/11/19, Board of Appeals meeting of 11/14/19, Park & Recreation Committee of 11/14/2019, Water and Sewer Utility Commission of 11/18/2019.

**B. Approval of Vouchers:**

**A. General Fund: =\$93,811.82:**

**B. Reserves =\$204,271.33:**

**C. Contingency = \$0.00:**

**D. TIF Expenditures \$63,114.79:**

**C. Approval of License Applications:**

**1. Operator's License - New: Kevin Colden, Jr, Dorie A. Labitzky, Alyssa Mier, Michelle R. Eick:**

(Approved)

**D. Approval of Payroll:**

**Motion** – Edinger 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 November 25, 2019 Committee of the Whole Meeting. Seconded by Behnke. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**E. Approval of Appointments:**

**1. Cemetery Commission:**

None.

**2. Brillion Housing Authority:**

None.

**3. Board of Appeals:**

Mayor Deiter stated he would like to appoint Linda Deiter as Chairperson for the Board of Appeals and Bill Konwal as the Alternate for the Board of Appeals.

**Motion** – Edinger moved to accept the recommendation from Mayor Deiter to appoint Linda Deiter as Chairperson for the Board of Appeals and Bill Konwal as Alternate to the Board of Appeals. Seconded by Wenzel. Call vote taken. Motion carried unanimously.

**DEPARTMENT HEAD REPORTS:**

**A. Police Department:**

Police Chief Mignon reported that she notified the Village of Reedsville of her upcoming retirement and introduced Captain Kirk Schend and Ben Bastian to the Village Board as their upcoming contacts for Police services.

**B. Park & Recreation:**

Recreation Director Ann Marx submitted a written report and reported on the following:  
The AED has been received at the Brillion Community Center.

- They gym floors have been refinished.
- Tammy Koehler from The IT Dept. is assisting with the fitness center at the Brillion Community Center being open 24/7. Krueger Electric is also assisting. Tri City Glass & Doors will be installing the back doors.

**C. Library:**

Librarian Hitt submitted a report and reported on the following:

- Macmillan publishers are restricting the number of e-book copies that Libraries are able to purchase in the first eight (8) weeks after a title's publication. This is being discussed with WPCL.
- The Library's Strategic Plan has been completed.

Edinger asked if the age group for services was defined. Hitt stated yes. Mayor Deiter complemented Hitt on an excellent job done on the Strategic Plan.

**D. Fire Department:**

Fire Chief Diener reported the Fire Department trained on water rescue at their last training session.

**E. Public Works:**

No report.

**COMMITTEE REPORTS:**

(Approved)

**A. Plan Commission:**

**1. Committee Report:**

None.

Pielhop asked the status of the proposed residential development for the Steinfest Property. Gosz indicated that McMahon has completed the wetland delineation work, but the DNR will not be approving the delineation until spring 2020 growing season. McMahon indicated that they can do a Conceptual Lot Layout of the property.

Mayor Deiter reported that the Board of Appeals approved the Zoning Appeal by Andy Dumke for setback variance for his development of the apartment complex on Main Street.

**B. Park & Recreation:**

No report.

**C. Library Board:**

**A. Strategic Plan:**

No action.

**D. Utility Commission:**

**1. 2020 Street Projects:**

Levash reported the Utility Commission is recommending the following areas as the 2020 Street Projects: reconstruction of Elm Street, lead service replacements and sanitary sewer replacements on Jackson Street to Custer Street, and W. Water Street to Elm Street. Levash noted that the engineering work has already been completed for Elm Street.

**Motion** – Levash moved to proceed with the 2020 Street Projects as recommended by the Utility Commission to include the reconstruction of Elm Street, lateral replacements on Jackson Street west of Custer Street, and W. Water Street west of Elm Street. Seconded by Edinger.

Gosz noted that she will check with Public Works Director on whether or not W. Water Street will be done. Behnke asked how many lead services will be replaced with these projects. Levash stated ones on the east side of Elm Street and six (6) services on Jackson Street.

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

**E. Redevelopment Authority Commission:**

**1. Committee Report:**

Edinger reported the Redevelopment Authority Commission met with Mark Olson at their last meeting.

**F. Committee of the Whole:**

**1. Committee Report:**

No report.

**G. Cemetery Commission:**

**1. Committee Report:**

No report.

**H. Tourism Committee:**

**1. Committee Report:**

No report.

**I. Brillion Housing Authority:**

(Approved)

**1. Committee Report:**

Gosz reported, per Dana Irish, Garrow Villa is going a different direction and is improving.

**OLD BUSINESS:**

**A. EPA Site-Specific Brownfields Cleanup Grant Application:**

Gosz reported that the grant application is complete and ready for submittal.

**Motion** – Pielhop moved to authorize the submittal of the EPA Site-Specific Brownfields Cleanup Grant application for \$500,000 for the Brillion Iron Works Redevelopment Project. Seconded by Hanson.

Levash asked when the City might know if they receive the grant. Gosz stated after the first of the year.

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

**NEW BUSINESS:**

**A. Wisconsin Department of Transportation Multimodal Local Supplement Funding Application:**

Gosz stated that Governor Evers put this program in place for local municipalities to get projects completed. She feels this is the best use of this funding for the construction of a new street from USH 10 to N. Parkway Drive in TID #5. Scott Wilson from Ayers informed her that WisDOT grant reviewers would look more favorable at projects that are “shovel ready”. Wilson was also informed that grant reviewers would look more favorable on a project with a higher match, percentage wise, as it would stretch out the WisDOT award funding.

Gosz explained options for funding for this project, which include the MRO from the Developer. She explained the City would pay back the Developer with available increment generated from the TID. However, first our debt obligation would need to be met. She stated, per the Developer’s Agreement, the City could borrow through GO Bonds or through the MRO.

Mark Olson reported that 75 jobs have been identified when the new street would be constructed.

Gosz reported that Phil Cossen, Ehlers, agrees with the City’s funding as identified in the TID Project Plan.

Pielhop stated this is needed and suggested a 20% match from the City. Levash suggested 25%. Discussion was held on the percentage.

Mark Olson stated that Brillion Works has redefined their development and would distribute their new plan for development the first or second week of January.

**Motion** – Edinger moved to proceed with the Wisconsin Department of Transportation Multimodal Local Supplemental funding application with a 20% commitment as the City’s match. Seconded by Pielhop. Roll call vote taken. 7 votes cast. Motion carried unanimously.

Gosz stated she will continue to update the cost sheet for this project and share it with the City Council.

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

Gosz submitted a written report and reported on the following:

- December calendar.
- Thank from the Chamber of Commerce for being a Silver Sponsor for the Best and Brightest Event.
- City’s mill rate for 2020. Tax bills may be printed next week from the Calumet County Treasurer’s Office.
- Spring Election.
- Meeting with the Town of Woodville regarding ambulance service.
- Received \$700 from the State for computer upgrades for Elections.
- Training on the new election machines.

(Approved)

**MAYOR'S REPORT:**

No report.

**PRESS TIME:**

David Nordby questioned the blasting done by Michels Materials. Gosz stated she contacted Michels Materials and filed a complaint with them regarding the blasting. She is waiting for a response from them. She also reported that Tom Kees contacted Michels Materials too. Nies stated that residents are concerned with the damage that occurs to their home foundations with these blasts.

Mark Olson reported that Brandenburg will be moving their equipment to the Brillion Works property and a rock crusher will also be brought it. They will be following the City's noise ordinance.

**ADJOURNMENT:**

The meeting adjourned at 7:16 PM.

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Gary Deiter, Mayor

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Joy L. Buboltz, Deputy Clerk-Treasurer