

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

January 11, 2016

Brillion Community Center

6:00 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 6:00 PM.

ROLL CALL:

Present were Mayor Gary Deiter, Alderpersons Mel Edinger, Crystal Fflug, Betty Nies, Wally Sonnabend, Larry Van Frachen, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Fire Chief Rich Janke, and Police Chief JoAnn Mignon. Absent was Alderperson Robert Brick.

GUESTS:

Troy Jansen from Gold Cross Ambulance Service.

APPROVAL OF THE AGENDA:

Motion – Nies moved to approve the agenda. Seconded by Sonnabend. Call vote. Motion carried unanimously.

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
DECEMBER 14, 2015:**

Motion – Edinger moved to approve the minutes of the December 14, 2015 Committee of the Whole. Seconded by Van Frachen. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

PROTECTIONS OF PERSONS & PROPERTY:

A. Ambulance Department:

1. Review of Monthly Reports:

Jansen reported the Financial Reports are not available; however, year-end is looking very favorable. These reports will be available at the February 8th Committee of the Whole meeting. Jansen reported there were 36 calls in the month of December; 27 in the City of Brillion, 3 in the Town of Brillion, and 6 outside of the City.

Jansen reported on the No Transport calls. He reported there were approximately 15 ambulance calls to date; 3 were in the Town of Woodville.

Mayor questioned how ambulance is staffed when the Brillion Ambulance is out. Jansen explained a rig from the Valley covers and posted in the Hilbert area to cover all. Mayor Deiter asked if the Brillion Police Department is made aware of this. Chief Mignon will check with the Calumet County Sheriff's Department to make sure Dispatch notifies the Brillion Police Department when an ambulance from the Valley comes to post in Hilbert.

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Jansen reported the Town of Brillion First Responders are paid on call and will help if needed until an ambulance can arrive.

Jansen reported that Mark Fredrickson will have the financial year end reports at the February meeting.

B. Police Department:

1. Review of Monthly Report:

Chief Mignon reported on the following:

- DNR Registration will no longer be available beginning February 15th. However, the Brillion Police Department will continue with CVR's.
- Staff updates.
- Joint hiring process between Brillion, Chilton, New Holstein, and Kiel. She stated Brillion's beginning part-time wages are lower than these other agencies in the County. This may want to be reviewed for adjustment.
- Shop with a Cop/Adopt a Family.

2. Ordinance Regarding Sex Offenders:

Chief Mignon reported laws have changed in which any Judge can decide where a sex offender can be located. A draft ordinance is being reviewed by all agencies in Calumet County. Chief Mignon will have a draft available by the next Committee of the Whole meeting.

C. Fire Department:

1. Review of Monthly Report:

The Monthly Report was reviewed by the Committee.

2. Equipment Replacement:

Fire Chief Janke reviewed the Fire Department's Capital Plan. He explained to continue with the Plan the next purchase would be a heavy rescue engine 81. The Plan to replace this would be with a large piece that would replace the smaller pieces.

Gosz suggested looking at all of the Department's Capital Plans to determine a 5 Year Financial Plan.

Sonnabend questioned the timeframe in getting a heavy equipment vehicle. Chief Janke stated 6-month planning with 9-months to a year to build.

D. Municipal Court:

1. Review of Monthly Report:

The January Monthly Reports will be emailed to the Committee of the Whole members when they become available.

CITY BUILDINGS AND GROUNDS:

A. Review of Monthly Report:

Gosz explained that DPW Working Leadman Jandrey submitted a Monthly Report. He reported on the first snow season event and what all went wrong.

Approved

B. Snow Removal Policy:

Gosz explained Staff will review and record issues this snow season and look at what needs to be changed with the Policy. She reported on the procedures that will be done on sidewalk snow removal requests. This will also be used for sump pump violation notices.

Mayor Deiter stated the pay rate for part-time snow removal help is low. Sonnabend agreed stating the received calls from 2 business owners asking when the City is going to pay snow plow drivers the rate needed to get them to work. Gosz will get comparisons from other communities.

Mayor Deiter commended the DPW Working Leadman and DPW Staff for the good job done with this bad snowstorm.

FINANCING & PURCHASING:

No report.

PERSONNEL:

No report.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Nies moved to adjourn. Seconded by Edinger. Call vote. Motion carried unanimously. The meeting adjourned at 6:50 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer