

## CITY COUNCIL MEETING

December 19, 2022

Brillion City Center

6:30 PM

### CALL TO ORDER

The City Council meeting was called to order by Mayor Smith at 6:44 pm.  
Pledge of Allegiance was recited by those present.

### ROLL CALL

**Present:** Mayor Mike Smith, Joe Behnke, Kory Davis, Shelly Lau (via Zoom), Joe Levash, TJ Moehr  
**Not Present:** Tim Hanson, Ruben Piepenburg  
**Also present:** Kirk Schend, Lydia Dill, Ann Marx, Austen Frederickson, Patty Schreiber

### GUESTS

Dan Farrell, Brillion News (via Zoom)

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

**MOTION** – Lau moved to approve the minutes from the November 24, 2022 Regular Council Meeting and December 14, 2022 Special Council Meeting. Seconded by Behnke. All in favor. Motion carried.

### PUBLIC APPEARANCES

**Citizen Input** none

**Presentations/Proclamations** none

**Appointments** none

**PUBLIC HEARINGS** none

### CONSENT AGENDA

#### Acceptance of Minutes:

Brillion Housing Authority – October 17, 2022 & November 29, 2022

Committee of the Whole - November 28, 2022

Finance Committee – October 19, 2022 & December 14, 2022

Library Board – October 11, 2022 & November 16, 2022

Park & Recreation Commission – November 3, 2022

Plan Commission – no meeting

Protections of Persons & Property –

RDA Meeting – December 8, 2022

Tourism Committee – October 20, 2022

Utility Commission – October 17, 2022

Cemetery Committee – no meeting

Joint Review Board Meeting – No Meeting

Board of Review – No Meeting

**Motion** - Behnke moved to accept the Consent Agenda minutes. Seconded by Levash.  
All in favor. Motion Carried.

## **DEPARTMENT HEAD REPORTS:**

### **Park & Recreation**

Report included in the packet.

Marx had the Mayor sign the application for Tree City. Due the end of the month.

Behnke questioned the damage at the parks. The air compressor was broke delaying the blowing out of the lines. The compressor is diesel and the repairs needed were to the compressor itself. Some damage at Horn and Peters Parks. Everything is now winterized.

### **Library**

Report included in the packet.

Winners for the holiday light competition were announced today. Received a lot of positive feedback.

Plan to do again next year. Thank you goes out to Brittney Smith for her assistance.

Best overall goes to 308 LaVesta. Most creative goes to 404 Fawn Drive. Best Theme goes to 353 Madison.

**Fire Department** – Report included in the packet

**Police Department** - Report included in the packet

**Ambulance** - Report in the packet. Mayor Smith will talk with Johnston regarding the contract values.

### **Municipal Court**

#### **Brillion Court Report**

#### **Reedsville Court Report**

Reports included in packet.

### **Public Works**

Report was emailed to the Council members.

Awarded a DNR Forestry Grant. Did receive an additional non-matching Forestry Grant today for \$2,000.

Behnke inquired about the sidewalks to the subdivision. The County and current areas without sidewalks present a challenge. Safety is a concern. Looking to be a joint venture.

Deer Run Estates area needs to be implemented. Should have been enacted at 75% capacity. Mayor Smith indicated this may be an opportunity to work with the Brillion School District. Asked Frederickson to reach out to Corey Baumgartner.

**City Administrator** – no report

### **Clerk/Treasurer** –

Revised mailing to the residents was discussed.

Three residents took out nomination papers. Deadline to turn in the paperwork is 5:00 pm January 3, 2023.

### **Mayor's Report**

Bellin Healthcare groundbreaking ceremony happened last week Tuesday. Received press coverage. New North shared on LinkedIn.

January or February will schedule a working session, including business owners, to put together a strategic plan for the next stage of growth.

## **COMMITTEE REPORTS**

### **Brillion Housing Authority**

Today's meeting was moved to the third Monday of January. Mayor Smith did receive an email looking for Committee Members. Mayor Smith asked Moehr to have the director email him directly.

**Cemetery Commission** no meeting

**Committee Of the Whole**  
**Fireworks Permit-Proposed Update**

**Motion** - Behnke moved to approve the Fireworks Permit as updated. Seconded by Moehr. Call vote. All in favor. Motion carried.

**Winter Maintenance Policy**

**Motion** - Behnke moved to approve the Winter Maintenance Policy excluding the Sidewalk portion. Seconded by Lau. Call vote. All in favor. Motion carried.

**Finance and Purchasing Committee**

Behnke explained why the Committee tabled the \$350,000 Land Trust loan. The approximately \$116,000 for the City's portion of the hydrant expense was spent out of the General Fund. Did not want to borrow the full amount as the rest of the expenses will not happen until approximately 2024. Per Johnston at the Finance Meeting, the City's Minimum Fund Balance will still be at 15% after the payment. Levash agreed it was a good move to table this borrowing. Did indicate the General Fund needs to be paid back.

**Review of the Vouchers:**

**General Fund \$ 318,691.77**

**Reserves \$ 274.00**

**Contingency \$ 0**

**TIF Expenditures \$ 224,650.00**

**Motion** – Behnke moved to approve the General Fund vouchers in the amount of \$318,691.77, the Reserve Expenditures in the amount of \$274.00, TIF Expenditures in the amount of \$224,650.00 collectively. Seconded Levash. Call vote. All in favor. Motion carried.

**Review of Payroll**

**Pay Period: 11/5-11/18/2022 paid on December 2, 2022 \$ 61,881.04**

**Motion** – Lau moved to approve the payroll report for December 2 2022, in the amount of \$61,881.04. Seconded by Davis. Call vote. All in favor. Motion carried.

**Recommendations to Council** - none

**Library Board** – the December meeting is scheduled for Wednesday

**Park & Recreation** – nothing to report

**Plan Commission** – December meeting was cancelled. Mayor Smith did explain an ad encouraging residents to volunteer. Looking for additional members on the Plan Commission, RDA and Finance and Purchasing.

**Protections of Persons & Property Committee**

Next meeting will be in January, 2023.

**Motion** – Moehr moved to approve the extension of the Gold Cross contract as long as no changes were made. Second by Davis. Call vote. All in favor. Motion carried.

**Redevelopment Authority Commission** nothing to report

Frederickson reported the Commission reviewed the application fees. This will be brought back with more data. Reviewing downtown ordinances. Mayor Smith requested that RDA is funded as the TIF's are closed.

**Tourism Committee** no meeting

**WATER, SEWER & UTILITY COMMISSION**

Levash reported the Chloride Report is being completed. Hoping to have the completed report next month. Mayor Smith indicated he is looking to have a joint meeting in the first part of the new year.

**Personnel**

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

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

**Closed Session Motion** - Lau moved to Convene in Closed Session at 7:21 pm.

Closed Session per W.S.S. 19.85(1)(c). Second by Behnke. Call vote. Motion carried.

**Reconvene in Open Session to take action if necessary and appropriate.**

**Session Motion** - Lau moved to reconvene in Open Session at 8:02 pm to take action if necessary and appropriate. Second by Behnke. Call vote. Motion carried.

**Motion** - Lau moved to approve the raises as agreed upon during close session. Seconded by Davis. Call vote. All in favor. Motion carried.

**Old Business**

Lau questioned the Ariens lighting. This topic will be on the January 4, 2023 Plan Commission Meeting.

**New Business** - none

**Communications**- none

**Press Time** - none

**ADJOURNMENT:**

The meeting adjourned at 8:07 pm.

Patty Schreiber  
Clerk/Treasurer