

(Approved)

**REGULAR CITY COUNCIL  
MEETING  
Minutes**

**June 22, 2015**

**Brillion Community Center**

**6:30 PM**

**CALL TO ORDER:**

Mayor Gary Deiter called the meeting to order at 6:30 PM with the Pledge of Allegiance recited by those in attendance.

**ROLL CALL:**

Present were Mayor Gary Deiter, Alderpersons Robert Brick, Crystal Fflug, Betty Nies, Wally Sonnabend, Larry Van Frachen, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Deputy Clerk/Treasurer Joy Buboltz, Police Chief JoAnn Mignon, and Community Development Director Cheryl Welch (arriving at 6:55 PM). Absent were Alderperson Mel Edinger, Park & Recreation Director Ann Marx, City Librarian Chris Moede, and Fire Chief Rich Janke.

**APPROVAL OF THE AGENDA:**

**Motion** –Van Frachen moved to approve the agenda as printed and circulated. Seconded by Brick. Call vote taken. Motion carried unanimously.

**APPROVAL OF MINUTES –MAY 26 2015 REGULAR CITY COUNCIL MEETING AND THE JUNE 1, 2015 JOINT SPECIAL CITY COUNCIL/PLAN COMMISSION/RDA MEETING:**

**Motion** – Van Frachen moved to collectively approve the minutes of the May 26, 2015 Regular City Council Meeting and the June 1, 2015 Joint Special City Council/Plan Commission/RDA meeting. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

**PUBLIC APPEARANCES:**

**A. Citizen Input:**

None.

**B. Guests:**

Amy Vaclavik from McMahon and Emilie Heidemann from The Brillion News.

**CONSENT AGENDA:**

**A. Acceptance of Minutes:**

Plan Commission meeting of 5/1/15, Tourism Committee Meeting of 5/6/2015, Brillion Library Board Meeting of 5/20/15, Board of Review Meeting of 5/14/2015, Redevelopment Authority Commission Meeting of 5/14/2015, Water and Sewer Utility Commission meeting of 5/18/2015, Plan Commission Meeting of 6/1/2015, Park & Recreation Commission Meeting of 6/4/2015, Committee of the Whole Meeting of 6/8/2015, and Water and Sewer Utility Commission Meeting of 6/15/2015..

**B. Approval of Vouchers:**

- 1. General Fund: \$94,320.55:**
- 2. Reserves =\$132,013.25:**
- 3. Contingency = \$1,700.00:**
- 4. TIF Expenditures=\$817.50:**

**C. Approval of Payroll:**

**D. Approval of License Applications:**

- 1. Operator Licenses – New: Amy Bunnell, Christine A. Freund, Adrienne Ella Evenson:**

(Approved)

**2. Operator Licenses – Renewal: Sandra S. Koffarnus, Justin Vander Heiden, Jennifer Reichardt, Joyce Stellbrink, Cynthia L. Schmidt, James J. Besaw, Johanna Schwartz:**

**3. Class A. Beer & Class A Liquor Combination License-Renewal: Condon Oil Company for Brillion Mobile mark, Weber Family Station, LLC for Weber’s of Brillion, Dolgencorp, LLC for Dollar General Store #10945, T & C Markets, Inc for Tadych’s Econo Foods, Salon 3 Sixty, LLP for Salon 3 Sixty, Shopko Stores Operating Co., Inc for Shopko Hometown #608:**

**4. 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, Connie Michiels for Shakers, Cobblestone Creek Dining & Banquet, LLC for Cobblestone Creek Dining & Banquet, Michael H. Schwartz for Bullwinkles Pub, Scott R. Giese for The Real Giese’s, BAKKHEIA, LLC for BAKKHEIA, M & J Schwartz Enterprises, LLC for Mike & Jo’s Bowlwinkles Bar & Grill, Randy’s Pastry Factory, LLC for Randy’s Central:**

**5. Class A Beer License - Renewal: Kwik Trip for Kwik Trip #807:**

**6. Class B Beer License & Class C Wine License – Renewal: Brillion Hotel Group, LLC for Cobblestone Inn and Suites:**

**Motion** – Wenzel moved to collectively approve the Consent Agenda with the Acceptance of Minutes, Approval of Accounts Payable and Financial Reports, the Approval of Payroll, and the Approval of License Applications as approved at the June 22, 2015 Committee of the Whole Meeting. Seconded by Brick. Roll call vote taken. 6 votes cast. Motion carried unanimously.

#### **E. Approval of Appointments:**

##### **1. Police and Fire Commission – Mike Welch:**

Mayor Deiter stated that with this appointment of Mike Welch to the Police and Fire Commission that Commission will be filled. This Commission will handle appeal procedures for disciplinary actions and will meet on an “as needed” basis.

Mayor Deiter stated that the City will be posting internally for the Fire Chief position.

#### **DEPARTMENT HEAD REPORTS:**

##### **A. Police Department:**

Chief Mignon reported on the following:

- The new squad should be put into service soon.
- Replacement computer in the Police Department office.
- Brillion Fest went well.

##### **B. Park & Recreation:**

Recreation Director Ann Marx submitted a written report.

##### **C. Library:**

Librarian Moede submitted a written report.

##### **D. Community Development:**

Welch reported she will be working on the four (4) key priorities of the City-Wide Planning Process. She will create a chart which will be hung at the Brillion City Hall and the Brillion Community Center tracking its progress.

##### **E. Fire Department:**

No report.

#### **COMMITTEE REPORTS:**

##### **A. Plan Commission:**

(Approved)

**1. Committee Report:**

No report.

**B. Park & Recreation:**

**1. Committee Report:**

No report.

Mayor Deiter stated he is working with Park & Recreation Director Marx on the landscaping at the Brillion Community Center. He also stated that Marx is concerned with trying to find umpires for the baseball games. It appears that the some umpires do not like to umpire games due to parents yelling at them during the games.

**C. Library Board:**

**1. Committee Report:**

No report.

**D. Utility Commission:**

Mayor Deiter stated this Compliance Maintenance Report is a “report card” on the Wastewater Treatment Plant. Gosz stated this “report card” is better than last year’s report.

**1. Resolution** – Sonnabend moved to adopt Resolution RE15-15 the 2014 Compliance Maintenance Annual Report as presented. Seconded by Wenzel. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**2. Construction of Well #5 – Sam’s Well Drilling, Inc. – Change Order #1:**

Amy Vaclavik, McMahon, explained that Sam’s Well Drilling spent a lot of effort developing Well #5 and did return the well to the capacity at where it should be. Well #5 has been operating for the last several weeks with no problems. She explained that the Utility Commission is willing to split the cost of the extra work with Sam’s. The Utility Commission is still negotiating on some of the final bid items yet, so one (1) more Change Order is coming yet.

**Motion** – Sonnabend moved to approve Change Order #1 for Sam’s Well Drilling Inc contract with the City of Brillion for the construction of Well #5. Seconded by Wenzel.

Van Frachen stated he feels this cost is not the City’s fault. Nies agreed. Mayor Deiter explained that a contractor is not able to see in the ground and during construction of a well there are unknowns that can happen. Mayor Deiter explained, as far as the pouring of the grout for Well #5, the DNR would not allow Sam’s to quit pouring the grout until the casing was full. If Sam’s would have stopped pouring the grout, the DNR would have not approved use of the Well.

Sonnabend explained the Utility Commission discussed these expenses at length and felt it would cost the City more to take Sam’s to Court on these expenses. Nies stated she felt that Sam’s should have known more. Vaclavik explained the contractor can’t see outside of the casing.

Roll call vote taken. 6 votes cast. Motion carried unanimously.

**Update on Other Projects:**

Vaclavik gave a brief report on the following projects:

**1. Safe Routes to School Project:**

The asphalt has been poured on the trail and the concrete for the ramps have also been poured. Gosz explained the asphalt on the trail is 6” too far south than it should be. She is currently working with the contractor on this.

**2. N. Columbus Avenue Project:**

(Approved)

The contractor for the pipe bursting arrived in the City last week and placed notices on the property owner's doors. The City was not aware they arrived last week. Building Inspector Mike Angoli is currently going door to door to talk to the residents on that street regarding this project. The property owners that do not need to have their laterals replaced will be sent a notice informing them that they do not need to have their lateral replaced. The pipe bursting company will return the week of July 6<sup>th</sup>. Krucek Construction will be working on the water main soon.

**3. S. Columbus Avenue Projects:**

Immel Construction is almost complete with the storm sewer work on S. Columbus Avenue. They will be back the week of July 13<sup>th</sup> to complete the storm sewer work. M & E Construction will be in the City the week of July 13<sup>th</sup> to work on the pipe bursting.

**E. Redevelopment Authority Commission:**

**1. Commission Report:**

No report.

**F. Committee of the Whole:**

**1. Sidewalk Inspection and Maintenance Policy:**

**Motion** – Van Frachen moved to adopt the Sidewalk Inspection and Maintenance Policy as presented.

Seconded by Sonnabend.

Gosz explained she will have DPW Staff start marking those sidewalks that need to be repaired/replaced yet this year. They will start in the areas of the City where the next I & I Project is scheduled.

Roll call vote taken. 6 votes cast. Motion carried unanimously.

**2. Ordinance – Noxious Weeds:**

**Motion** – Wenzel moved to set a Public Hearing date for Monday, July 27, 2015 at 6:45 PM to hear testimony for or against the proposed ordinance as it relates to noxious weeds. Seconded by Brick.

Mayor Deiter stated this year there have been several properties in the City with noxious weeds issues. Gosz explained she is currently drafting a Fee Structure with City Staff and should have that Fee Structure available for the July City Council meeting.

Call vote taken. Motion carried unanimously.

**G. Cemetery Commission:**

**1. Commission Report:**

No report.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Van Frachen questioned the proposed Splash Pad to be installed in the pool at the Brillion Community Center.

**COMMUNICATIONS – CITY ADMINISTRATOR/CLERK-TREASURER'S OFFICE:**

Gosz submitted a written report and stated the last Watershed Task Force meeting was very informative. This Task Force will meet next in August. Mayor Deiter stated a 43" pipe was found at the Brillion Iron Works which is a concern with the water flowing from that pipe into the City. Gosz also informed the City Council that the City could be fined \$10,000 a day by the DNR if the City doesn't continue with its I & I Projects. The City could be fined \$25,000 a day by the DNR if we knowingly violate the agreement with the DNR.

(Approved)

**MAYOR'S REPORT:**

No report.

**PRESS TIME:**

No questions.

**ADJOURNMENT:**

**Motion** – Sonnabend moved to adjourn the meeting. Seconded by Van Frachen. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:09 PM.

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Gary Deiter, Mayor

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Joy L. Buboltz, Deputy Clerk-Treasurer