

**Committee of The Whole
Minutes**

May 11, 2020

Brillion City Center

6:00 pm

CALL TO ORDER:

Mayor Edinger called the meeting to order at 6 pm

ROLL CALL:

Present were: Mayor Mel Edinger, Joe Behnke, Tim Hanson, Joe Levash, Betty Nies, TJ Moehr, Sarah Pielhop, Carrie Wenzel. Also present were Lori Gosz, Andy Geiger, Kirk Schend, Joey Diener, Ann Marx, and Rachel Hitt.

GUESTS:

Scott Wilson, Mark Olsen, Mark Heim, Mike Schwarz, Nick Michaels, Mikayla Scharf CLA, Jacqueline Giese, Amber Dreese CLA

APPROVAL OF AGENDA:

Motion - Behnke moved to approve the agenda. Seconded by Joe Levash. Motion carried.

APPROVAL OF MINUTES- April 17, 2020 Regular Committee of the Whole Meeting minutes:

Motion - Levash moved to approve the minutes of the April 17, 2020 Regular Committee of the Whole Meeting minutes. Seconded by Carrie Wenzel. Motion carried.

CITIZEN INPUT:

None

Protections of Persons and Property:

Ambulance Department:

Review of Monthly Reports:

Gold Cross Ambulance Financial Report was reviewed by the Committee

Police Department:

Review of Monthly Report.

Police Department report was reviewed by the Committee.

Fire Department:

Review of Monthly Report:

Fire Chief Diener reported that we received (2) bids on the fire trucks through Brindlee. \$75,000.00 for the 2005 engine and \$30,000.00 for the ladder. The City would be required to replace the tires on both. The cost of the tires is \$4,500.00 per truck.

Diener explained we take delivery of the new ladder truck on September 1st. The lease agreement will be on the May 26th Council meeting. Mark Heim offered to help sell the old trucks.

Municipal Court:

Review of Monthly Report:

No report.

City Buildings and Grounds:

Review of Monthly Report:

Geiger reported on the following:

- Elm St. reconstruction meeting on May 12th. DeGroot will begin work on Jackson St.
- Andy Dumke hopes to begin end of May

Brillion Works LLC-Urban Plan:

Mark Olsen gave the Brillion Works LLC Urban Plan. He explained Brillion Works LLC is formed by the Ariens Family. The development is broken down to three sections. Placeholders with ideas for future development.

Olsen explained they will be using this presentation to sell to others hoping to draw interest in the development. He explained the expansion of N. Parkway to Hwy. 10. The new road will be able to take truck traffic off of Francis and away from residential.

Olsen explained the first development will be a day care facility. BW LLC will be the owner of the facility and will sub-lease it to the Day Care. This is allowed per the lease agreement with the city.

Olsen explained Pine St. will be extended from Francis St. to N. Parkway. The old portions of Plant #1 of BW will be repurposed for residential, restaurants. They will use artifacts from the former BW to tell the history. Olsen explained the green space they will be creating and to day light the stream. They hope with the green space, it will attract businesses to relocate. There will be a park and a trail system. Spring Creek will be used as a positive amenity, soccer fields, outdoor amphitheater.

Olsen reported BW LLC is close to finishing an agreement for a 50,000 sq. ft. warehouse for a business. The Public Safety Building Task Force would like to have the new EMS Building in the development.

Olsen explained with the relocating Horn Park, it allows the existing park land to be sold for redevelopment. The trail connecting is important. They plan to have a STEM Exploratory Center in the green space area to be used by the schools as educational opportunities.

Olsen explained the “Pouring Man” will be used as a trademark for the project.

Scott Wilson explained the grants. The City received WEDC Idle Sites Grant of \$500,000.00 for the demolitions. The materials for the demolition are reused.

Wilson reported the EPA Brownfield Grant of \$500,000.00 was just awarded. This will be used to clean up the site. The County approved \$350,000.00 of County CDDB Close funds to be used to daylight and clean up the creek. They have also applied for funding to take foundations off the stream.

Wilson explained it will cost approximately \$2.8-2.9 million for N. Parkway. They will be looking at recent EDA funding available as stimulus. The awards of the state grants can be used as a match for Federal Grants.

Wilson explained the City would own the new Horn Park. The plan for maintenance of the park, will be by Ariens with test equipment. The City will never be involved in any maintenance of any of the buildings in the master lease.

Behnke asked about timing to develop the new park. Olsen added he has been working with the Park & Recreation Commission. The idea is to develop the new green space and park before taking the old park away. Nies questioned the flooding of Spring Creek. Olsen explained they have studied this. They are working with a firm from Oregon on opening the stream. Olsen asked the Committee for formal approval of the Plan.

Motion - Pielhop moved to recommend to City Council to approve the Urban BW LLC. Seconded by Levash. Roll call vote. All in favor. Motion carried.

Finance and Purchasing:

2019 Financial Audit Review:

Amber Drewieske from CliffLarsonAllen was present to present the 2019 Financial Audit. She explained this is a draft due to GASB terminology. Drewieske explained they gave a modified clean opinion which means no materials were misstated. Drewieske pointed out the decrease in unassigned General Fund balance, which is down to about 8%. As moving in 2021 she recommended to continue to evaluate and not pull from the Fund Balance to balance the budget.

Drewieske reported the water rate of return is 4.33%, we are allowed 5%. Amber stressed different methods of financing with the limit of available debt.

Beer/Liquor License Fees:

Mark Schwarz, President of the Calumet County Tavern League stated they are requesting to lower the Class B liquor license to \$50.00, and waive the fee for Class B Beer license.

Refunding the license with a rebate was suggested. Mayor Edinger stated he would give up his meeting per diem to help offset the loss in revenue. The Committee all agreed to give up their meeting per diem. It was suggested to not have fees listed in the ordinance.

Motion - Levash to amend ordinance as it is related to alcohol license fees to be approved by resolution instead of ordinance. Seconded by Pielhop.

Wenzel stated Wittenburg reduced their fees, then refunded them.

Call for a vote. Motion carried.

Discussion followed. It was suggested to charge license fee and refund back, for Class B Beer and Class B Liquor.

Motion – Wenzel moved to recommend to City Council to charge for the 2020/2021 licenses, the full amount for Class B Beer, Class B Liquor and Class C Wine licenses and to then refund the full amount for Class B Beer, \$125.00 for Class B Liquor, and the full amount for Class C Wine if the license holder pays the full amount by the July 1st, 2020 due date; if not, no refund will be given. The license holder will be required to pay \$10.00 fee for publication. Seconded by Levash. Call vote. Motion carried unanimously.

Personnel:

Adhoc Administrative Staff Restructure Committee Update:

Mayor Edinger reported the Adhoc Committee met. Looking to outsource the Utility Billing process. Also to move quickly on hiring a full-time Clerk-Treasurer. Then later hire a full-time Administrator, which would also do Community Development.

OLD BUSINESS:

Diener said Thank You on work on the ladder fire truck.

NEW BUSINESS:

None

ADJOURNMENT:

The meeting adjourned at 8:25 pm.

Lori M. Gosz
Administrator/Clerk-Treasurer