

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

May 9, 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, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Police Chief JoAnn Mignon. Absent was Alderperson Bob Brick.

GUESTS:

Mark Fredrickson from Gold Cross Ambulance Service and DPW Working Leadman Dennis Jandrey.

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
APRIL 25, 2016:**

Motion – Sonnabend moved to approve the minutes of the April 25, 2016 Committee of the Whole. Seconded by Shafran. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

PROTECTION OF PERSONS & PROPERTY:

A. Ambulance Department:

1. Review of Monthly Reports:

Fredrickson reviewed the Operational Report with the Committee. He reported there were 40 calls in April, of which 32 were billable. April was the best month in ambulance sales for the year to date.

Fredrickson reported he will be making changes to the layout of the Operational Report. This change will be done in June or July.

Fredrickson reviewed the Financial Report with the Committee. He reported year to date shows positive \$13,414.53 revenue over expenditures.

Edinger questioned staffing levels. Fredrickson reported that Troy Jansen hired three (3) part time individuals. Staffing level is good.

2. Ambulance Rig Repairs:

Approved

Fredrickson reported the injectors in the engine of the backup rig are being replaced.

B. Police Department:

1. Review of Monthly Report:

Police Chief Mignon reported on the following:

- ATV Park Rules have been proposed. There will be changes to the ATV Ordinance related to recent State law changes. This is being reviewed by City Attorney King.
- She explained the reason for mileage reimbursement for training.
- She will be attending the National Police Week ceremonies in Washington, D.C.

Mayor Deiter mentioned the recent vandalism at Peters Park.

C. Fire Department:

1. Review of Monthly Report:

No report.

D. Municipal Court:

1. Review of Monthly Report:

The Monthly Municipal Court Report was submitted and reviewed by the Committee.

CITY BUILDINGS AND GROUNDS:

A. Request for Bids – Pavement Sealing:

Jandrey reported he contacted Scott Construction to chip seal and wedge Columbus Avenue and chip seal Trier Street, Dewey Street, and Schley Street, which would cost approximately \$24,000. The streets would be sealed, but will still have bumps in the road where patch work was done. Milling the street would be the only way to level the road. Chip seal will last 5-7 years.

Jandrey suggested wedging edges on Columbus Avenue and chip seal, and to just chip seal on Trier Street, Dewey Street, and Schley Street.

Motion – Edinger moved to request bids to wedge and chip seal Columbus Avenue from Hwy 10 to Center Street and to chip seal Trier Street, Dewey Street, and Schley Streets. Seconded by Sonnabend. Motion carried.

Gosz stated bids will be presented to the City Council on May 23rd for approval.

B. DPW Summer Projects:

The Committee reviewed the list of DPW Summer Projects.

Edinger questioned the compost site if gravel could be added by the bins. Jandrey explained the lawn clippings seeps into the gravel when it rains causing the area to get soggy. He suggested having the area chip sealed.

C. Street Capital Improvement Plan:

Approved

Gosz reported on a meeting with the City Engineers and MCO on the areas to include in the Capital Improvement Plan. The following was discussed to be added to the Capital Improvement Plan:

- Water Main Loops.
- Future I/I Project areas.
- Street work on Springdale Drive, Roselawn Drive, Valley View Drive, Bentwood Drive, Homewood Drive, and Sunrise Circle.

Wenzel suggested adding the road at the Community Cemetery to the list.

FINANCE AND PURCHASING:

No report.

PERSONNEL:

Gosz reported applications for the Part Time Administrative Assistant position are due on Friday, May 13th.

NEW BUSINESS:

Mayor Deiter reported he and City Administrator Gosz will be meeting with Keith DuQuaine to discuss future residential development plans.

ADJOURNMENT:

Motion – Edinger moved to adjourn. Seconded by Sonnabend. Call vote. Motion carried unanimously. The meeting adjourned at 6:51 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer