

CITY COUNCIL MEETING

July 22, 2024

Brillion City Center

6:30 PM

CALL TO ORDER

The City Council meeting was called to order by Mayor Mike Smith at 6:30 pm.
Pledge of Allegiance was recited by those present.

ROLL CALL

Present: Mayor Mike Smith, Joe Behnke, Kory Davis, Dan Farrell, Tim Hanson, TJ Moehr, Ruben Piepenburg, Kurt Stephany

Absent:

Also present: Heather Gilbertson, Patty Schreiber, Andrew Maertz, Nick Pues, Kirk Schend, Lydia Dill

GUESTS: Hank Horn; Corey Baumgartner, Brillion Public Schools; Scott Giese; Ronald Giese; 920-246-5301 (via Zoom)

APPROVAL OF AGENDA

MOTION – Behnke moved to approve the agenda. Seconded by Piepenburg. All in favor. Motion carried.

APPROVAL OF MINUTES – July 8, 2024

MOTION – Farrell moved to approve the minutes from July 8, 2024. Seconded by Stephany. All in favor. Motion carried.

PUBLIC APPEARANCES

Citizen Input –

Corey Baumgartner, Brillion Public Schools Superintendent

He spoke regarding the cost increase to the SRO Program. The SRO Program Agreement is renewed on a yearly basis. The previous year there was an increase of 35%, and this year he was approached with another 36% increase. He finds another increase of this amount to take to the board difficult. This increase was not budgeted for. He is asking that Council take a serious look at this and have a sincere discussion about this situation. He would like to see some clarity as to where these numbers are coming from and what can be done in the future to prevent this shock of an increase.

Scott Giese, Owner of Giese Bar

He spoke regarding the liquor license 150-day operating mandate. He feels this is a bit extreme. He is currently looking for renters in the building and will need the liquor license. He also questioned what happened with the property line in the back of the bar. Previously there was a strip of property that allowed access from the parking lot to the back of the building but somehow that strip of property no longer belongs to the bar.

Public Hearings – Certified Survey Map – East Ryan Street (Brillion Works CSM)

Mayor Smith opened the public hearing at 6:38 pm

Three calls for public comment

Public Hearing was closed at 6:39 pm

Presentations/Proclamations – None

Appointments

Treasurer/Deputy Clerk – Nicholas Pues

MOTION – Behnke moved to approve the appointment of Nicholas Pues as Treasurer/Deputy Clerk.

Seconded by Hanson. Call Vote. All in favor. Motion carried.

CONSENT AGENDA

Acceptance of Minutes

Brillion Housing Authority – June 24, 2024

Committee of the Whole – June 24, 2024 and July 8, 2024

Finance Committee – no June meeting

Library Board – June 19, 2024

Park & Recreation Commission – July 11, 2024

Plan Commission – June 3, 2024

Protections of Persons & Property – no meeting

RDA Meeting – June 20, 2024

Tourism Committee – no meeting

Utility Commission – June 17, 2024

Cemetery Committee – June 26, 2024

Joint Review Board Meeting – no meeting

Board of Review – no meeting

Board of Appeals – no meeting

Motion – Farrell moved to collectively accept the Consent Agenda minutes. Seconded by Hanson. All in favor. Motion Carried.

DEPARTMENT HEAD REPORTS:

Park & Recreation

Hanson gave an update on the gas leak at the Community Center. Schreiber shared that Judy McGlin gave her resignation notice, her last day is August 1, 2024.

Library

Report included in the packet.

Dill reported that Touch the Trucks will be happening this Saturday from 10:00-12:00. She stated that Officer Corey Schneider has been a huge help this year lining things up. The Garden Project has reached the funds to start on Phase 1.

Fire Department

Report included in the packet.

Police Department

Report included in the packet.

Ambulance**Monthly Report - Financial Report**

Report included in packet.

Municipal Court**Brillion Court Report****Reedsville Court Report**

Reports included in packet.

Department of Public Works

Maertz stated he will email his report out the next day.

City Administrator/Community Development Director

Schreiber reported that CLA will be on site this week to work on the water rate case and the goal is to be ready for presentation for the August Utility Meeting. The Community Center does consume a lot of Schreiber's time currently with the departure of Marx and the soon to be departure of McGlin. The interview process for the Director position at the Community Center will start with Schreiber and Van Valin. The applications will be sent to the Park and Rec Commission. Once the applicants have been narrowed down Park and Rec will interview. The final pick will come to Council for Department Head approval.

Clerk/Treasurer

Gilbertson shared that she was at clerk training the previous week and had learned a few things to implement.

Mayor's Report – None**COMMITTEE REPORTS****Brillion Housing Authority**

Moehr reported there was no meeting.

Cemetery Commission

Piepenburg reported that there was no tour at the last meeting due to Popp not being in attendance. The next meeting is scheduled for July 30 at 3:45pm.

Committee Of the Whole**Temporary "Class B" Wine and Temporary Class "B" Beer: Holy Family Parish for Holy Family Parish Picnic on August 18, 2024**

Motion – Stephany moved to approve Temporary "Class B" Wine and Temporary Class "B" Beer: Holy Family Parish for Holy Family Parish Picnic on August 18, 2024. Seconded by Piepenburg. Call vote. All in favor. Motion carried.

Operator License: Cathy McDaniel, Landon Palmer, Olivia Bogan, Darla Krueger

Motion – Farrell moved to approve Operator License: Cathy McDaniel, Landon Palmer, Olivia Bogan, Darla Krueger. Seconded by Piepenburg. All in favor. Call vote. Motion carried.

Fireworks Permit: G&M Fireworks, August 1, 2024, National Night Out, Peter’s Park, start time dusk

Motion – Hanson moved to approve Fireworks Permit: G&M Fireworks, August 1, 2024, National Night Out, Peter’s Park, start time dusk with the following requirements that they would like added to the approval of the application: park is cleaned up after the show, no vehicles are allowed to drive/park on the field, and the large boom at the end is eliminated/reduce noise level. Seconded by Farrell. Call vote. All in favor. Motion carried.

Liquor License Ordinance/Statute

No action.

Finance & Purchasing Committee

Review of the Vouchers:

General Fund: \$ 189,397.93

Reserves \$ 1,000.00

Contingency \$ 0

TIF Expenditures \$ 66,750.00

Motion – Behnke moved to approve the General Fund vouchers in the amount of \$ 189,397.93, Reserves \$1,000.00 and TIF Expenditures \$66,750.00. Seconded by Piepenburg. Call vote. All in favor. Motion carried.

Review of Payroll

Pay Period: 6/1–14/2024 paid on June 28, 2024 \$ 62,916.87

Pay Period: 6/15–28/2024 paid on July 12, 2024 \$ 78,228.41

Motion – Behnke moved to approve the payroll report for Pay Period: 6/1–14/2024 paid on June 28, 2024 \$ 62,916.87, and Pay Period: 6/15–28/2024 paid on July 12, 2024 \$ 78,228.41. Seconded by Farrell. Call vote. All in favor. Motion carried.

Bank Reconciliation, Receipts, Journal Entries

Receipts – June 2024 and June 2024 ACH Reports

Motion – Stephany moved to approve the Receipts – June 2024, and June 2024 ACH Receipts. Seconded by Piepenburg. Call vote. All in favor. Motion carried.

Library Board

Stephany reported Dill’s covered everything.

Park & Recreation

Hanson previously covered under Department Head Report. The hope is to hire the Director first, then the customer service position. Schreiber feels there was great discussion at the last meeting.

Plan Commission

Certified Survey Map – East Ryan Street (Brillion Works CSM)

Farrell clarified that this was a correction of the previous CSM they approved.

Motion – Farrell moved to approve the Certified Survey Map – East Ryan Street (Brillion Works CSM).
Seconded by Piepenburg. Call vote. All in favor. Motion carried.

RE24-13 Resolution to Adopt Public Participation Plan

Motion – Farrell moved to approve RE24-13 Resolution to Adopt Public Participation Plan.
Seconded by Stephany. Call vote. All in favor. Motion carried.

Endries Downtown Plan-No updates.

Protections of Persons & Property Committee

Behnke reported there was no meeting. The next meeting is August 5, 2024.

Redevelopment Authority Commission

Schreiber reported nothing new. They discussed the updates in the downtown of buildings being painted.
An outstanding zero interest loan was paid in full.

Tourism Committee No meeting

WATER, SEWER & UTILITY COMMISSION

Farrell reported that the engineer submitted the Wastewater Treatment Plan to the DNR on June 28th. The DNR has 90 days to approve. The financing should be completed by September 30th.

RE24-11 Resolution Authorizing opening another bank account – Water Bond Sale

Motion – Farrell moved to approve RE24-11 Resolution Authorizing opening another bank account – Water Bond Sale. Seconded by Behnke. Call vote. All in favor. Motion carried.

Personnel – None

Old Business – None

New Business

Stephany asked for clarification about the storage container by the City Center Apartments. Maertz stated that is complicated however it is ok there. Stephany also suggested to council not use their personal emails for council business going further. This would make council members vulnerable to an open records request in their personal emails.

Communications – None

Press Time – None

ADJOURNMENT

The meeting adjourned at 7:07 pm.

Heather Gilbertson
Clerk/Deputy Treasurer