

CITY COUNCIL MEETING

October 24, 2022

Brillion City Center

6:30 PM

CALL TO ORDER

The City Council meeting was called to order by Mayor Smith at 6:55 pm.
Pledge of Allegiance was recited by those present.

ROLL CALL

Present: Mayor Mike Smith, Joe Behnke, Kory Davis, Tim Hanson, Shelly Lau, Joe Levash, TJ Moehr, Ruben Piepenburg

Also present: Richard Johnston, Kirk Schend, Ann Marx, Lydia Dill, Austen Frederickson, Patty Schreiber, Eric Burich

GUESTS

Terry Hruby, Ken Zutz, Corbin Graper, Terri Peters

Zoom: Dan Farrell, Angela, David Nordby

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

MOTION – Levash moved to approve the minutes from the September 26, 2022 Regular Council Meeting. Seconded by Piepenburg. All in favor. Motion carried.

PUBLIC APPEARANCES

Citizen Input

Hruby shared concern for wetland permitting; widening of the road to 25 ft for EMS vehicle use. The road is currently 18 ft. Also shared concern with the stadium lighting and the building permit for the \$1.1 million dollar warming hut.

Presentations/Proclamations none

PUBLIC HEARINGS

Move 2023 City Budget Public Hearing to November 14, 2022, 6:35 pm

MOTION – Levash moved to reschedule the City Budget Public Hearing to November 14, 2022 at 6:35 pm. Seconded by Piepenburg. All in favor. Motion carried.

CONSENT AGENDA

Acceptance of Minutes:

Brillion Housing Authority – September 19, 2022

Committee of the Whole - September 26, 2022 & October 10, 2022

Finance Committee – October 19, 2022

Library Board – September 21, 2022 & October 11, 2022

Park & Recreation Commission – October 6, 2022 & October 13, 2022

Plan Commission – September 6, 2022

Protections of Persons & Property – August 17, 2022, September 12, 2022, September 29, 2022

RDA Meeting – August 11, 2022

Tourism Committee – October 20, 2022

Utility Commission – August 15, 2022, September 19, 2022, October 5, 2022

Cemetery Committee – Meeting scheduled for November 16, 2022

Joint Review Board Meeting – September 28, 2022

Board of Review – No Meeting

Motion - Piepenburg moved to accept the Consent Agenda minutes excluding the Tourism minutes, the Finance meeting minutes and the October 11, 2022 Library minutes. Seconded by Lau. All in favor.
Motion Carried.

DEPARTMENT HEAD REPORTS:

Park & Recreation

Report included in the packet.

Marx working with Robin to get acclimated.

Library

Report included in the packet.

Looking to hire a new cler. Will post the position later this week.

Fire Department - nothing to add to the report

Police Department - Report included in the packet.

Ambulance - Report in the packet.

The “Supplies-Medical” was noted as over budget. Johnston will research and let the Council know his findings.

Municipal Court

Brillion Court Report

Reedsville Court Report

Reports included in packet.

Public Works

Report included in packet.

Frederickson is now a proud Brillion resident as he has purchased a home in Brillion.

City Administrator – meeting scheduled with IPR on Wednesday at the City Center

Clerk/Treasurer – nothing to add

Mayor’s Report –

Town Hall Meeting November 9, 2022 at 6 pm.

A Council meeting agenda will be posted with the quorum notation.

COMMITTEE REPORTS:

Brillion Housing Authority – unable to attend the meeting.

Cemetery Commission – Next meeting scheduled for November 16, 2022

Committee Of the Whole

Licenses

Operator Licenses: Temporary

Kim Buboltz, Holly Cervantes, Ryan Cherney, Susan Knott, Kerry Martin

Motion - Behnke moved to approve of the temporary operator license for

Kim Buboltz, Holly Cervantes, Ryan Cherney, Susan Knott, Kerry Martin. Seconded by . Call vote. All in favor. Motion carried.

Operator Licenses: New

Amanda Clark, Kara Koeck, Montrell Lucas

Motion – Lau moved to to approve of the Operator’s Licenses for Amanda Clark, Kara Koeck, Montrell Lucas. Seconded by Behnke. Call vote. All in favor. Motion carried.

Burn Permit

Frank, Carrissa & Andrew

Motion - Piepenburg moved to approve the Burn Permit for Frank, Carrissa & Andrew. Seconded by Levash. Call vote. All in favor. Motion carried.

Fireworks Permit

G & M Fireworks – October 28, 2022 Stone Prairie at Dusk

G & M Fireworks – October 29, 2022 Stone Prairie at Dusk

Motion - Lau moved to approve of the G & M Fireworks Permit for October 28 and 29, 2022. Seconded by Piepenburg. Call vote. All in favor. Motion carried.

Finance and Purchasing Committee

Review of the Vouchers:

General Fund \$ 238,755.10

Reserves \$ 6,243.43

Contingency \$ 0

TIF Expenditures \$ 160.00

Motion – Behnke moved to approve the General Fund vouchers in the amount of \$238,755.10, the Reserve Expenditures in the amount of \$6,243.43, TIF Expenditures in the amount of \$160.00 collectively. Seconded by Levash. Call vote. All in favor. Motion carried.

Review of Payroll

Pay Period: 8/27-9/9/2022 paid on September 23, 2022 \$ 51,620.84

Pay Period: 9/10-9/23/2022 paid on October 7, 2022 \$ 61,858.52

Motion – Lau moved to approve the payroll report for September 23, 2022, in the amount of \$51,620.84 and for October 7, 2022 in the amount of \$61,858.52. Seconded by Hanson. Call vote. All in favor. Motion carried.

Library Board – October meeting moved to this week Wednesday

Park & Recreation

Approve Renovations to Peter’s Park Bathrooms

Zutz explained the plan. Approximately \$52,000 value. Request letters for funding was sent. Received letters expressing donations to cover the full expense. Will be handicap accessible. Brand new fixtures, sinks, plumbing, partitions, lighting, and epoxy floors. Floor drains will be added. Any expense over the grant amount will be covered by the Brillion Athletic Assn. Would like to start right away. Hanson shared the Park and Rec committee was very appreciative. Looking to add power future addition of hand dryers. Currently not enough power down there. Chief Schend may have a set of cameras that could be used for the bathrooms. Chief Schend questioned timed door locks or at least wire for such an item in the future.

Motion – Hanson made a motion to approve Renovations to Peter’s Park Bathrooms . Seconded by Lau. Call vote. All in favor. Motion carried.

Plan Commission

Conditional Use – Graper

Need to set the public hearing.

Motion – Behnke made a motion to set the Public Hearing date of November 28, 2022 at 6:35 pm. for the Conditional Use - Graper. Seconded by Levash. Call vote. All in favor. Motion carried.

Protections of Persons & Property Committee

Meeting with regards to discussion of regionalization. Smith received a formal letter from the Protections of Persons & Property President asking for Council clarification. The PPP is not a Police & Fire Commission, so they do not have oversight. The Council retains oversight. Smith will meet to clarify.

Redevelopment Authority Commission nothing to report

Tourism Committee

Grant Applications

Retail Regroup

This is a Christmas kickoff event. The grant moneys will be used to cover printing costs of \$519.43 for flyers/brochures. These grant dollars will come out of the 70% Tourism dollars.

Motion – Lau made a motion to approve the Retail Regroup grant application. Seconded by Piepenburg. Call vote. All in favor. Motion carried

2023 Calumet County Visitors Guide

These grant dollars will come out of the 30% Tourism dollars.

Motion – Lau made a motion to approve the 2023 Calumet County Visitors Guide paid for by the Cities 30%. Seconded by Behnke. Call vote. All in favor. Motion carried

WATER, SEWER & UTILITY COMMISSION

Facility Plan

McMahon will attend a Council meeting to present. Smith is looking at the end of November or beginning of December.

Personnel none

Old Business none

New Business

Hanson asked for a status update for the health clinic.

Lau asked if the Round Lake concerns will be discussed. The road is a town road. Plan Commission has covered the requirements for the lighting. Schend shared concerns with parking on the road in that area. Will post “No Parking” signs. Spoke with the Town and they are ok with the posting.

Communications- none

Press Time - none

ADJOURNMENT:

The meeting adjourned at 7:41 pm.

Patty Schreiber
Clerk/Treasurer