

**COMMITTEE OF THE WHOLE
Minutes**

March 23, 2020

Brillion City Center

6:00 pm

CALL TO ORDER:

Council President Edinger called the meeting to order at 6:01 pm.

ROLL CALL:

Present were Council President Edinger, Alderperson Tim Hanson (via phone), Joe Levash, Betty Nies, Joe Behnke, Sara Pielhop and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief Kirk Schend and Fire Chief Joe Diener.

Guests:

None.

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES – February 24, 2020 Regular Committee of the Whole:

Motion – Levash moved to approve the minutes of the February 24, 2020 Committee of the Whole meeting. Seconded by Nies. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

FINANCE AND PURCHASING:

Review of Vouchers:

General Fund - \$154,634.32:

The voucher to Wisconsin Public Service for \$1,207.62 was questioned. It was agreed that this was a double entry. The correct amount for approval should be \$153,426.70.

Motion – Wenzel moved to recommend to City Council approval of the General Fund vouchers in the amount of \$153,426.70. Seconded by Pielhop. Call vote. Motion carried unanimously.

Reserves - \$29,012.03:

Motion – Nies moved to recommend to City Council approval of the Reserves vouchers in the amount of \$29,012.03. Seconded by Wenzel. Call vote. Motion carried unanimously.

Contingency: \$0.00:

No Action.

TIF Expenditures - \$8,606.85:

Motion – Wenzel moved to recommend to City Council approval of the TIF Expenditures in the amount of \$8,606.85. Seconded by Levash. Call vote. Motion carried unanimously.

Review of License Applications:

Operator License – New: Mark Heim Sr.:

Motion – Pielhop moved to recommend to City Council the approval of the operator license to Mark Heim Sr. Seconded by Levash. Call vote. Motion carried unanimously.

Class B Beer & Class B Liquor – Zereturn Inn LLC for Zereturn Inn LLC:

Motion – Wenzel moved to recommend to City Council the approval of the Class B Beer & Class B Liquor license to Zereturn In LLC for Zereturn Inn LLC. Seconded by Nies. Call vote. Motion carried unanimously.

Kennel License – 332 Valley View Drive:

Motion – Peilhop moved to recommend to City Council the approval of the Kennel License for the property owner at 332 Valley View Drive. Seconded by Behnke. Call vote. Motion carried unanimously.

Review of Payroll:

Motion – Wenzel moved to recommend to City Council the approval of the February 28, 2020 payroll in the amount of \$ 46,297.44, and the March 13, 2020 payroll in the amount of \$ 49,196.31 collectively. Seconded by Peilhop. Behnke questioned the overtime for Police if it was for vacation fill or shift fill. Chief Schend stated it will be more clearly identified moving forward.

Call vote. Motion carried unanimously.

PROTECTION OF PERSONS AND PROPERTY:

Chief Schend stated and Chief Dienor have been quite active in the Coronovirus crisis. Chief Dienor stated things are changing by the hour. The County has now set up a site that is most accurate information available. Chief Schend and Chief Dienor are asking for everyones understanding during this crisis. Chief Dienor stated the Governors plans will be released on Tuesday, March 24, 2020. Chief Schend stated the Police Officers are aware that any personal plans they have may have to be put on hold.

CITY BUILDINGS AND GROUNDS:

Brillion Works Demolition – Brandenburg Industrial Services Inc. – Change Order #3:

Geiger reported the building demolition work was completed on 3/17/2020. August Winters is on site with water and sanitary sewer terminations. Geiger contacted McClone Insurance to do a walk through of the property to make sure the site is free of any liability concerns. He stated the City may not have to put a fence around the property. Geiger reported that Brillion Works LLC wanted to leave some of the building up and they will be securing those buildings. Geiger explained the work to be done in the change order.

Motion – Levash moved to recommend to City Council Change Order #3 with Brandenburg Industrial Services Inc. for the Brillion Works LLC demolition project. Seconded by Behnke. Call vote. Motion carried unanimously.

Geiger reported Andy Dumke will begin work on this City Center Apartments in April.

Geiger reported the Department of Public Works and Brillion Utility staff will be working during the Safer at Home Order.

Geiger asked the Council if he could use one of the DPW trucks for his CDL testing in New Holstein. It was agreed to allow Geiger this use.

Geiger reported the HVAC at the BCC and the Library have been reduced during the closure.

PERSONNEL:

No Report.

NEW BUSINESS:

Proclamation – State of Emergency:

Motion – Pielhop moved to recommend to City Council the State of Emergency Proclamation. Seconded by Wenzel.

Levash questioned the cost of labor during the emergency. Chief Dienor stated the closure of the Brillion Community Center and Library will be until April 6, 2020. It will then be determined if an extended period is necessary. Chief Dienor stated that Council President Edinger, he as Emergency Management Director and City Administrator determined that in good will to those employees affective, they would receive payment for the hours they were scheduled to work.

Nies and Levash stated they don't feel it is fair to the tax payers. Levash stated he believes we need to run this City as a business. He understand paying the Directors of each facility. Levash stated he feels the City Council should have made this determination. Wenzel stated this is a hardship and we have to be humanitarians during this time. Council President Edinger stated that after April 6th the Council can meet to discuss how to proceed.

Call vote. Motion carried unanimously.

ADJOURNMENT:

The meeting adjourned at 6:38 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer