

CITY COUNCIL MEETING

March 28, 2022

Brillion City Center

6:30 PM

CALL TO ORDER:

The City Council meeting was called to order by Mayor Smith at 7:18 pm.
Pledge of Allegiance was recited by those present.

ROLL CALL:

Present: Mayor Mike Smith, Tim Hanson, Joe Behnke, Shelly Lau, Sarah Pielhop, TJ Moehr, Joe Levash

Absent: Carrie Wenzel

Also present: Kirk Schend, Garrett Wenzel, Ann Marx, Lydia Blatz, Patty Schreiber

GUESTS:

Tim Trace, Dan Farrell, Austin Frederickson

Zoom: Monica Schmidt, Andy Geiger, Hank Horn, Tammy Koehler, David Nordby

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

MOTION-Lau moved to approve the minutes from the February 28, 2022, March 14, 2022 and March 18, 2022 Council Meetings. Seconded by Hanson.

All in favor. Motion carried.

PUBLIC APPEARANCES:

Citizen Input: none

Guests: none

Appointments: none

PUBLIC HEARINGS

***** 6:35PM*** Public Hearing Ridgeway Drive Certified Survey Map**

Mayor Smith opened the Public Hearing for Ridgeway Drive Certified Survey Map at 7:20 pm.
Requested for comments.

Tim Trace of 402 Ridgeway Drive spoke regarding his back yard and Zutz purchasing the neighboring property. Trace is concerned with drainage on the property. Also concerned if Zutz builds a garage, it will ruin the view and decrease his resale value. Trace was not aware it was City property. He had a verbal agreement with Glen Braun with regards to maintenance of the property. There is also family trees planted back there. Smith & Pielhop explained the setback requirements and the reason behind Zutz purchasing the lot. This lot cannot be built on as it is in the wetland. CSM is to merge the two properties as to not create a landlocked parcel.

Public Hearing closed at 7:27 pm.

MOTION-Pielhop moved to accept the Certified Survey Map for Ridgeway Drive. Seconded by Moehr. Call vote taken. All in favor. Motion carried.

CONSENT AGENDA

Acceptance of Minutes:

Brillion Housing Authority – February 28, 2022

Committee of the Whole – February 28, 2022

Finance Committee – No March 21, 2022 Meeting

Library Board February 16, 2022

Park & Recreation Commission – March 3, 2022

Plan Commission – No March Meeting

Protections of Persons & Property – March 9, 2022

RDA Meeting – March 10, 2022 minutes not completed by packet time

Tourism Committee – March 10, 2022 minutes not completed by packet time

Utility Commission – March 21, 2022

Cemetery Committee – No Meeting

Joint Review Board Meeting – No Meeting

Motion: Pielhop moved to accept the minutes as listed above. Seconded by Hanson. Motion Carried.

DEPARTMENT HEAD REPORTS:

Park & Recreation

Report included in packet. Getting ready for summer. Have all the soccer coaches lined up except for grades 7 and 8.

Library

Report included in the packet. Currently have a fun project in order to update the décor.

Canvases will be created from the winning options. Will try to obtain sponsors. Lau suggested contacting the high school art department.

Fire Department

Report included in the packet. The Fire Fighters are taking over Saturday of Brillionfest. Not a Fire Department fundraiser. This will be a Brillion Fire & Rescue Association event raising money to continue what the Jaycees have started. More details to follow.

Police Department

Report included in the packet. Pielhop questioned if the department is in need of a new squad. Chief Schend confirmed. Looking to keep the Tahoe and get rid of the Dodge. Able to get funding for two years of the lease. Sale of the replaced squad should take care of year 3. Schend ordered a Ford Interceptor on Friday. There is a seven-month minimum turnaround time. Warranty is pretty good on it. After four years we will own it. It does come with an option to cancel. Smith did give verbal approval to place the order. Chief Schend was asked to bring the details to the next meeting. Needs to be included on the next agenda.

Ambulance

Report in the packet.

Municipal Court

Brillion Court Report

Reedsville Court Report

Reports included in packet.

Michael Alt was sworn in on Monday, March 21, 2022.

Public Works: Congratulations was extended to Austin Frederickson.

City Administrator/Community Development Director: No report

Clerk/Treasurer: nothing further to report

Mayor's Report: nothing further to report

COMMITTEE REPORTS:

Brillion Housing Authority

Moehr reported Heritage needs a new roof. Luebke estimated \$140,000. Will be obtaining additional bids.

Cemetery Commission: no meeting

Committee Of the Whole

Law Enforcement Agreement Village of Reedsville and City

2022 Law Enforcement Agreement with Village of Reedsville

Motion- Pielhop moved to approve the 2022 Law Enforcement Agreement with Village of Reedsville. Seconded by Lau. Call vote. All in favor. Motion carried.

RE22-03 City of Brillion Resolution Borrowing from the Trust Funds of the State of Wisconsin for Roadwork

Pielhop introduced resolution RE22-03 for borrowing from the Trust Funds of the State of Wisconsin for roadwork on Sunrise Circle as follows:

WHEREAS, By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money from such purposed in the manner prescribed, and;

WHEREAS, By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes;

THEREFORE, BE IT RESOLVED, that the City of Brillion, in the County of Calumet, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of One Hundred Fifty Thousand and 00/100 Dollars (\$150,000.00) for the purpose of financing roadwork and for no other purpose.

The loan is to be payable within 5 years form the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 2.50 percent per annum from the date of the making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Brillion, in the County of Calumet, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due;

RESOLVED FURTHER, that no money obtained by the City of Brillion by such loan from the state be applied or paid out for any purpose except financing roadwork without the consent of the Board of Commissioners of Public Lands;

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the Mayor and Clerk of the City of Brillion, in the County of Calumet, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, by recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Motion-Pielhop moved to approve RE22-03 City of Brillion Resolution Borrowing from the Trust Funds of the State of Wisconsin for Roadwork. Seconded by Levash. Roll call vote. 6 votes cast. All in favor. Motion carried.

Optimist Club of Brillion – Street Closure Friday, June 10, 2022

Brillion Electric Light parade

Motion-Levash moved to approve the Optimist Club of Brillion – Street Closure Friday, June 10, 2022 request for the Brillion Electric Light parade. Seconded by Lau. Call vote. Hanson, Behnke, Lau, Moehr, Levash in favor. Pielhop abstained. Motion carried.

Set Public Hearing April 11, 2022 6:35pm

Special Council, Public Hearing for 2022 Storm Sewer & Street Construction – Sunrise Circle

Motion-Pielhop moved to set Public Hearing for 2022 Storm Sewer & Street Construction – Sunrise Circle. Seconded by Levash. Call vote. All in favor. Motion carried.

2022 McMahon – Proposal for Professional Consulting Services

No action taken.

Voucher and Payroll Authorization Signer

Motion-Lau moved to approve Mayor Smith as the interim Voucher and Payroll Authorized signer. Seconded by Behnke. Call vote. All in favor. Motion carried.

Finance and Purchasing Committee

Review of the Vouchers:

General Fund \$ 667,805.42

Reserves \$ 4,207.83
Contingency \$ 0
TIF Expenditures \$ 52,900.00

Motion-Pielhop moved to approve the General Fund vouchers in the amount of \$667,805.42, the Reserve vouchers in the amount of \$4,207.83 and the TIF Expenditures in the amount of \$52,900.00 collectively. Seconded by Moehr. Call vote. All in favor. Motion carried.

Review of Payroll

Pay Period: 2/12-25/2022 paid on March 11, 2022 \$56,750.78

Pay Period: 2/26-3/11/2022 paid on March 25, 2022 \$58,424.06

Motion-Pielhop moved to approve the payroll report for March 11, 2022 in the amount of \$56,750.78; March 25, 2022 in the amount of \$58,424.06. Seconded by Lau. Call vote. All in favor. Motion carried.

Library Board: Nothing new to report.

Park & Recreation: Nothing new to report.

Plan Commission: Meeting was cancelled.

Protections of Persons & Property Committee: The next meeting was set.

Redevelopment Authority Commission

Behnke report the Dollar General property was discussed. It was voted on to leave the concrete in to potentially utilize for events. Will revisit in fall. Discussed downtown redevelopment and building frontages that need upgrades. Property owners will be contacted. Mayor Smith does have information on facade grants. Will bring to the next meeting.

Tourism Committee

Lau reported had a meeting to discuss the Apptegy app. Chamber is working with Zander for a new website to make it more user friendly.

WATER, SEWER & UTILITY COMMISSION

Levash reported the Commission wanted to make sure the Public Hearing was set which was done tonight. There are problems with the reed beds freezing. Continuing to work on the WWTP upgrade. This is an ongoing process. Working on the agreement with Ariens for the use of the water tower. Several residents had freezing problems. Sewage adjustments were made for those instances where the water did not go down the sewer.

Personnel

Peter Wills vacation payout

Motion-Pielhop moved to pay out Wills vacation. Seconded by Levash. Call vote. All in favor. Motion carried

DPW Director Position

Motion-Pielhop moved to hire Austin Frederickson as the new DPW Director. Seconded by Lau. Call vote. All in favor. Motion carried

Wage for Part-Time Seasonal Help

Marx reported the current wage is \$10.50/\$11.00 per hour. They can go to a factory for more money.

Motion-Pielhop moved to approve the wage of the seasonal DPW summer help to \$15.00 per hour. Seconded by Moehr.

Mayor Smith intends to stop by each department affected to discuss. Currently lifeguards are making \$9.00 per hour. Based on the former DPW position that was eliminated will have room in the budget to increase to \$15. Need to look at wages across the board. Mayor Smith will take Frederickson along to any DPW discussions. Levash expressed difficulty with raising this wage without raising the full-time wages. Mayor Smith indicated the mowing budget will be blown up if we do not increase the part-time wage in order to obtain help. We need to utilize our full-time DPW employees with the summer street project not mowing lawn.

Motion-Pielhop amended the motion to say “up to \$15.00 per hour. Moehr amended the seconded. Call vote. All in favor. Motion carried

Old Business: none

New Business: none

Communications: none

Press Time: no questions

ADJOURNMENT:

The meeting adjourned at 8:09 pm.

Patty Schreiber
Clerk/Treasurer