

CITY COUNCIL MEETING

December 23, 2024

Brillion City Center

6:30 PM

CALL TO ORDER

The City Council meeting was called to order by Mayor Mike Smith at 6:54 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: Patty Schreiber, Administrator; Andrew Maertz, Department of Public Works Supervisor; Nick Pues, Treasurer/Deputy Clerk; Heather Gilbertson, Clerk/Deputy Treasurer; Kirk Schend, Police Chief; Eric Burich, Fire Dept; Lydia Dill, Library Director; Robin Van Valin, Community Center Manager

GUESTS: Betty Nies; Judy Christianson; Hank Horn (via Zoom)

APPROVAL OF AGENDA

The date needs to be changed at the top of the agenda on the line beginning with "Notice is Hereby Given" from November 25, 2024 to December 23, 2024.

MOTION – Hanson moved to approve the amended agenda, date change of December 23, 2024. Seconded by Farrell. All in favor. Motion carried.

APPROVAL OF MINUTES – November 25, 2024 and December 9, 2024

MOTION – Hanson moved to approve the minutes from November 25, 2024 and December 9, 2024. Seconded by Piepenburg. All in favor. Motion carried.

PUBLIC APPEARANCES

Citizen Input – None

Public Hearings – OR24-02 Amending City of Brillion Perpetual Care Funds

Mayor Smith opened the public hearing at 6:57 pm.

Three calls for public comment.

Public Hearing was closed at 6:58pm.

Presentations/Proclamations

Mayor's Presentation – Matt Mastey – Brillion Fire Department Retirement 29 years

Mayor Smith recognized Matt Mastey with the Brillion Fire Department on his retirement from the department after 29 years.

Appointments - None

CONSENT AGENDA

Acceptance of Minutes

Brillion Housing Authority – no meeting

Committee of the Whole – November 25, 2024 and December 9, 2024

Finance Committee – November 20, 2024

Library Board – November 13, 2024

Park & Recreation Commission – no minutes

Plan Commission – November 4, 2024

Protections of Persons & Property – November 6, 2024 and November 21, 2024

RDA Meeting – October 10, 2024

Tourism Committee – no meeting

Utility Commission – November 18, 2024

Cemetery Committee – no meeting

Joint Review Board Meeting – no meeting

Board of Review – no meeting

Board of Appeals – no meeting

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

DEPARTMENT HEAD REPORTS:

Community Center

Report included in the packet.

Stephany added that there are awesome things happening, keep up the good work. There is a lot to offer for all ages. The mayor added that homeschool classes are taking swimming lessons and using the gym.

Library

Report included in the packet.

Dill added that the Holiday Lights Competition is wrapped up. Resident winners top 3 were 629 Lee Ave, 825 Driftwood, 721 Columbus and business winners was SOS. There was a total of 131 votes. UW Madison awarded a grant to the library for East Asia Education.

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

Report in packet.

Department of Public Works

Report included in the packet.

City Administrator/Community Development Director

Report included in the packet.

Schreiber reported that the Bellin lot closed on Friday. There was a meeting with Brillion Works on the expectation of the Developer's Agreement. This is being looked into further on our end. The Joint Board of Review met and would like to close TID 2 in early 2025.

Clerk – None

Treasurer

Pues stated that he is collecting property tax and utility payments.

Mayor's Report – None

COMMITTEE REPORTS

Brillion Housing Authority

Moehr not in attendance, no report.

Cemetery Commission

OR24-02 Amending City of Brillion Perpetual Care Fund

MOTION - Piepenburg moved to approve OR24-02 Amending City of Brillion Perpetual. Seconded by Hanson. Call Vote. All in favor. Motion carried.

Committee Of the Whole

2025 Road Project – Homewood, Valley View, Washington

MOTION – Farrell moved to approve the 2025 Road Project – Homewood, Valley View and Washington. Seconded by Piepenburg. Call Vote. All in favor. Motion carried.

Chicken Ordinance

No action was taken.

Park and Recreation Commission

The mayor stated he was very disappointed with the reaction of the council. He has done a lot as mayor and stepped up when other mayors maybe wouldn't have. He has done a lot beyond the call of duty and always brought back to council. He has been very open and brought things to the council for decisions. This is one of those situations. He cannot do what he is being asked to do because of the number of positions and boards that need to be filled. People coming in a quorum, without meeting notice, complaining about the decision and we change our minds. Emotion was taken out to begin with and when emotion was brought back, we changed our minds. His job is still that much more difficult, the complaints that he has are still the same complaints. He feels let down when he has not done these things to the council.

Motion – Behnke moved to reinstate the Park & Rec Commission per the City Code. Seconded by Piepenburg. All in favor. Motion carried.

2025 McMahon Agreement

Motion – Behnke moved to approve 2025 McMahon Agreement. Seconded by Piepenburg. Call Vote. All in favor. Motion carried.

Operator License: Jonathan Kees, Carlye Prochnow, Kim Kaphingst

Motion – Piepenburg moved to approve Operator License: Jonathan Kees, Carlye Prochnow, Kim Kaphingst. Seconded by Behnke. All in favor. Motion carried.

Temporary Class “B” Beer License: Brillion Fire and Rescue Association

Motion – Stephany moved to approve Temporary Class “B” Beer License: Brillion Fire and Rescue Association. Seconded by Hanson. All in favor. Motion carried.

Finance & Purchasing Committee

Review of the Vouchers:

General Fund: \$ 833,701.40

Reserves \$ 357,701.76

Contingency \$ 0

TIF Expenditures \$ 17,800.00

Motion – Behnke moved to approve the General Fund vouchers in the amount of \$ 833,701.40, Reserves \$357,701.76 and TIF Expenditures \$17,800.00. Seconded by Hanson. Call vote. All in favor. Motion carried.

Review of Payroll

Review of Payroll

Pay Period: 11/2–11/15/2024 paid on November 29, 2024 \$ 66,124.63

Pay Period: 11/16–11/29/2024 paid on December 13, 2024 \$ 61,491.97

Motion – Hanson moved to approve the payroll report for Pay Period: 11/2–11/15/2024 paid on November 29, 2024 \$ 66,124.63 and Pay Period: 11/16–11/29/2024 paid on December 13, 2024 \$ 61,491.97. Seconded by Piepenburg. Call vote. All in favor. Motion carried.

Receipts, Journal Entries, Bank Reconciliation

Receipts – November 2024

Journal Entries

Bank Reconciliation – June and July

Motion – Farrell moved to approve the Receipts – November 2024, Journal Entries, Bank Reconciliation – June and July. Seconded by Hanson. Call vote. All in favor. Motion carried.

City of Brillion Employee Assistance Program Proposal

Motion – Piepenburg moved to approve City of Brillion Employee Assistance Program Proposal. Seconded by Hanson. Call vote. All in favor. Motion carried.

RE25-01 Resolution Setting Wages and Benefits for 2025

Motion – Farrell moved to approve RE25-01 Resolution Setting Wages and Benefits for 2025. Seconded by Hanson. Call vote. All in favor. Motion carried.

Library Board

Nothing additional to report.

Park & Recreation

No meeting.

Plan Commission

Farrell reported that a public hearing was set for a Council meeting end of January for Underground Archery.

Protections of Persons & Property Committee

No meeting.

Redevelopment Authority Commission

No meeting.

Tourism Committee

No meeting.

WATER, SEWER & UTILITY COMMISSION

Farrell reported that we are on track to bid the facility improvement project in early spring.

Personnel – None

Old Business

Maertz stated that a new welcome to Brillion sign is needed. He attended a Chamber meeting and they would be interested in working with the Tourism Committee on getting a new one. He is working on the truck sale however finding proof of ownership is proving to be difficult. The leaf pickup was bad this year. He did do door hangers however he is not opposed to a different approach for next year.

New Business – None

Communications – None

Press Time – None

ADJOURNMENT

The meeting adjourned at 7:26pm.

Heather Gilbertson
Clerk/Deputy Treasurer