

CITY COUNCIL MEETING

February 26, 2024

Brillion City Center

6:30 PM

CALL TO ORDER

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

ROLL CALL

Present: Mayor Mike Smith (Zoom) Joe Behnke, Kory Davis, Dan Farrell, Tim Hanson, Shelly Lau, TJ Moehr
Absent: Ruben Piepenburg
Also present: Heather Gilbertson, Patty Schreiber, Kirk Schend, Andrew Maertz, Lydia Dill

GUESTS: Hank Horn, Kurtis Stephany, Dan Ariens – Ariens Company, Terry Hruby, Shane Murphy – Murphy Development, Angela Jellum – Ariens Co., Brillion News (via Zoom), Elise Ariens (via Zoom), Daniel Ariens (via Zoom), Angela Jellum (via Zoom)

APPROVAL OF AGENDA

MOTION – Davis moved to approve the agenda. Seconded by Hanson. All in favor. Motion carried.

APPROVAL OF MINUTES – January 22, 2024

MOTION – Davis moved to approve the minutes from the January 22, 2024. Seconded by Hanson. All in favor. Motion carried.

PUBLIC APPEARANCES

Citizen Input – None

Public Hearings – None

Presentations/Proclamations - None

Appointments - None

CONSENT AGENDA

Acceptance of Minutes

Brillion Housing Authority – February 2024

Committee of the Whole – January 22, 2024, and February 12, 2024

Finance Committee – no meeting

Library Board – January 17, 2024

Park & Recreation Commission – February 8, 2024

Plan Commission – February 5, 2024

Protections of Persons & Property – no meeting

RDA Meeting – no meeting

Tourism Committee – no meeting

Utility Commission – January 15, 2024

Cemetery Committee – no meeting

Joint Review Board Meeting – no meeting

Board of Review – no meeting

Board of Appeals – February 12, 2024

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

DEPARTMENT HEAD REPORTS:

Park & Recreation

Report included in the packet.

Library

Report included in the packet.

Dill announced that the library is doing a fundraiser night at Dairy Queen on Wednesday from 4-7. All proceeds will go towards the Garden Reserves.

Fire Department

Report included in the packet.

Police Department

Report included in the packet.

Chief Schend added that the 2015 Tahoe squad is out of service at this time. He is unsure of what the issue is and will keep the council informed.

Ambulance

Monthly Report - Financial Report

Schreiber advised that no ambulance report was received, however this is not unusual as in the past reports were not received until February or March.

Municipal Court

Brillion Court Report

Reedsville Court Report

Reports included in packet.

Public Works

Report included in the packet.

City Administrator/Community Development Director – None

Schreiber had two points to share. First, she has scheduled four interviews for the Treasurer position this week. Secondly, her door is always open for council to come to her for questions or to scheduled weekly meetings to go over agendas and other items.

Clerk/Treasurer – None

Mayor's Report – None

COMMITTEE REPORTS

Brillion Housing Authority

Moehr reported it was a standard meeting.

Cemetery Commission

No meeting.

Committee Of the Whole

Operator's License – Morgan Shaffer, Jessica Templeton

Motion – Lau moved to approve the Operator License – Morgan Shaffer, Jessica Templeton. Seconded by Moehr. Call Vote. All in favor. Motion Carried.

Kennel Permit – Debra Thuecks

Motion – Lau moved to approve the Kennel Permit – Debra Thuecks. Seconded by Moehr. Call Vote. Carried.

Shane M. Murphy – Amended and Restated Development Agreement

Murphy shared the development's history with the city and that he has been here 27 years. He is looking forward to things getting back on track with the new administrator.

Motion – Davis moved to approve Shane M. Murphy Amended and Restated Development Agreement. Seconded by Farrell. Call Vote. Carried.

Utilizing Zoom during City Meetings

Discussion was had about discontinuing the Zoom meetings. Council members heard from residents who would like to keep the meetings on Zoom, at least at the Committee of the Whole and Council levels. Behnke called three times for a motion, no motion made.

John Deere Lease

Motion – Davis moved to approve John Deere Lease for 2024/2025. Seconded by Lau. Call Vote. Carried.

Library Elevator Repair – no action taken

Carstens Mill Agreement

Motion – Davis moved to approve Carstens Mill Agreement. Seconded by Lau. Call Vote. Carried.

Compost Site Brush Pile Plan – no action taken

OR24-01 Amending City of Brillion Clerk and Treasurer Position

Set Public Hearing March 25, 2024 at 6:45pm

Motion – Farrell moved to set the Public Hearing for OR24-01 Amending City of Brillion Clerk and Treasurer Position for March 25, 2024 at 6:45pm. Seconded by Lau. Call Vote. All in favor. Motion Carried.

Finance & Purchasing Committee

Review of the Vouchers:

General Fund: \$ 1,732,720.38

Reserves \$ 0

Contingency \$ 0

TIF Expenditures \$ 146,099.48

Motion – Lau moved to approve the General Fund vouchers in the amount of \$ 1,732,720.38, and TIF Expenditures \$146,099.48. Seconded by Hanson. Call vote. All in favor. Motion carried.

Review of Payroll

Pay Period: 12/30-1/12/2024 paid on January 26, 2024, \$ 59,359.52

Pay Period: 1/13-2/6/2024 paid on February 9, 2024, \$ 61,357.26

Motion – Lau moved to approve the payroll report for Pay Period: 12/30-1/12/2024 paid on January 26, 2024, \$ 59,359.52, Pay Period: 1/13-2/6/2024 paid on February 9, 2024, \$ 61,357.26. Seconded by Hanson. Call vote. All in favor. Motion carried.

Bank Reconciliation – December 2023

Receipts – January 2024; Journal Entries – December 2023

Motion – Farrell moved to approve the Bank Reconciliation – December 2023, Receipts – January 2024, and the Journal Entries for December 2023. Seconded by Davis. Call vote. All in favor. Motion carried.

Investment Option

Intra-Fi: RE24-04 Resolution Designating Depository and Authorizing Withdrawal of City Monies at ICS, The IntraFi Cash Service of the IntraFi Network LLC

Motion – Farrell moved to approve the RE24-04 Resolution Designating Depository and Authorizing Withdrawal of City Monies at ICS, The IntraFi Cash Service of the IntraFi Network LLC. Seconded by Lau. Call vote. All in favor. Motion carried.

State of Wisconsin Local Government Investment Pool: RE24-03 Resolution Designating Depository and Authorizing Withdrawal of City Monies at Local Government Investment Pool

Motion – Lau moved to approve the RE24-03 Resolution Designating Depository and Authorizing Withdrawal of City Monies at Local Government Investment Pool. Seconded by Farrell. Call vote. All in favor. Motion carried.

Library Board

Moehr was out of town and could not attend the meeting.

Park & Recreation

Hanson reported that the weight equipment was moved from Kiel to the Community Center. Horn Park is moving along well with the nicer weather. Quotes are being received by the Community Center for building upgrades.

Plan Commission

Farrell reported that there was discussion about the water and sewer laterals connection inspections and who should be completing them. Maertz added that he had a conversation with someone who previously inspected for the state and would be willing to do a half day training with Maertz and the DPW employees so they could complete the inspections. Maertz also stated that he would only be allowed to inspect in the right of way on the city side of the connection. He would not be allowed to inspect on the private side of the connection. There is also two public hearings coming up on Monday for conditional use permits for short-term rentals in the city.

Protections of Persons & Property Committee

Round Lake Farms Lighting

This was added to the agenda as a request by Terry Hruby. Hruby stated that last winter through December there were no big lights on at the Nordic Center. Hruby believes there are no exceptions listed in the PUD and nothing has changed with personnel or anything else that the lights are now being left on overnight. This has happened ten times. Hruby has been in contact with the mayor, administrator, and the police. He doesn't believe the lights should be on overnight.

Schend stated that based on the concerns he has had the officers ride out there if time allows for it in their evening to take pictures and those pictures have been forwarded to Schreiber. The pictures are date and time stamped. Schend believes they are in compliance.

Dan Ariens spoke on this matter as well. He gave a background on Ariens Company including they are a large employer for the community and have been for 90 years. They are a fifth-generation company and are very committed to this community. The Nordic Center is a great way to bring growth to the city. Ariens shared the number of events that have been held at the center and that the competitors came from all over. That property was previously part of the Town of Brillion and was annexed into the city and therefore city taxes are paid for that property along with all the other properties that Ariens Company owns in the city. Ariens offered to speak with anyone on the council who has a concern or questions.

Lau asked Schend who should be dealing with the calls for out there. Schend stated many of the pictures show the flagpole lights, and some snow tower lights. Calumet County would be the patrol however they will turn it back to the Brillion Police. Schend asked if the rules are being followed, what should he be doing.

Redevelopment Authority Commission

No meeting.

Tourism Committee

No meeting.

WATER, SEWER & UTILITY COMMISSION

Farrell reported that the screw pumps are still an issue, however the DNR is allowing the city to bypass in the event that the one screw pump can't keep up or breaks down.

Closed Session per WSS 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Close Session per W.S.S. 19.85(1)(g) –PSC Letter.

Closed Session Motion – Farrell moved to Convene in Closed Session at 7:30pm Closed Session per W.S.S 19.85(1)(g). Seconded by Lau. Call vote. Motion carried.

Reconvene in Open Session to take action if necessary and appropriate regarding the Summons.

Session Motion – Davis moved to Convene in Open Session at 7:45 pm to take action if necessary and appropriate. Seconded by Lau. Call vote. All in favor. Motion carried.

No action taken.

Personnel – None

Old Business – None

New Business –

The reorganizational meeting will be April 16, 2024. Lau will be unable to attend.

Communications – None

Press Time – None

ADJOURNMENT

The meeting adjourned at 7:49 pm.

Heather Gilbertson
Deputy Clerk/Deputy Treasurer