

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

October 24, 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 Fhlug, Betty Nies, and Wally Sonnabend. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Police Chief JoAnn Mignon. Absent were Alderperson Vicki Shafran and Alderperson Carrie Wenzel.

GUESTS:

David Norby from Zander Press.

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
OCTOBER 10, 2016:**

Motion – Edinger moved to approve the minutes of the October 10, 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 - \$82,346.87:

Motion – Edinger moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$82,346.87. Seconded by Nies. Call vote taken. Motion carried.

B. Reserves - \$182,447.44:

Motion – Edinger moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$182,447.44. Seconded by Brick. Call vote taken. Motion carried.

C. Contingency - \$2,000.00:

Motion – Sonnabend moved to recommend to City Council to approve the Contingency Expenditure voucher in the amount of \$2,000.00. Seconded by Edinger. Call vote taken. Motion carried.

D. TIF Expenditures - \$0.00:

None.

Approved

B. Review of License Applications:

1. Operator License – New: David J. Malchek, Andrea J. Braun, Sara Stuckart, Joshua Cohen:

Motion – Nies moved to recommend to City Council to grant an Operator License to David J. Malchek, Andrea J. Braun, Sara Stuckart, and Joshua Cohen. Seconded by Edinger. Call vote taken. Motion carried.

2. Operator License – Renewal: Mary Behnke:

Motion – Nies moved to recommend to City Council to grant an Operator License to Mary Behnke. Seconded by Edinger. Call vote taken. Motion carried.

C. Review of Payroll:

Motion – Edinger moved to recommend to City Council to collectively approve the September 30, 2016 payroll and the October 14, 2016 payroll amounts. Seconded by Brick. Call vote taken. Motion carried.

PROTECTION OF PERSONS & PROPERTY:

Chief Mignon reported the following:

- 159 calls in September. She explained the types of calls.
- Scams.
- Grants received to have IPAC Kits available for Officers. Two new Tasers from Ariens.

CITY BUILDINGS AND GROUNDS:

A. Road Maintenance Agreement Between the City and Town of Brillion:

Motion – Edinger moved to recommend to City the Road Maintenance Agreement between the City of Brillion and the Town of Brillion. Seconded by Brick. Call vote taken. Motion carried unanimously.

B. Winter Road Maintenance Policy:

Motion – Edinger moved to recommend to City Council the Winter Road Maintenance Policy as presented. Seconded by Sonnabend.

The Committee discussed snow plow removal. It was suggested to hire more seasonal snow plow drivers. Gosz will review this Policy with DPW Working Leadman Dennis Jandrey for any changes.

Call vote taken. Motion carried.

C. Sale of City Property – Procedure:

Mayor Deiter stated he would like the Policy to be reviewed for possible changes. He explained an appraisal can be obtained to determine the value. Edinger stated he would like to see an appraisal done for sale of property with review and recommendation on the value from the Plan Commission.

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Motion – Edinger moved to recommend to City Council the Sale of City Property Procedures to include an appraisal to determine land value to be reviewed and recommended by the Plan Commission. Seconded by Nies. Call vote taken. Motion carried.

PERSONNEL:

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

Motion – Edinger moved to go into Closed Session per W.S.S. 19.85 (1) (c). Seconded by Nies. Call vote taken. Motion carried.

The Committee of the Whole went into Closed Session at 6:19 PM.

B. Open Session:

Motion – Edinger moved to return to Open Session. Seconded by Sonnabend. Call vote taken. Motion carried.

The Committee returned to Open Session at 6:42 PM.

C. Position Description and Wage Scale – Public Works Director:

Motion – Edinger moved to recommend to City Council the Position Description for the Public Works Director as presented. Seconded by Brick. Call vote taken. Motion carried.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Edinger moved to adjourn. Seconded by Brick. Call vote. Motion carried unanimously. The meeting adjourned at 6:43 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer