

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

February 22, 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 Bob Brick, Mel Edinger, Crystal Fflug, Betty Nies, Larry Van Frachen, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Police Chief JoAnn Mignon. Absent was Alderperson Wally Sonnabend.

GUESTS:

Ed Bryne from The Brillion News and Gary Lemke from the Calumet County Civic Association.

APPROVAL OF THE AGENDA:

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
FEBRUARY 8, 2016:**

Motion – Brick moved to approve the minutes of the February 8, 2016 Committee of the Whole. Seconded by Van Frachen. Call vote. Motion carried unanimously.

CITIZEN INPUT:

Gary Lemke from the Calumet County Civic Association was present. Lemke explained the purpose of the Calumet County Civic Association (CCCA) which is over 40 years in membership. Win Riemer was one of the first in Brillion to serve on the CCCA. He explained it is not an official entity, but that they are a Civic Association to represent Calumet County members as a whole as one voice.

Lemke explained issues the CCCA supported in the past were flood control, the Calumet County sales tax, save the Lake Winnebago Campaign, railroad in Potter, the roundabout on County N and USH 10, historical property in Forest Junction, and many other projects. They are a registered corporation in Wisconsin with the purpose of one (1) voice. They strive to have a Representative from all communities in Calumet County. Dues are \$60 per year and if you attend the meeting you pay for your own meals. They have speakers at the meetings.

Lemke hopes to have continued membership from Brillion. Anyone from the community can represent the City at the meetings.

Mayor Deiter will put this on a future Committee of the Whole agenda to determine a representative from the City of Brillion for continued support.

Approved

FINANCING & PURCHASING:

A. Review of Vouchers:

1. 2015 Vouchers:

1. General Fund - \$1,759.61:

Motion – Edinger moved to recommend to City Council to approve the 2015 General Fund vouchers in the amount of \$1,759.61. Seconded by Brick. Call vote taken. Motion carried.

B. Reserves - \$691.72:

Motion – Wenzel moved to recommend to City Council to approve the 2015 Reserves Expenditure vouchers in the amount of \$691.72. Seconded by Edinger. Call vote taken. Motion carried.

C. Contingency - \$0.00:

None.

D. TIF Expenditures - \$0.00:

None.

A. Review of Vouchers:

1. 2016 Vouchers:

1. General Fund - \$988,557.51:

Motion – Edinger moved to recommend to City Council to approve the 2016 General Fund vouchers in the amount of \$988,557.51. Seconded by Van Frachen. Call vote taken. Motion carried.

B. Reserves - \$13,817.48:

Motion – Van Frachen moved to recommend to City Council to approve the 2016 Reserves Expenditure vouchers in the amount of \$13,817.48. Seconded by Brick. Call vote taken. Motion carried.

C. Contingency - \$0.00:

None.

D. TIF Expenditures - \$231,129.85:

Motion – Nies moved to recommend to City Council to approve the 2016 TIF Expenditure vouchers in the amount of \$231,129.85. Seconded by Wenzel. Call vote taken. Motion carried.

B. Review of License Applications:

1. Operator Licenses – New: Heather Lee, Dorri Schmidt, Beth Moehn

Motion – Edinger moved to recommend to City Council to collectively approve an Operator License to Heather Lee, Dorri Schmidt, and Beth Moehn. Seconded by Wenzel. Call vote. Motion carried.

C. Review of Payroll:

Motion – Van Frachen moved to recommend to City Council to collectively approve the February 5, 2016 and the February 19, 2016 Payrolls. Seconded by Edinger. Call vote. Motion carried unanimously.

Approved

PROTECTION OF PERSONS & PROPERTY:

A. Approval of Fire Fighter Applications:

Janke presented four (4) new Fire Fighter Applications. All four (4) applicants have been interviewed and will require ninety-six (96) hours of Fire Fighter training.

Motion – Edinger moved to recommend to City Council the four (4) new Fire Fighter applications for the Brillion Fire Department. Seconded by Van Frachen. Call vote. Motion carried unanimously.

B. Ordinance Regarding Sex Offenders:

Police Chief Mignon reported the City Attorney has reviewed the proposed Ordinance and recommended its approval. Edinger questioned the distance restrictions in the proposed Ordinance. Mignon stated there are limitations; however, it does not limit the entire City. A map will be created.

Motion – Edinger moved to recommend to City Council to set a Public Hearing date of March 28, 2016 at 6:45 PM regarding the proposed Ordinance on Sex Offenders. Seconded by Nies. Call vote. Motion carried unanimously.

CITY BUILDINGS AND GROUNDS:

No report.

PERSONNEL:

A. Personnel Policy Manual – Amendment:

Gosz explained the proposed amendments are just for clarification and is not a change in any of the benefits currently offered to City employees. Gosz pointed out that because municipal created Fire Departments are under the control and supervision of the municipal governing body, it is recommended that each Fire Department member receives and acknowledges the City's Personnel Manual.

Wenzel questioned if all of the policies in the Manual pertain to Fire Fighters. She suggested this be reviewed and better identified before giving it to each Fire Department member.

Gosz will review this further and present an amendment at their March 14th Committee of the Whole meeting.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Edinger moved to adjourn. Seconded by Van Frachen. Call vote. Motion carried unanimously. The meeting adjourned at 6:40 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer