

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

November 23, 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, Mel Edinger, Crystal Fhlug, 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, Community Development Director Cheryl Welch, 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 written. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

APPROVAL OF MINUTES – OCTOBER 26, 2015 REGULAR CITY COUNCIL MEETING:

Motion – Edinger moved to approve the minutes of the October 26, 2015 Regular City Council Meeting. Seconded by Wenzel. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Amy Vaclavik from McMahon and Jon Cameron from Ehlers & Associates.

CONSENT AGENDA:

A. Acceptance of Minutes:

Brillion Library Board Meeting of 10/21/2015, Park & Recreation Commission meeting of 11/11/2015, Plan Commission meeting of 11/2/15, Committee of the Whole Meeting of 11/9/2015, and the Water and Sewer Utility Commission Meeting of 11/16/2015.

B. Approval of Vouchers:

- 1. General Fund: \$76,235.26:**
- 2. Reserves =\$148,451.31:**
- 3. Contingency = \$0.00:**
- 4. TIF Expenditures=\$215.00:**

C. Approval of Payroll:

D. Approval of License Applications:

- 1. Operator Licenses – New: Caitlynn B. Johnston, Melissa Rae Stimers, Nathan John Young:**

Motion – Edinger 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 November 23, 2015 Committee of the Whole Meeting. Seconded by Van Frachen. Roll call vote taken. 7 votes cast. Motion carried unanimously.

(Approved)

E. Approval of Appointments:

1. Brillion Housing Authority:

Motion – Edinger moved to confirm Mayor Deiter’s appointment of Jean Van Frachen to the Brillion Housing Authority. Seconded by Nies. Call vote taken. Motion carried unanimously.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Chief Mignon submitted a written report.

6:50 PM – PUBLIC HEARING – ORDINANCE – CLEAR WATER SEPARATION INSPECTION:

Mayor Deiter opened the Public Hearing at 6:50 PM and asked three (3) times for testimony for or against the proposed rezoning. No testimony given. Mayor Deiter closed the Public Hearing at 6:51 PM.

B. Park & Recreation:

Recreation Director Ann Marx submitted a written report and reported that Marissa Kohlbeck will be the new Tae Kwon Do Instructor.

Edinger asked what “pickle-ball” is. Marx stated “pickle-ball” is similar to tennis. She is looking at adding pickle-ball court lines onto the tennis court.

C. Library:

Librarian Moede submitted a written report and reported on the following:

- The Library Friends will be holding a silent book auction from November 23rd through December 14th.
- The Library is adding Ancestry.com and AtoZ database to the Library programs offered.

D. Community Development:

Community Development Director Welch submitted a written report and reported that she will be working on creating a Committee on trails after the first of the year. She also continues to work on filling vacant buildings in the City.

E. Fire Department:

Fire Chief submitted a written report and reported there have been a lot of training going on and a lot of calls lately.

COMMITTEE REPORTS:

A. Plan Commission:

1. Consideration of “Resolution Approving an Amendment to the Project Plan of Tax Incremental District No. 4, City of Brillion, Wisconsin:

Jon Cameron, Ehlers & Associates, explained that to date there has been no amendments made to TIF #4, which was created in July 2007. This amendment is for the purpose of providing development incentives on a pay as you go basis for an expansion at Professional Plating.

Cameron explained the current Project Plan provides for an estimated total project cost expenditures of \$3,653,000. To date project costs have totaled approximately \$2,972,183. Professional Plating is looking for incentives of \$1,000,000. The gap amount is \$319,183.

Cameron explained how the “pay as you go basis” is handled. This project would not count against the City’s general obligation debt. Bond Counsel would be involved with this amendment, with those costs being bore by Professional Plating. Cameron explained that currently the life of TIF #4 is 20 years and with this amendment the life of this TIF will not be lengthened.

(Approved)

Edinger asked if there are any costs to the City with this amendment. Cameron stated no.

Motion – Edinger moved to approve Resolution RE15-19 amending the Project Plan of Tax Incremental District #4 in the City of Brillion. Seconded by Wenzel. Roll call vote taken. 7 votes cast. Motion carried unanimously.

B. Tesch Street Footbridge:

Mayor Deiter reported the Plan Commission discussed the Tesch Street Footbridge and felt that the bridge is unsafe and it would be costly to repair/replace. Ron Wolf, McMahan, has estimated a cost of \$15,000-\$20,000 for the studies that would be required in repairing/replacing that bridge. This does not include the cost to repair/replace that bridge. Edinger asked if there will be costs for removing that bridge. Mayor Deiter stated he will be obtaining quotes to remove that bridge.

Motion – Van Frachen moved to remove the Tesch Street Footbridge due to safety and monetary concerns. Seconded by Brick.

Edinger asked if there is any other route for the children to walk, other than over that bridge. Mayor Deiter stated that Spring Creek is building up with sediment, which is a concern on drainage. Gosz explained there is a permit process the City will need to go through in order to dredge Spring Creek, which should be done next year.

Edinger stated he would like to have the Plan Commission review this issue for the safety of the children. The City does not want to create other safety issues.

Call vote taken. Motion carried unanimously.

6:45 PM – PUBLIC HEARING – 2016 BUDGET:

Mayor Deiter opened the Public Hearing at 6:47 PM and asked three (3) times for testimony for or against the proposed 2016 Budget. No testimony given. Mayor Deiter closed the Public Hearing at 6:48 PM.

B. Park & Recreation:

1. Committee Report:

No report.

C. Library Board:

1. Committee Report:

No report.

D. Utility Commission:

1. 2005 E. National Avenue Utility Extension – Special Assessments:

Edinger asked if there is any cost to the City in deferring these special assessments. Gosz explained just paying back the debt with no revenue being generated.

Motion – Sonnabend moved to defer the 2005 E. National Avenue Utility Extension Special Assessments for an additional five (5) years. Seconded by Nies. Roll call vote taken. 7 votes cast. Motion carried unanimously.

2. Contract Between the City of Brillion and Midwest Contract Operations, Inc.:

Motion – Wenzel moved to approve the Contract between the City of Brillion and Midwest Contract Operations, Inc. (MCO) for the management of the Water and Wastewater Utilities for the City of Brillion. Seconded by Edinger.

(Approved)

Van Frachen asked if the Utility has looked at hiring a City employee to handle the management of the water and wastewater utilities. Nies explained the City use to have the Director of Public Works oversee the utilities, but changed that to a contract with MCO instead. Gosz explained that MCO has resources available for the City to use that the City could never have.

Roll call vote taken. 7 votes cast. Motion carried unanimously.

E. Redevelopment Authority Commission:

1. Commission Report:

No report.

F. Committee of the Whole:

1. 2016 Employment Agreements:

Motion – Wenzel moved to approve the 2016 Employment Agreements. Seconded by Edinger. Roll call vote taken. 7 votes cast. Motion carried unanimously.

2. Approval of Fire Fighter Applications:

Motion – Sonnabend moved to approve the Fire Fighter applications of Nicholas Link, Cody Solberg, Brian Link, and Luke Fischer to the Brillion Fire Department. Seconded by Nies. Call vote taken. Motion carried unanimously.

3. N. Columbus Avenue Project – Profile Mill for Curb:

Motion – Edinger moved to abort the project due to monetary costs. Seconded by Brick. Roll call vote taken. 7 votes cast. 6 yes votes cast by Brick, Edinger, Fflug, Sonnabend, Van Frachen, and Wenzel. 1 no vote cast by Nies. Motion carried.

4. Sale of 1990 Dump Truck:

Motion – Sonnabend moved to approve the sale of the 1990 Dump Truck in the amount of \$6,300. Seconded by Brick. Roll call vote taken. 7 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Commission Report:

No report.

H. Tourism Committee:

1. Committee Report:

Welch reported that Sarah Pielhop has agreed to be a member of the Tourism Committee.

OLD BUSINESS:

A. Resolution – 2016 Budget:

Motion – Van Frachen moved to adopt Resolution #RE15-20 adopting the 2016 Budget for the City of Brillion. Seconded by Edinger.

Gosz reported the mill rate for the City of Brillion is \$22.08, which is six (6) cents less than last year.

Roll call vote taken. 7 votes cast. Motion carried unanimously.

NEW BUSINESS:

None.

COMMUNICATIONS – CITY ADMINISTRATOR/CLERK-TREASURER’S OFFICE:

Gosz submitted a written report and reported on the following:

(Approved)

- The Upper Manitowoc River Watershed Task Force has concluded their yearlong study of the Watershed. They finalized recommendations to address the long term storm water problems. Calumet County Planning Department will now oversee this issue.
- December calendar.
- Invitation to Professional Plating.

MAYOR'S REPORT:

No report.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn the meeting. Seconded by Edinger. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:10 PM.

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk-Treasurer