

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

August 22, 2016

Brillion Community Center

6:30 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 6:40 PM with the Pledge of Allegiance recited by those in attendance.

ROLL CALL:

Present were Mayor Gary Deiter, Alderpersons Robert Brick, Mel Edinger, Betty Nies, Vicki Shafran, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief JoAnn Mignon, Fire Chief Rich Janke, Community Development Director Cheryl Welch, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Alderperson Crystal Fhlug, Park & Recreation Director Ann Marx, and City Librarian Chris Moede.

APPROVAL OF THE AGENDA:

Motion –Sonnabend moved to approve the agenda as printed and circulated. Seconded by Edinger. Call vote taken. Motion carried unanimously.

APPROVAL OF MINUTES – JULY 18, 2016 REGULAR CITY COUNCIL MEETING:

Motion – Edinger moved to approve the minutes of the July 18, 2016 Regular City Council Meeting. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

David Norby from The Brillion News, Joey Diener and Eric Burich from the Brillion Fire Department, and Amy Vaclavik from McMahan.

CONSENT AGENDA:

A. Acceptance of Minutes:

Water & Sewer Utility Commission meeting of 7/18/16, Library Board meeting of 7/20/16, Plan Commission meeting of 8/1/16, Park & Rec Commission meeting of 8/4/2016, Committee of the Whole meeting of 8/8/2016, Water & Sewer Utility Commission meeting of 8/15/16.

B. Approval of Vouchers:

- 1. General Fund: =\$114,581.34:**
- 2. Reserves =\$133,916.62:**
- 3. Contingency = \$1,586.50:**
- 4. TIF Expenditures=\$0.00:**

C. Approval of Payroll:

D. Approval of License Applications:

- 1. Operator License – New: Brianna Larke, Derek Emmer, Marshall Stanelle, Alexandra L. Smith, Johnlinna Pearson, Brenda VanDen Elsen, Kim Stroobants:**
- 2. Operator License – Renewal: Jacob Eickert, Beth Gilbertson, Kristina Byrge, Dawn Dietrich:**

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3. Temporary Class “B” Beer/Picnic License: Trinity Lutheran Church – Trinity Lutheran Fall Fest at Horn Park:

4. Class B Beer License: Todd Harland Kuchenbecker for Underground Archery LLC:

Motion – Edinger moved to collectively approve the Consent Agenda with the Acceptance of Minutes, Approval of Accounts Payable and Financial Reports, the Approval of Payroll, and the Approval of License Applications as approved at the August 22, 2016 Committee of the Whole Meeting. Seconded by Brick. Roll call vote taken. 6 votes cast. Motion carried unanimously.

E. Approval of Appointments:

None.

DEPARTMENT HEAD REPORTS:

A. Police Department:

A written report was submitted.

Edinger asked Mignon her thoughts on the Paper Tigers presentation. Mignon stated she thought the presentation went well with approximately 30 people in attendance.

B. Park & Recreation:

Recreation Director Ann Marx submitted a written report.

C. Library:

Librarian Moede submitted a written report.

D. Community Development:

Welch submitted a written report and distributed to the City Council members a copy of the Downtown Visioning Report prepared by Eric Fowel from East Central Wisconsin Regional Partnership. She highlighted two (2) areas in the report which shows the importance of our downtown. She invited the City Council members to the next Downtown Visioning meeting to be held on Thursday, September 8th and will be open again to the public.

Welch pointed out the “Junk and Jewels’ list in the Report. She stated one business listed as junk is the former T&C Market building, owned by Randy Schmeidl. She reported she has been in contact with Schmeidl and has offered that the City would pay \$50,000 for the former T&C portion of his building. Schmeidl counter offered with \$100,000, if purchased by the end of year, for just that portion of the building. She informed Schmeidl that the City may need to phrase the purchase as a “friendly condemnation”. The City will then need to get the other \$50,000 from a developer in order to create a private/public partnership so that the City could look at applying for a CBG Grant next year. The City would then look at finding someone that may be willing to take down the building for materials.

Nies asked Welch if there is currently interest from individuals for moving into space when it becomes available. Welch stated no retail interest at this time, but she has received inquiries for office space availability. She reminded the City Council that the developer would be responsible for the design of the proposed building.

Nies stated she has heard inquires of businesses wanting to located along the USH 10 corridor versus locating to the downtown area. She also stated she feels there are higher priority items to focus on then this project.

Gosz stated this proposed project would be handled similar to TIF financing. Not all of the answers are here yet, but there are meetings scheduled in the future to hopefully answer some of the questions.

Edinger stated it is important for the City to control this area of the City.

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E. Fire Department:

Fire Chief Janke submitted a written report and reported that as far as the proposed Billing Ordinance for the Fire Department, this is nothing new for Fire Departments. Some local Fire Departments already have this ordinance in place. He will be moving forward on this proposed ordinance.

Fire Chief Janke also reported the Fire Department has been busy lately.

COMMITTEE REPORTS:

A. Plan Commission:

1. Commission Report:

No report.

B. Park & Recreation:

1. Commission Report:

No report.

C. Library Board:

1. Committee Report:

No report.

D. Utility Commission:

1. Agreement for Professional Services – McMahon – 2017 Custer and Jackson Street Reconstruction and Center Street I/I Reduction:

2. Agreement for Professional Services – McMahon – 2017 Mini-Storm Project:

Amy Vaclavik, McMahon, reported that the City of Brillion intends to reconstruct utilities on Custer Street and Jackson Street in 2017. Jackson Street would include replacement of sanitary mains and rehabilitation/replacement of defective sanitary laterals, water main and lateral replacements, installation of mini storm sewers and storm sewer laterals, lead water main replacement, and road reconstruction including partial replacement of curb, gutter, sidewalk, and driveway aprons. Center Street would include replacement of defective sanitary laterals, including a water lateral option, lead water main replacement, and the installation of storm laterals to each property. Pavement would be patched and final chip sealing would be done in 2018.

Vaclavik explained with the disconnection of sump pumps discharging into the sanitary sewer it has caused some icing of streets in winter and other discharge water issues between neighbors. Therefore, it is being proposed to construct mini-storm and laterals on streets where these icing and discharge issues are located. These streets are part of the 2017 Mini-Storm Project.

Vaclavik explained the Scope of Services for each project.

Edinger asked if the City would need to borrow for these projects. Gosz stated yes and that Ehlers did include these projects in their 5-Year Plan for the City. Gosz stated she will present to the City Council at their next meeting a spreadsheet with a 3-Year Plan for borrowing for the City and the possibility of receiving a grant from Rural Development for a portion of the Utility projects scheduled for borrowing.

Motion – Edinger moved to approve the Agreement for Professional Services for the 2017 Custer and Jackson Street Reconstruction and the Center Street I/I Reduction Projects. Seconded by Wenzel. Roll call vote taken. 6votes cast. Motion carried unanimously.

Motion – Edinger moved to approve the Agreement for Professional Services for the 2017 Mini-Storm Project. Seconded by Nies. Roll call vote taken. 6 votes cast. Motion carried unanimously.

(Approved)

E. Redevelopment Authority Commission:

1. Downtown Development Plan – HUB Redevelopment:

Welch asked if the City Council would allow her to access the \$50,000 in order to leverage to obtain another \$50,000 that would be needed to purchase a the former T&C building.

Motion – Wenzel moved to release the \$50,000 that had been set aside for the CDBG Grant proposal to use as seed money to access an additional \$50,000 in order to purchase the building. Seconded by Shafran.

Gosz explained how the \$50,000, to be released, was reallocated. She stated there may be some Reserve Funds available. Gosz also reported that Alderperson Fhlug did contact her and wanted her to inform the City Council that Fhlug was in favor of moving forward on this.

Roll call vote taken. 6 votes cast. 5 yes votes and 1 no vote cast by Nies. Motion carried.

F. Committee of the Whole:

1. Committee Report:

No report.

G. Cemetery Commission:

1. Commission Report:

No report.

H. Tourism Committee:

1. Committee Report:

Wenzel reported the Tourism Committee will be meeting on August 24th.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

COMMUNICATIONS – CITY ADMINISTRATOR/CLERK-TREASURER’S OFFICE:

Gosz submitted a written report and reported on the following:

- There were 362 votes for the Fall Partisan Primary election.
- Manny Vasquez from the Fox Cities Regional Partnership will be attending the September 12th COW Meeting to present information on the City of Brillion and its economic ties to the Fox Cities Regional Partnership.
- The 2016 Cleveland/Monroe Project and the I/I Project is moving along.
- She continues to work on the Ondrasek Property purchase.
- She and Police Chief Mignon are working on Police Union Contract Negotiations.

MAYOR’S REPORT:

Mayor Deiter reported that he continues to check on things in the City. He is disappointed on how the streets look and with the grass maintenance.

Mayor Deiter reported from the Calumet County Board, regarding trails, it may be possible to drive golf carts on our trails with a permit from Calumet County. Police Chief Mignon and he will be investigating this. He stated he will be looking at trying to get our trails open for riding of golf carts.

Mayor Deiter reported that it appears that Governor Walker is not budging on road improvement funds.

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Mayor Deiter reported there is concern at the Calumet County level on the increase of size on some farms in Calumet County and the aquifer around those expanding farms. Calumet County is looking at having those farmers that want to increase their amount of cattle would need obtain a permit from Calumet County to do so. Right now a farmer just needs to obtain DNR permits to expand the amount of cattle on that farm.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Brick moved to adjourn the meeting. Seconded by Edinger. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:31 PM.

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer