

## CITY COUNCIL MEETING

**August 26, 2024**

**Brillion City Center**

**6:30 PM**

### **CALL TO ORDER**

The City Council meeting was called to order by Mayor Mike Smith at 6:30pm.  
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: Patty Schreiber, Administrator; Andrew Maertz, Department of Public Works Supervisor; Nick Pues, Treasurer/Deputy Clerk; Heather Gilbertson, Clerk/Deputy Treasurer; Kirk Schend, Police Chief; Garrett Wenzel, Fire Chief; Lydia Dill, Library Director.

**GUESTS:** David Nordby, Brillion News; Jackie Grant, Brillion Housing Authority

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF MINUTES – July 22, 2024 and August 12, 2024**

**MOTION** – Piepenburg moved to approve the minutes from July 22, 2024 and August 12, 2024. Seconded by Davis. All in favor. Motion carried.

### **PUBLIC APPEARANCES**

**Citizen Input** – None

**Public Hearings** – None

**Presentations/Proclamations** – None

**Appointments** – None

### **CONSENT AGENDA**

#### **Acceptance of Minutes**

Brillion Housing Authority – July 31, 2024

Committee of the Whole – July 22, 2024 and August 12, 2024

Finance Committee – July 17, 2024

Library Board – July 10, 2024

Park & Recreation Commission – August 1, 2024

Plan Commission – June 26, 2024

Protections of Persons & Property – August 7, 2024

RDA Meeting – July 18, 2024  
Tourism Committee – no meeting  
Utility Commission – July 15, 2024  
Cemetery Committee – July 30, 2024  
Joint Review Board Meeting – no meeting  
Board of Review – no meeting  
Board of Appeals – August 19, 2024

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

**DEPARTMENT HEAD REPORTS:**

**Park & Recreation**

Schreiber reported they are interviewing to replace staff. She is spending time at the Community Center learning the process and working on documenting. The summer staff is done for the year.

**Library**

Report included in the packet.

**Fire Department**

Report included in the packet.

Wenzel added that he met with Finance Committee to discuss replacement of the pagers. There is some additional information that is needed he is working on gathering.

**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**

Report included in the packet.

**City Administrator/Community Development Director**

Report included in the packet.

**Clerk/Treasurer - None**

**Mayor's Report – None**

## **COMMITTEE REPORTS**

### **Brillion Housing Authority**

Moehr reported there was a meeting today. They discussed the sale of Garrow Villa.

### **Cemetery Commission**

Piepenburg reported that there was a meeting last month. They discussed the budget, perpetual care funds and general maintenance in the cemetery. The next meeting will be end of September.

### **Committee Of the Whole**

#### **2024/2025 John Deere Contract Renewal**

Maertz stated the amount due is \$9,897.00.

**Motion** – Behnke moved to approve 2024/2025 John Deere Contract Renewal. Seconded by Davis. Call vote. All in favor. Motion carried.

#### **2024-2025 Brillion School Resource Officer Contract**

Review of these contracts would be best done earlier in the year.

**Motion** – Stephany moved to approve 2024-2025 Brillion School Resource Officer Contract. Seconded by Davis. All in favor. Call vote. Motion carried.

#### **2024-2025 Reedsville School Resource Officer Contract**

**Review of this contract should be done at the same time as the Brillion School Resource Officer Contract and the Law Enforcement Agreement with the Village of Reedsville.**

**Motion** – Stephany moved to approve 2024-2025 Reedsville School Resource Officer Contract. Seconded by Davis. Call vote. For: Davis, Farrell, Hanson, Moehr, Piepenburg, Stephany. Against: Behnke. Motion carried.

### **Fireworks Permit:**

**G&M Fireworks, September 27, 2024, Round Lake Farms, start time dusk**

**G&M Fireworks, September 27, 2024, Stone Prairie, start time dusk**

**G&M Fireworks, September 27, 2024, Homecoming, Peter’s Park, start time dusk**

**G&M Fireworks, November 2, 2024, Round Lake Farms, start time dusk**

**Motion** – Piepenburg moved to approve Fireworks Permit for G&M Fireworks, September 27, 2024, Round Lake Farms, start time dusk; G&M Fireworks, September 27, 2024, Stone Prairie, start time dusk; G&M Fireworks, September 27, 2024, Stone Prairie, start time dusk; G&M Fireworks, November 2, 2024, Round Lake Farms, start time dusk. Seconded by Davis. All in favor. Motion carried.

### **Firefighter Approval: Jessica Swiatnicki**

**Motion** – Farrell moved to approve Firefighter Approval: Jessica Swiatnicki. Seconded by Piepenburg. Call vote. All in favor. Motion carried.

### **Homecoming Parade: September 25, 2024, Main Street, start time 5:30pm**

**Motion** – Behnke moved to approve Homecoming Parade: September 25, 2024, Main Street, start time 5:30pm. Seconded by Farrell. Call vote. All in favor. Motion carried.

**Walk Thru Brillion: October 26, 2024, City Center – stop on the walk**

**Motion** – Stephany moved to approve the Walk Thru Brillion: October 26, 2024 with City Center as a stop on the walk. Seconded by Hanson. Call vote. All in favor. Motion carried.

**Temporary “Class B” Wine and Temporary Class “B” Beer License: Brillion Optimist Club for Walk Thru Brillion on October 26, 2024**

**Motion** – Piepenburg moved to approve Temporary “Class B” Wine and Temporary Class “B” Beer License: Brillion Optimist Club for Walk Thru Brillion on October 26, 2024. Seconded by Davis. Call vote. All in favor. Motion carried.

**Change Order for Storm Sewer Revisions to Oak and E. Water**

**Motion** – Behnke moved to approve Change Order for Storm Sewer Revisions to Oak and E. Water in the amount \$80,843.75. Seconded by Farrell. Call vote. All in favor. Motion carried.

**Finance & Purchasing Committee**

**Review of the Vouchers:**

General Fund: \$ 198,371.10

Reserves \$ 5,424.41

Contingency \$ 0

TIF Expenditures \$ 52,034.33

**Motion** – Behnke moved to approve the General Fund vouchers in the amount of \$ 198,371.10, Reserves \$5,424.41 and TIF Expenditures \$52,034.33. Seconded by Piepenburg. Call vote. All in favor. Motion carried.

**Review of Payroll**

Pay Period: 6/29–7/12/2024 paid on July 26, 2024 \$ 69,634.95

Pay Period: 7/13-28/2024 paid on August 9, 2024 \$ 66,600.13

**Motion** – Behnke moved to approve the payroll report for Pay Period: 6/29–7/12/2024 paid on July 26, 2024 \$ 69,634.95, and Pay Period: 7/13-28/2024 paid on August 9, 2024 \$ 66,600.13. Seconded by Hanson. Call vote. All in favor. Motion carried.

**Receipts**

**Receipts – July 2024**

**Motion** – Farrell moved to approve the Receipts – July 2024. Seconded by Davis. Call vote. All in favor. Motion carried.

**Civic Plus Statement of Work Agreement**

**Motion** – Stephany moved to approve the Civic Plus Statement of Work Agreement. Seconded by Farrell. Call vote. All in favor. Motion carried.

**Library Board**

Stephany stated Dill’s previous report covered everything.

## **Park & Recreation**

Hanson was not at the last meeting, but he feels Schreiber covered everything.

## **Plan Commission**

### **Certified Survey Map – Garrow Villa**

**Motion** – Farrell moved to approve the Certified Survey Map – Garrow Villa. Seconded by Davis. Call vote. All in favor. Motion carried.

### **Park View Resident Parking Expansion**

**Motion** – Farrell moved to approve Park View Resident Parking Expansion. Seconded by Hanson. Call vote. All in favor. Motion carried.

## **Protections of Persons & Property Committee**

Behnke stated they had a meeting earlier in the month. The next meeting in September Nick Romenesko with Gold Cross Ambulance will be in attendance to discuss the future of the ambulance service. Gilbertson is working on a special events permit. The Fire Protection Agreement is in the process of being updated with the towns.

## **Redevelopment Authority Commission**

No meeting.

## **Tourism Committee**

No meeting. The chair of the committee resigned. The mayor is working on finding a new chair of the committee.

## **WATER, SEWER & UTILITY COMMISSION**

Farrell discussed the water rate case that is in process. The auditor is close to submitting all paperwork, hopefully by the end of the month.

### **RE24-17 Sewer Rate Increase December 2024**

**The increase of 15% every year since we have known the Wastewater Treatment Plant is coming. Once the approval comes through from the DNR and begin the borrowing process we will have a more firm number that is needed. McMahon is assisting with the Clean Water Fund Loan Application process as well.**

**Motion** – Farrell moved to approve RE24-17 Sewer Rate Increase December 2024. Seconded by Hanson. Call vote. For: Behnke, Farrell, Hanson, Moehr, Stephany. Against: Davis, Piepenburg. Motion carried.

**Personnel** – None

## **Old Business**

Behnke contacted the DNR and would like to revisit dredging the damn by the golf course. There was a group of Platteville students that made a presentation last year for the council that involved dredging. Staff direction was given to Maertz to investigate.

**New Business - None**

**Communications – None**

**Press Time – None**

**ADJOURNMENT**

The meeting adjourned at 7:11 pm.

Heather Gilbertson  
Clerk/Deputy Treasurer