

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

November 25, 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, Joe Levash, Betty Nies, Joe Behnke, Sarah Pielhop, and Carrie Wenzel. Also present were, Police Chief JoAnn Mignon, City Administrator/Clerk-Treasurer Lori Gosz, and Fire Chief Joey Diener. Absent was Public Works Director Andy Geiger.

GUESTS:

David Nordby from Zander Press and Mark Olson from Ariens Co.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES – NOVEMBER 11, 2019 REGULAR COMMITTEE OF THE WHOLE MEETING:

Motion – Edinger moved to approve the minutes of the November 11, 2019 Regular Committee of the Whole meeting. Seconded by Levash. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

FINANCE & PURCHASING:

A. Review of Vouchers:

1. General Fund - \$93,811.82:

Motion – Edinger moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$93,811.82. Seconded by Wenzel. Call vote taken. Motion carried.

2. Reserves - \$204,271.33:

Motion – Wenzel moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$204,271.33. Seconded by Edinger.

Levash questioned the use of Cemetery borrowing for patching of the BCC parking lot and the EMS parking lot. Wenzel explained the Cemetery Committee did discuss this and gave Geiger approval to use the funds for other street repair needs. Gosz stated because it was an opportunity to have the work done, Geiger proceeded because the cost was under \$5,000 per the City's Purchasing Policy. Levash stated in the future this should be brought to the City Council for approval first.

Approved

Call vote taken. Motion carried.

3. Contingency - \$0.00:

None.

4. TIF Expenditures - \$63,114.79:

Motion – Wenzel moved to recommend to City Council to approve the TIF Expenditure vouchers in the amount of \$63,114.79. Seconded by Levash. Call vote taken. Motion carried.

B. Review of License Applications:

1. Operator License – New: Kevin Colden, Jr, Dorie A Labitzky, Alyssa Mier, Michele R. Eick:

Motion – Nies moved to collectively recommend to City Council to grant an Operator License to Kevin Colden Jr, Dorie A. Labitzky, Alyssa Mier, and Michele R. Eick. Seconded by Behnke. Call vote taken. Motion carried unanimously.

C. Review of Payroll:

Motion – Edinger moved to recommend to City Council to collectively approve the November 8, 2019 payroll and the November 22, 2019 payroll amounts. Seconded by Pielhop. Call vote taken. Motion carried.

PROTECTION OF PERSONS AND PROPERTY:

A. Public Service Building Task Force - Update:

Fire Chief Diener reported the Task Force toured Mt. Horeb and Lake Delton facilities. In order to get a design to fit our needs, the Task Force is requesting a Space Needs Analysis with vendors to be sent out on December 5th and returned by December 18th for a recommendation to City Council by December 23rd. Cost for the Study maybe approximately \$6,000.00.

Levash reported the current facility is not being considered. The Task Force understands there is no budget but will be seeking proposals to bring back to the City Council for consideration.

CITY BUILDING AND GROUNDS:

Pielhop reported she received calls from residents that the DPW Staff is not bagging leaves when mowing at Horn Park.

Edinger reported he received calls from residents concerned with the pad by the compost site.

PERSONNEL:

No report.

NEW BUSINESS:

Edinger stated we need to look at ways to increase revenue. We are limited to borrowing. He stressed to continue to look at the 5 Year Capital Plan and financing for those needs.

ADJOURNMENT:

The meeting adjourned at 6:25 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer