

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

July 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 Bob Brick, Mel Edinger, Crystal Fflug, Wally Sonnabend, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Police Captain Kirk Schend. Absent was Alderperson Betty Nies.

GUESTS:

Troy Jansen from Gold Cross Ambulance Service.

APPROVAL OF THE AGENDA:

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
JUNE 27, 2016:**

Motion – Sonnabend moved to approve the minutes of the June 27, 2016 Committee of the Whole. Seconded by Shafran. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

FINANCE & PURCHASING:

A. Review of Vouchers:

1. General Fund - \$15,846.31:

Motion – Wenzel moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$15,846.31. Seconded by Sonnabend. Call vote taken. Motion carried.

B. Reserves - \$9,910.16:

Motion – Sonnabend moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$9,910.16. Seconded by Wenzel. Call vote taken. Motion carried.

C. Contingency - \$0.00:

None.

D. TIF Expenditures - \$0.00:

None.

B. Review of License Applications:

Approved

1. Operator License – New: Ellen M. Hughes, Zachary Zeller, Sarah Jeanne Pielhop, Rozzi L. Markgraf, Brad Fredrick:

Motion – Edinger moved to recommend to City Council to grant an Operator License to Ellen M. Hughes, Zachary Zeller, Sarah Jeanne Pielhop, Rozzi L. Markgraf, and Brad Fredrick. Seconded by Brick. Call vote taken. Motion carried.

2. Operator License – Renewal: Terence C. Kabat:

Motion – Edinger moved to recommend to City Council to grant an Operator License to Terence C. Kabat. Seconded by Brick. Call vote taken. Motion carried.

3. Temporary Class “B” Beer/Picnic License: Brillion Optimist Club – A Walk Through Brillion Event:

Motion – Edinger moved to recommend to City Council to grant a Temporary Class “B” Beer/Picnic License to the Brillion Optimist Club – A Walk Through Brillion Event. Seconded by Brick. Call vote taken. Motion carried.

C. Review of Payroll:

Motion – Sonnabend moved to recommend to City Council to approve the July 11, 2016 payroll amount. Seconded by Wenzel. Call vote taken. Motion carried.

PROTECTION OF PERSONS & PROPERTY:

A. Ambulance Department:

1. Review of Monthly Reports:

Jansen reported there were 33 responses in June, three (3) No Transports. He reported there are 16 calls year to date in the Town of Woodville.

Jansen reported the Financial Reports will be done by the end of the week.

Jansen reported three (3) EMT’s have transitioned to IV Techs. Jansen reported on Staff changes. Medical leave of staff will result in some wage changes in the Financial Report. This should level out in July.

Jansen explained the training requirement of staff.

B. Police Department:

1. Review of Monthly Report:

Captain Schend reported on recent cases in the Police Department.

Mayor Deiter questioned if there needs to be discussion with Calumet County on issues with the radio communications. Schend briefly explained the issues/problems with the current VHF System. Schend suggested this be discussed with Calumet County.

C. Fire Department:

1. Review of Monthly Report:

No report.

D. Municipal Court:

Approved

1. Review of Monthly Report:

The Monthly Report was reviewed by the Committee.

CITY BUILDINGS AND GROUNDS:

A. Closed Session per W.S.S. 19.85(1) (e):

Motion – Edinger moved to go into Closed Session per W.S.S. 19.85(1) (e). Seconded by Sonnabend. Motion carried.

The Committee went into Closed Session at 6:22 PM.

B. Consider Purchase of Property:

Motion – Sonnabend moved to recommend to City Council to purchase Parcel ID #15324 and Parcel ID #15326 from Keith Ondrasek for \$39,100 with the fountain to be taken from the Contingency Fund. Seconded by Edinger. Motion carried.

C. Open Session:

Motion – Edinger moved to go back into Open Session. Seconded by Brick. Motion carried.

The Committee returned to Open Session at 6:47 PM.

PERSONNEL:

Mayor Deiter reported a full time DPW Worker is still out on medical leave.

NEW BUSINESS:

None.

ADJOURNMENT:

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

Lori M. Gosz
City Administrator/Clerk-Treasurer