

CITY COUNCIL MEETING

June 27, 2022

Brillion City Center

6:30 PM

CALL TO ORDER

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

ROLL CALL

Present: Mayor Mike Smith, Joe Behnke, Kory Davis, Tim Hanson (via Zoom), Shelly Lau (via Zoom), Joe Levash, TJ Moehr

Absent: Ruben Piepenburg

Also present: Kirk Schend, Ann Marx, Lydia Blatz, Austen Frederickson, Eric Burih, Patty Schreiber

GUESTS: Dan Farrell (via Zoom), David Nordby, Richard Johnston, Hank Horn Sr (via Zoom)

APPROVAL OF AGENDA

MOTION - Levash moved to approve the agenda. Seconded by Davis. All in favor. Motion carried.

APPROVAL OF MINUTES

MOTION – Davis moved to approve the minutes from the May 23, 2022 Regular Council Meeting and June 13, 2022 Special Council Meeting. Seconded by Levash. All in favor. Motion carried.

PUBLIC APPEARANCES

Citizen Input – none

Presentations/Proclamations - none

Appointments

Motion – Moehr motioned to appoint Kerri Martin to the Brillion Library Board. Seconded by Levash. All in favor. Motion carried.

PUBLIC HEARINGS - none

CONSENT AGENDA

Acceptance of Minutes:

Brillion Housing Authority – May 16, 2022

Committee of the Whole – May 23, 2022 and June 13, 2022

Finance Committee – May 18, 2022

Library Board – May 18, 2022

Park & Recreation Commission – May 5, 2022

Plan Commission – May 2, 2022

Protections of Persons & Property – April 13, 2022 and May 25, 2022

RDA Meeting – May 12, 2022

Tourism Committee – no meeting

Utility Commission – May 16, 2022

Cemetery Committee – No Meeting

Joint Review Board Meeting – No Meeting

Motion - Behnke moved to accept the Consent Agenda minutes. Seconded by Davis. Motion Carried.

DEPARTMENT HEAD REPORTS:

Park & Recreation

Aquatics Director resigned. Street Library added to Heritage Park.

Splash Pad closed today because ACC was working on the heaters. Parts being ordered because of corrosion.

Library

Summer Reading program started. Attendance has increased over last year.

Planning “Touch the Truck” for August 20, 2022 from 10 am until noon. Looking for permission to use the City Hall parking lot. Will be asking RDA for the use of the Dollar General parking lot. Received no immediate objections.

Fire Department

Actively looking for new hires. Burich welcomed the Council to attend trainings. First Monday of each month is meetings and third Mondays of each month are drills.

Police Department

Part time officer was sworn in. Starting training soon.

Ambulance - Report in the packet.

Municipal Court

Brillion Court Report

Reedsville Court Report

Reports included in packet.

Public Works

Received letter from the State indicating no grants will be awarded this fiscal year. Dollar amounts will be carried forward to next year.

Sunrise Circle project is scheduled to start July 11, 2022.

Maple Ridge Subdivision utility work will start tomorrow.

Looking to change the speed limit on PP south of the City by the Maple Ridge Subdivision. Preferred start area is the road to the Conservation Club. Will depend on what the County allows.

City Administrator/Community Development Director – nothing to report

Clerk/Treasurer – Received special assessment of \$3,000 from Cottage Estates.

Mayor’s Report - One email and one Facebook message was shared.

COMMITTEE REPORTS:

Brillion Housing Authority – Heritage Apartments roof needs replacing. Changing out geothermal units by Garrow Villa. On a positive note the buildings are full.

Cemetery Commission - No meeting

Committee Of the Whole

Licenses

Class A Beer & Class A Liquor Combination License-Renewal:

Condon Oil Company for Brillion Shell, Weber Family Station LLC for Weber’s of Brillion, Dolgencorp LLC for Dollar General Store #10945, Corborn’s Incorporated for Tadych’s Marketplace Foods, Kwik Trip Inc for Kwik Trip #807, Gamboa Trucking LLC for El Zacateano Mexican Store

Motion - Behnke moved to to approve the Class A Beer & Class A Liquor Combination Licenses as listed. Seconded by Davis. Call vote. All in favor. Motion carried.

Class B Beer & Class B Liquor Combination License-Renewal:

Braun’s Deer Run LLC for Deer Run Golf Course, ACAKDCA LLC for Ethels Pub & Grill Brillion Edition, AriensCo Hospitality Group LLC for Stone Prairie, AriensCo Hospitality Group LLC for AriensCo Hospitality Group LLC, Shakers Bar LLC for Shakers, Cobblestone Creek Dining & Banquet LLC for Cobblestone Creek, Bay Beer Bellys LLC for The Real Giese’s Bar, Mama’s Taco LLC for Gloria’s Cantina, M & J Schwartz Enterprises LLC for Split Happens Lanes, Randy’s Pastry Factory LLC for Randy’s Central, and Carstens Mill LLC for Carstens Mill LLC

Motion - Behnke moved to approve the Class B Beer & Class B Liquor Combination Licenses as listed. Seconded by Levash. Call vote. All in favor. Motion carried.

Class B Beer License & Class C Wine – Renewal:

Neelkanth Hotels LLC for Cobblestone Inn and Suites, Marko’s Smokin’ BBQ LLC for Marko’s Smokin’ BBQ

Motion - Behnke moved to to approve the Class B Beer License & Class C Wine licenses as listed. Seconded by Moehr. Call vote. All in favor. Motion carried.

Class B Beer License – Renewal:

Underground Archery LLC for Underground Archery LLC

Motion - Behnke moved to approve of the Class B Beer Licenses as listed. Seconded by Levash. Call vote. All in favor. Motion carried.

Cigarette & Tobacco License – Renewal:

Coborn’s Incorporated, Kwik Trip Inc, Condon Oil Company, Dollar General, Weber Family Station

Motion - Behnke moved to recommend to approve the Cigarette & Tobacco Licenses as listed. Seconded by Moehr. Call vote. All in favor. Motion carried.

Operator’s License

Myranda Blankenship, Olivia Bogan, Sara Brault, Steve Brault, Joshua Cohen, Beth Gilbertson, Jessica Hutjens, Leah Krahn, Alexis Krueger, Amber Krueger,

Pandora Lorfeld, Anne M Meyer, Barbara Moehr, Gayle I Olson, Trenton Persinger, Sarah Jeanne Pielhop, William T Roitt, Ashton Grace Schneider, Jason Schnicke, Quenten M Schwartz

Motion - Behnke moved to approve the Operator's Licenses as listed. Seconded by Levash. Call vote. Behnke, Davis, Hanson, Lau, Levash in favor. Moehr abstained. Motion carried.

Kennel Permit - Renewal

Sarah & Justin Schneider

Motion - Behnke moved to approve the Kennel Permit for Schneider. Seconded by Davis. Call vote. All in favor. Motion carried.

Fireworks Discharge Permit:

Spielbauer Fireworks Co., Inc. – Braun's Deer Run Golf Course on 7/9/2022

Motion - Behnke moved to approve the Fireworks Discharge Permit for Spielbauer Fireworks Co Inc for July 9, 2022 at Braun's Deer Run Golf Course. Seconded by Levash. Call vote. All in favor. Motion carried.

Finance and Purchasing Committee

In July will start to work on budgets by departments.

Review of the Vouchers:

General Fund \$ 394,064.37

Reserves \$ 2,245.91

Contingency \$ 0

TIF Expenditures \$ 0.00

Motion – Behnke moved to approve the General Fund vouchers in the amount of \$394,064.37, and the Reserve Expenditures in the amount of \$2,245.91 collectively. Seconded by Levash. Call vote. All in favor. Motion carried.

Review of Payroll

Pay Period: 4/23-5/6/2022 paid on May 20, 2022 \$52,133.83

Pay Period: 5/7-5/20/2022 paid on June 3, 2022 \$55,779.07

Pay Period: 5/21-6/3/2022 paid on June 17, 2022 \$56,354.06

Motion – Behnke moved to approve the payroll report for May 20, 2022 in the amount of \$52,133.83, for June 3, 2022 in the amount of \$55,779.07, and for June 17, 2022 in the amount of \$56,354.06. Seconded by Lau. Call vote. All in favor. Motion carried.

Library Board – Minutes cover activities. Director review went well.

Park & Recreation – nothing in addition to Marx's report.

Plan Commission – Subdivision is ready to start. Building inspector not in attendance.

Protections of Persons & Property Committee – Next meeting will be in August and will be a working meeting. The main topic will be the ambulance service.

Redevelopment Authority Commission – nothing at this point

Tourism Committee – no meeting. Working on setting a meeting up for July.

WATER, SEWER & UTILITY COMMISSION

Looking to take care of four of the reed beds. Need to find money in the budget.

Approve RE22-07 Compliance Maintenance Annual Report (CMAR)

Report shared.

Motion - Levash moved to approve RE22-07 Compliance Maintenance Annual Report (CMAR).

Seconded by Behnke. Call vote. All in favor. Motion carried.

Personnel

Closed session per WSS 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Convene in Closed Session

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

Closed Session Motion: Levash moved to Convene in Closed Session at 6:58 pm.

Closed Session per W.S.S. 19.85(1)(c) City Administrator. Second by Davis. Motion carried.

Reconvene in Open Session to take action if necessary and appropriate regarding City Administrator Structure.

Session Motion – Behnke moved to reconvene in Open Session at 7:03 pm to take action if necessary and appropriate. Second by Davis. Motion carried.

Motion – Davis moved to appoint Richard Johnston as City of Brillion Administrator per the close session communication. Second by Levash. Call vote. All in favor. Motion carried.

Old Business - none

New Business

Hanson asked if it were possible to look at the flooding on the golf course. Water seems to be coming from the Town of Woodville. Suggested cleaning out a trench across from green #6. DNR just went back to work from Covid. The swamp devil will not happen this year. The culvert by Sunrise Circle needs to be addressed. Frederickson was asked to look into. Lau had Park questions. Heritage Park concerns were shared. Will follow up with Marx.

Communications – none

Press Time – Administrator hire process was reviewed. Johnston shared his experience.

ADJOURNMENT:

The meeting adjourned at 7:16 pm.

Patty Schreiber
Clerk/Treasurer