

Unapproved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

December 23, 2019

Brillion City Center

5:30 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 5:30 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 Captain Kirk Schend, City Administrator/Clerk-Treasurer Lori Gosz, Public Works Director Andy Geiger, and Park & Rec Director Ann Marx.

GUESTS:

Dennis Miller, Mark Olsen, Wendy Behnke, Rebecca Reimer from Rettler, and David Nordby from Zander Press.

APPROVAL OF THE AGENDA:

Mayor Deiter asked to move agenda item 8 A to after "Approval of Agenda".

Motion – Behnke moved to approve the revised agenda. Seconded by Levash. Call vote. Motion carried unanimously.

CITY BUILDING AND GROUNDS:

A. Park & Recreation Comprehensive Open Space Plan Presentation:

Rebecca Reimer from Rettler presented the Comprehensive Outdoor Recreation Plan (CORP). She explained an approved Plan is necessary for the City to receive grant funding.

Reimer explained based on National Recreation and Park Association (NRPA) standards the City has enough park spaces. She suggested that as the City grows starting another park to the north and south ends of the City. Reimer stated the CORP document is a planning tool. Nothing suggested in the document is required.

Marx stated ADA compliance at parks is something to look at, keeping the parks updated is important. Dennis Miller stated it is important to improve the restrooms at the parks. To do everything suggested in the Plan will cost \$5 million dollars. ADA compliance is probably first on the list to get done. Miller stated the Park & Recreation Commission will determine which projects will be done and at what costs, they will set priorities.

Mayor Deiter thanked Reimer and the Park & Recreation Commission for the work on this project.

APPROVAL OF MINUTES – NOVEMBER 25, 2019 REGULAR COMMITTEE OF THE WHOLE MEETING:

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Motion – Nies moved to approve the minutes of the November 25, 2019 Regular Committee of the Whole meeting. Seconded by Wenzel. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

FINANCE & PURCHASING:

A. Review of Vouchers:

1. General Fund - \$107,891.86:

Motion – Edinger moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$107,891.86. Seconded by Wenzel.

Nies questioned the reimbursement to Dennis Jandrey for a tool. Geiger explained the expense. Behnke questioned the payment to Tri City Glass. Geiger explained it is for the Library door handicap button.

Call vote taken. Motion carried.

2. Reserves - \$7,138.84

Motion – Wenzel moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$7,138.84. Seconded by Pielhop. Call vote taken. Motion carried.

3. Contingency - \$0.00:

None.

4. TIF Expenditures - \$6,088.55:

Motion – Edinger moved to recommend to City Council to approve the TIF Expenditure vouchers in the amount of \$6,088.55. Seconded by Hanson. Call vote taken. Motion carried.

5. Revolving Loan Fund: \$76,273.73:

Motion – Behnke moved to recommend to City Council to approve the Revolving Loan Fund expense in the amount of \$76,273.73. Seconded by Nies.

Gosz explained the Community Development Block Grant Revolving Loan Fund for Economic Development Closeout Program. She reported the RDA would like to apply for the funds to use for the demolition and site clearance for the Dollar General property. She stated a recommendation from the RDA will be on the January City Council agenda.

B. Review of License Applications:

1. Operator License – New: DeWayne Danke:

Motion – Edinger moved to recommend to City Council to grant an Operator License to DeWayne Danke. Seconded by Hanson. Call vote taken. Motion carried unanimously.

C. Review of Payroll:

Motion – Nies moved to recommend to City Council to collectively approve the December 6, 2019 payroll and the December 20, 2019 payroll amounts. Seconded by Behnke. Call vote taken. Motion carried.

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PROTECTION OF PERSONS AND PROPERTY:

No report.

CITY BUILDING AND GROUNDS:

B. Brillion Works Demolition – Brandenburg Industrial Service Co. – Change Order No. 1:

Geiger explained the Change Order is due to the additional pumping of water. He explained that Brillion Works, LLC will be picking up half of the additional cost.

Motion – Levash moved to recommend to City Council Change Order No. 1 to the Brandenburg Industrial Service Co. Seconded by Hanson.

Behnke questioned the cause of the increase of water in the basements. Geiger explained due to the amount of rain that was experienced in the fall. The positive was there was low levels of contaminates in the water and the WWTP could handle it.

Call vote taken. Motion carried.

C. Brillion Works Demolition – Brandenburg Industrial Service Co. – Payment Application No. 1:

Geiger reported this is the first draw. Most of it was for mobilization. They are projected to be completed by February 2020.

Motion – Levash moved to recommend to City Council Payment Application No. 1 to Brandenburg Industrial Service Co. Seconded by Pielhop. Call vote taken. Motion carried.

PERSONNEL:

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

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

The Committee went into Closed Session at 6:07 PM.

B. Open Session:

Motion – Levash moved to return to Opens Session. Seconded by Pielhop. Call vote taken. Motion carried.

The Committee returned to Open Session at 6:22 PM.

C. 2020 Employment Agreements:

Motion – Levash moved to recommend to City Council to approve the 2020 Employment Agreements with changes and corrections. Seconded by Wenzel. Call vote taken. Motion carried.

D. Scheduled Hours, Overtime, and Compensatory Time Policy Amendment:

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Motion – Edinger moved to approve the amendment to the Scheduled Hours, Overtime, and Compensatory Time Policy. Seconded by Levash. Call vote taken. Motion carried.

NEW BUSINESS:

None.

ADJOURNMENT:

The meeting adjourned at 6:24 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer