

## CITY COUNCIL MEETING

September 20, 2021

Brillion City Center

6:30 PM

### CALL TO ORDER:

The City Council meeting was called to order by Mayor Smith at 7:08 pm.  
Pledge of Allegiance was recited by those present.

### ROLL CALL:

**Present:** Mayor Mike Smith, Shelly Lau, Sarah Pielhop, TJ Moehr, Carrie Wenzel

**Not Present:** Tim Hanson, Joe Levash, Joe Behnke

Also present: Peter Wills, Kirk Schend, Andy Geiger, Ann Marx, Lydia Blatz, Patty Schreiber

**GUESTS:** Tammy Koehler, Wes Kempen, Shelly Kempen, Yvonne Deyo, Earl Herring, Marv Krahn, Tammy Williams, Steve Servais

Via Zoom: Dan Farrell, Joe Diener, Tom Macco, Michael Petrie, Hank Horn, Carol Pritzl

### APPROVAL OF AGENDA:

Mayor Smith amended the agenda to remove 13F2 and 13F3.

**MOTION** - Pielhop moved to approve the amended agenda. Seconded by Lau. All in favor.  
Motion carried.

### APPROVAL OF MINUTES – August 23, and August 31, 2021

**Motion**-Wenzel moved to approve the minutes of August 23 and August 31, 2021 City Council.  
Seconded by Lau. Motion carried.

### PUBLIC APPEARANCES:

#### Citizen Input:

none

#### Guests:

none

### CONSENT AGENDA

#### Acceptance of Minutes:

Brillion Housing Authority – August 23, 2021

Committee of the Whole – August 23, 2021 and September 13, 2021

Library Board – August 18, 2021

Park & Recreation Commission – September 2, 2021

Plan Commission – September 7, 2021

RDA Meeting – none

Tourism Committee - none

Utility Commission – August 16, 2021

Cemetery Committee – none

**Motion:** Wenzel moved to accept the minutes. Seconded by Lau. All in favor. Motion Carried.

#### Review of Vouchers:

General Fund: \$ 111,700.57

Reserves: \$ 3,152.40

Contingency: \$ 0.00

TIF Expenditures: \$ 200.00

**Motion:** Lau moved to approve the General Fund vouchers in the amount of \$111,700.57, the Reserve vouchers in the amount of 3,152.40, and the TIF Expenditures in the amount of \$200.00 collectively. Seconded by Wenzel. Call vote. All in favor. Motion carried.

**Review of Payroll**

Pay Period: July 31 – 13, 2021, paid on August 27, 2021 in the amount of \$63,366.87

Pay Period: August 14 - 27, 2021 paid on September 10,2021 in the amount of \$65,370.22

**Motion:** Lau moved to approve the payroll report for August 27, 2021 in the amount of \$ 63,366.87 and the payroll report for September 10, 2021 in the amount of \$65,370.22 collectively. Seconded by Wenzel. Call vote. All in favor. Motion carried.

**Operator License Applications – New:**

Vivien Sundes, Kurtis J Stephany

**Motion-**Lau moved to approve the new operator’s license for Vivien Sundes and Kurtis J Stephany. Seconded by Pielhop. Call vote. All in favor. Motion carried.

**Operator License Applications – Temporary (October 30, 2021 Walk Through Brillion):**

Kim Buboltz, Holly Cervantes, Mark W Fischer, Anna I Nate, Tammy Koehler, Doreen Sutilla, Colette Schroth-Thurwachter, Lindsay Johnson

**Motion-** Lau moved to approve the temporary operator’s license for Walk Through Billion event. Seconded by Wenzel. Call vote. All in favor. Motion carried.

**Temporary Class “B” Retailer’s License:**

Brillion Optimist Club – Walk Through Brillion on October 30, 2021

**Motion-**Wenzel moved to approve the Temporary Class “B” Retailer’s License for Walk Through Billion event. Seconded by Lau. Call vote. Lau, Moehr, Wenzel in favor. Pielhop abstained. Motion carried.

**PROPOSALS FOR RECOMMENDATION TO COUNCIL**

Set 2022 City Budget Public Hearing October 25, 2021 5:35pm

**Motion-**Wenzel moved to set the 2022 City Budget Public Hearing for October 25, 2021 at 5:35 pm. Seconded by Lau. Call vote. All in favor. Motion carried.

**Termination of Waste Management Contract due failure to perform**

Notice of Default and Termination to Waste Management Garbage & Recycle Contract by City of Brillion September 21, 2021

**Motion-**Pielhop moved to terminate the Waste Management Contract due to failure to perform. Seconded by Lau. Call vote. All in favor. Motion carried.

**Resolution RE21-17 Terminate Advanced Disposal aka Waste Management Contract**

**Motion**-Pielhop moved to approve RE21-17 Terminate Advanced Disposal aka Waste Management Contract. Seconded by Lau. Call vote. Four votes cast. Four votes in favor. Motion carried.

**Deyo Disposal Garbage & Recycling Emergency Contract Proposal 2021-2028**

**Motion**-Lau moved to accept Deyo Disposal Garbage & Recycling Emergency Contract Proposal 2021-2028. Seconded by Pielhop. Call vote. All in favor. Motion carried.

**Resolution RE21-18 Approve Emergency Contract with Deyo Disposal for Residential Garbage & Recycling curbside Pickup.**

**Motion**-Wenzel moved to recommend to approve RE21-18 Approve Emergency Contract with Deyo Disposal for Residential Garbage & Recycling curbside pickup. Seconded by Pielhop. Call vote. Four votes cast. Four votes in favor. Motion carried.

**Annexation Petition Round Lake Farms, LLC and Ariens Company**

Acceptance of Unanimous Annexation Petition of Round Lake Farms, LLC & Ariens Company-Guests

**Motion**-Wenzel moved to accept the Unanimous Annexation Petition of Round Lake Farms, LLC & Ariens Company. Seconded by Lau. Call vote. All in favor. Motion carried. By accepting the petition, it moves to Plan Commission.

**Set Public Hearing for Unanimous Annexation Petition of Round Lake Farms, LLC for October 25, 2021 5:50pm**

**Motion**-Wenzel moved to set the Public Hearing for Unanimous Annexation Petition of Round Lake Farms, LLC for October 25, 2021 at 5:50 pm. Seconded by Lau. All in favor. Motion carried.

**RE21-16 Resolution authorizing short-term Loan City Center Lease Payment \$120,000**

**Motion**-Wenzel moved to approve RE21-16 Resolution authorizing short-term Loan City Center Lease Payment \$120,000. Seconded by Moehr. Call vote. Four votes cast. Four votes in favor. Motion carried.

**City of Brillion & Brillion Public Schools 2021-2022 SRO Agreement**

**Motion**-Lau moved to approve the City of Brillion & Brillion Public Schools 2021-2022 SRO Agreement. Seconded by Wenzel. Call vote. All in favor. Motion carried. Chief Schend shared the Brillion School District needs to approve this on their side.

## **City of Brillion & RDA Tourism Grant Request for 2022 Visitors Guide**

**Motion-Lau** moved to approve the City of Brillion & RDA Tourism Grant Request for 2022 Visitors Guide. Seconded by Wenzel. Call vote. All in favor. Motion carried.

### **Downtown Light Pole Decoration Tourism Funding Request \$100.00**

Wills explained this falls under destination attraction type activities.

**Motion-Pielhop** moved to approve the Downtown Light Pole Decoration Tourism Funding Request of \$100.00. Seconded by Moehr. Call vote. All in favor. Motion carried.

### **Appointments**

none

### **DEPARTMENT HEAD REPORTS:**

#### **Park & Recreation**

Report included in packet.

Marx reported receiving \$50,000 from Peters Foundation. \$12,300 is set aside to replace playground equipment at Peters Park. Recognized Dennis Miller for his work on this.

#### **Library**

Presented a draft of the budget to the Library Board. The Library Board meeting time has moved to 3 pm starting November 17, 2021. Preparing staff for director absence.

#### **Fire Department**

Chief Dienor reported 40 calls for the year. Major water movement activity going on tonight. First week of October is Fire Prevention week. The Fall Leadership Symposium is the end of October.

#### **Police Department**

Report included in packet.

Nothing further.

#### **Ambulance**

August Monthly Report

Report in the packet.

Mark Frederickson made changes to the amendment. Mayor Smith and Wills will circle back on further discussions. There was damage to one of the ambulances over the weekend. Lloyd will follow up with the crews that were working. Smith asked Dienor to forward the email change in connection to the damaged rig.

#### **Municipal Court**

##### **Brillion Court Report**

##### **Reedsville Court Report**

Reports included in packet.

## **Public Works**

Report included in packet.

Chip sealing on Fairway was questioned. Nothing in the budget to correlate with this expense. DPW wages in both the Community Center and Library expense reports are over the 2021 budgeted amount. Need to take additional steps to mitigate these expenses.

## **City Administrator/Community Development Director**

Better impact on the garbage thanks to Deyo. Brillion is the ninth community to take emergent action. Still have not received the formal contract for the CDBG grant. This needs to start before the end of the year. There is a Joint Review Board meeting tomorrow.

## **2022 Budget Updates**

Working on the process. Wills thanked Council for support with the Finance Committee and the Protections of Person & Property. Need to work on getting major items into the budget.

## **Election Commission requirement to switch City Website & Email domain to .gov**

Required by the Election Commission to switch to .gov website and email. Zander Press indicated it will not be substantial on the website portion. Estimated at \$550. Not sure what the impact will be on the email side.

## **Clerk/Treasurer**

Continuing on the redistricting plan with Calumet County. City of Brillion 2020 census population is 3,262 which is up 114 from the 2010 census.

## **Mayor's Report**

Thanked administrator Wills and clerk Schreiber for their continued dedication. Thanked the Council for voting in favor of the Finance Committee.

## **COMMITTEE REPORTS:**

### **Brillion Housing Authority**

Moehr unable to attend meeting.

### **Cemetery Commission**

No meeting

Popp is able to cover the current lawn mowing needs.

### **Committee Of the Whole**

Nothing to report

### **Library Board**

Covered in the Library report

### **Park & Recreation**

#### **Fee Schedule park, Rec, Community Center**

Increased fees mainly in the non-resident and the program areas.

**Motion**-Lau moved to approve the 2022 fee schedule as shared in the meeting packet. Seconded by Wenzel. Call vote. All in favor. Motion carried.

**Plan Commission**

Nothing to add

**Appointment Committee Member Dan Farrell**

**Motion**-Pielhop moved to appoint Dan Farrell to the Plan Commission. Seconded by Wenzel. Roll call vote. All in favor. Motion carried.

**Redevelopment Authority Commission**

No meeting

**Tourism Committee**

No meeting

**WATER, SEWER & UTILITY COMMISSION**

**Committee Report**

DNR concerned with the water and sewer low cash amount. Looking at CLA proposal of sewer rate analysis.

**Old Business:**

Lau questioned the \$800 Nature Center sign request. Wills will ask for a follow up report.

**New Business:**

none

**Communications**

none

**Press Time**

none

**ADJOURNMENT:**

The meeting adjourned at 7:47 pm.

Patricia Schreiber  
Clerk/Treasurer