

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

April 25, 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, Vicki Shafran, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Police Lieutenant Kirk Schend.

GUESTS:

None.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF MARCH 28, 2016:

Motion – Wenzel moved to approve the minutes of the March 28, 2016 Committee of the Whole. Seconded by Sonnabend. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

FINANCE & PURCHASING:

A. Review of Vouchers:

1. General Fund=\$68,917.29:

Motion – Sonnabend moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$68,917.29. Seconded by Brick.

Edinger questioned the use of the third squad car. Lieutenant Schend stated it is used quite often. The use is monitored by the Police Chief or Police Lieutenant.

Call vote taken. Motion carried.

B. Reserves - \$17,645.79:

Motion – Brick moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$17,645.79. Seconded by Wenzel. Call vote taken. Motion carried.

C. Contingency - \$0.00:

None.

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D. TIF Expenditures - \$0.00:

None.

B. Review of License Applications:

1. Operator Licenses – New: Michelle M. Gray, Stephany Lynn Spencer, Shawn Calaway:

Motion – Edinger moved to recommend to City Council to collectively approve an Operator License to Michelle M. Gray, Stephany Lynn Spencer, and Shawn Calaway. Seconded by Brick. Call vote. Motion carried.

2. Temporary Class “B” License – Brillion City Community Drive:

Motion – Wenzel moved to recommend to City Council to grant a Temporary Class “B” License to the Brillion City Community Drive. Seconded by Sonnabend. Call vote. Motion carried.

3. Dog & Cat Kennel Permit – 215 Cleveland Street:

Motion – Wenzel moved to recommend to City Council to grant a Dog Kennel Permit to the property owner at 215 Cleveland Street. Seconded by Sonnabend. Call vote. Motion carried.

C. Review of Payroll:

Motion – Nies moved to recommend to City Council to approve the April 1, 2016 and the April 15, 2016 Payroll. Seconded by Wenzel. Call vote. Motion carried unanimously.

PROTECTION OF PERSONS & PROPERTY:

A. Brillion Optimist Club Parade:

Motion – Edinger moved to recommend to City Council to approve the Brillion Optimist Club Parade request. Seconded by Shafran. Call vote. Motion carried unanimously.

CITY BUILDINGS AND GROUNDS:

A. Hacker Dam Inspection:

Motion – Sonnabend moved to table the Hacker Dam Inspection to the May 23, 2016 Committee of the Whole and City Council meetings. Seconded by Nies. Call vote. Motion carried.

B. Pavement Sealing:

Gosz reported the DPW Leadman is currently working on obtaining prices from vendors for S. Columbus Avenue, Dewey Street, Trier Street, and Schley Street. This will be available in May. Nies stressed the need to look at the overall City streets plan. There are many streets not on the I/I 5 Year List that need work done. Mayor Deiter stated City Staff will continue to work on this.

PERSONNEL:

A. Part-Time Administrative Assistant:

Gosz reported the current Part-Time Administrative Assistant will not be returning from family medical leave. Gosz will advertise for the position.

NEW BUSINESS:

None.

ADJOURNMENT:

Approved

Motion – Sonnabend moved to adjourn. Seconded by Brick. Call vote. Motion carried unanimously. The meeting adjourned at 6:11 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer