

COMMITTEE OF THE WHOLE MEETING

March 08, 2021

Brillion City Center

5:00 PM

CALL TO ORDER by: Mel Edinger at: 5pm

ROLL CALL: Mayor Mel Edinger, Joe Behnke, Tim Hanson, Joe Levash, Betty Nies, Sarah Pielhop

Not Present: TJ Moehr, Carrie Wenzel

Also present: Peter Wills, Kirk Schend, Joey Diener, Andy Geiger, Ann Marx, Rachel Hitt, and Patty Schreiber.

GUESTS: Troy Jansen (Gold Cross), Ben Bastian, Mark Olson

Via Zoom: Dave Nordby, Joe Thorp, Dan Mertens, Tammy Koehler, Joan Pagel Holzschuh, Clauser, and Mike Smith

APPROVA OF AGENDA:

Mayor Edinger added "8 a 1 Setting a Public Hearing" hearing to the agenda.

Motion - Pielhop moved to approve the agenda with the addition of 8 a 1. Seconded by Levash. Motion carried.

APPROVAL OF MINUTES – February 22, 2021 Committee of the Whole Meeting:

Motion - Behnke moved to approve the minutes of February 22, 2021 Committee of the Whole as amended. The missing 2nd on the motion was provided as a handout to all Council members. Seconded by Nies, Motion carried.

CITIZEN INPUT:

None

TIF #5/Brillion Works Expenditures-\$10,939.00

Levash raised concern with regards to the Quarles & Brady attorney expense amount of \$10,939 from September 2020 work, sent bill in October 2020 Clerk/Administrator Gosz. An email was recently received from the Quarles & Brady Attorneys that this bill was outstanding and reviewed this had not been previously submitted for approval at that time. Concerns were raised that this is a significant amount of money have been spent on closing costs for time spent reviewing documents, and calls with Administrator Gosz, preparing for closing and conference calls with Administrator Gosz and DWP Director. Mark Olson, Brillion Works, LLC was present at the meeting, addressed the Council on this. Mr. Olson believes the Attorney times is related to rolling the 4 lots into the TID district. Brillion Works, LLC acquired three houses and four lots. Brillion Works LLC moved two houses and one was torn down. Brillion Works, LLC also acquired 1 ½ acres. The acreage was combined with the four lots and paid for a new certified map so that became one parcel of land to build KinderCare. This was a complicated sale of TID land to Brillion Works and Brillion Works rolling that property back into the TID for the tax to flow into the TID. The sale monies of the two houses went back to Brillion Works LLC.

Some of the lots the two homes were placed on were partial TID property. The Deed for the property was needed in order to close on the property. The Developer Agreement states the TID can be adjusted in size and scope. Two halves of a parking lot were combined with a lot Brillion Work's had in order to place the two homes. Brillion Works did own the small parking lot pieces for a short period of time.

Motion-Pielhop moved to recommend to City Council the TIF (TID #5) Expenditure in the amount of \$10,939.00 as administrative expense. Seconded by Levash. Motion carried. Behnke opposed.

Ayres Associates Contract for DNR Well Sampling TIF #5 \$7,700

Mark Olson, Brillion Works, LLC explained Brillion Works has a great relationship with the DNR. Will be installing 4 monitoring wells for 30-35 days; 2 on Brillion Learning Center site and 2 outside Learning Center site., would be surprised if anything comes out of this. If Brillion Works puts a warehouse in it is suspected there will be additional monitoring. Administrator Wills explained the \$7,700 costs were reviewed and already authorized in Feb. 22nd meeting; this is now the contract to perform the approved work. City owns the property wells will be placed on, this is ongoing requirements by WI DNR for the City to be able to be compliant with existing agreement of Voluntary cleanup and the Voluntary Party Liability Exemption (VPLE) for Brillion Works Site. The contract with Ayres Associates is for groundwater sampling via Wells, everything previous environmental testing costs the city paid for was soil sampling on the site.

Motion-Pielhop moved to recommend to City Council the Ayres Associates Contract for DNR Well Sampling TIF #5 for \$7,700. Seconded by Nies. Motion carried. Behnke opposed.

Nelson Family Fund Grant Application-Brillion Works Project

Mr. Olson explained the Nelson Family Fund. Monies set aside for recreation, trails, green space, etc. Fox Community Foundation (FCF) is the trustee/custodian for the \$100 million fund. Olson met with Kurt from FCF on three different occasions. The application copy is in the meeting packet. Co-signed with the City of Brillion. There is no match required for this grant. Olson felt there is a good chance the City will be awarded some funds which will be used toward the park property that is part of the Brillion Works project.

Motion-Pielhop moved to recommend to City Council to apply for the Nelson Family Fund Grant Application. Seconded by Levash. Motion carried. Behnke opposed.

Telephone & Internet Service Contract

The City Center, 201 N Main has slow and unreliable internet services, this has impacted online meetings, ability to host zoom meetings, like the current Committee of the Whole. As Administrator Wills addressed the council, Internet service was lost and Zoom Callers lost Connection. The interruption illustrated the technology challenge facing City Center. Wills has been tasked to find an internet solution by Council. Administrator Wills explained the Frontier and Spectrum/Charter proposals included in the packet. Spectrum traditional cable/internet connection was quoted as \$12,000 cost to connect the City Center, due to needing to connect from Custer street, no existing poles. The new quote provided by Spectrum is new black fiber has become an option, would be buried from Hwy 10 to the City Center Property on 201 N Main Street. City Center Phones would still be analog, not digital, Library and Community Center that

have existing Charter/Spectrum services would not change. In order to recoup cost of extending Fiber without an upfront cost, the quoted monthly amount, is the city would be required to be in 84-month contract. Frontier also provided a quote to provide Fiber and upgrade to Black Fiber for a 60-month contract costing \$300 more per month than the Spectrum/Charter quote.

Pielhop felt that 84 months is a long time and suggested we dig our own trench in order to connect to the traditional Spectrum Cable. Administrator Wills and Public Works Director Geiger discussed need to investigate if that is an option and with new City Center Apartments feasibility and if a true cost savings to do so.

Levash asked to make sure we do not have a contract with Frontier already, Wills explained we are currently month to month with no contract. Levash also requested to look into if we are able to dig our own trench. Question arose regarding the EMS building, 130 Calumet Street, Troy Jansen of Brillion Ambulance stated the ambulance has their own separate service through Spectrum. Mr. Olson shared they use Frontier as well and will share the information with Wills.

Motion-Nies recommended to Council to approve the Spectrum proposal. Behnke seconded. Motion failed. Nies in favor, and the rest opposed.

Motion-Levash moved to direct Administrator Wills to do more homework.
ie: Do we have contract? Can we dig our own line to save \$12,000? Price for all properties?
Seconded by Pielhop. Motion carried.

City Center Sublease Conference room to ACC Management Group Inc

Wills explained this is temporary until the office in the apartment building is up and functional. The Community Center charges \$10.00/hour. To move it to the BCC would cost \$80.00 per day. No committee meetings are held in this conference office. This would be during office hours, with access to the bathrooms and internet.

Motion-Pielhop moved to recommend to Council to lease the conference room to ACC Management Group. Seconded by Hanson. Motion carried 3-2. In Favor: Pielhop, Nies, Hanson
Opposed: Levash, Behnke

PROTECTIONS OF PERSONS AND PROPERTY:

Police Department

Monthly report attached

Nothing to add.

Officer Ben Bastian shared National Night Out has been scheduled for August 5th. This event is all done through donations. Event will be completed with respect to the COVID restrictions at the time of the event. The event hours are 5pm to 10 pm with fireworks at dusk. Matt Mastey doing the fireworks.

CITY BUILDINGS AND GROUNDS

Dept of Public Works

Public Hearing-March 22nd at 6:10pm on Special Assessments.

Motion-Levash moved to recommend to City Council to hold a Public Hearing on March 22nd at 6:10 pm for Special Assessments. Seconded by Nies. Motion carried.

Utility Water & Sewer Dept

Well #1 Water Softener Update was given by Geiger. Repairs have been made. Fracture was on the opposite side this time, reinforcement was added. Gravel will be here by Wednesday, resin pump in by Friday. Will need two consecutive days of flushing. Should be back on line mid-next week. Wills met with Litersky and Lee's Contracting; estimating \$16,000 in repairs. It will cost an additional \$15,000 to keep this from happening again. Valves are failing. In the process of receiving an estimate for valve repairs. This is the water softener; not the well. Levash thanked Geiger for keeping the Utility Commission informed.

PERSONNEL

Library Director Resignation

Edinger thanked Rachel for her time in Brillion and wished her well in her next job.

Library Director Recruitment

Wills is working with Library Board President Nick Madison to get the job posting on Indeed and additional job boards specific to Libraries.

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

Motion-at 6:08 pm Nies made a motion to go into Closed Session. Seconded by Pielhop. Motion carried.

Open Session:

Motion-at 6:20 pm Nies moved to return to Open Session. Seconded by Pielhop. Motion carried

2021 Employment Agreements Revision

Motion-Pielhop moved to recommend to Council to approve the revision to the Employment Agreement as discussed in Closed Session. Seconded by Levash. Motion carried. Levash opposed.

City Administrator

None

Clerk Treasurer

None

Old Business:

Deferred Assessments will be on the March 22, 2021 Agenda

The property owners impacted by the assessments on E. National would like to address the Council regarding their concerns of the deferment and potential interest accrual at the March 22nd meeting.

New Business

None

ADJOURNMENT:

The meeting adjourned at 6:26 pm

Patricia A Schreiber
Clerk/Treasurer