

(Approved)

**REGULAR CITY COUNCIL  
MEETING  
Minutes**

**December 12, 2016**

**Brillion Community Center**

**6:30 PM**

**CALL TO ORDER:**

Mayor Gary Deiter called the meeting to order at 6:42 PM with the Pledge of Allegiance recited by those in attendance.

**ROLL CALL:**

Present were Mayor Gary Deiter, Alderpersons Mel Edinger, Betty Nies, Vicki Shafran, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Captain Kirk Schend, Assistant Fire Chief Eric Burich, Fire Captain Joey Diener, Park & Rec Director Ann Marx, Community Development Director Cheryl Welch, Librarian Chris Moede, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Alderperson Robert Brick and Alderperson Crystal Fflug.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF MINUTES – NOVEMBER 28, 2016 REGULAR CITY COUNCIL MEETING AND THE NOVEMBER 29, 2016 SPECIAL CITY COUNCIL MEETING:**

**Motion** – Sonnabend moved to approve the minutes of the November 28, 2016 Regular City Council Meeting and the November 29, 2016 Special City Council Meeting. Seconded by Edinger. Call vote taken. Motion carried unanimously.

**PUBLIC APPEARANCES:**

**A. Citizen Input:**

Sarah Pielhop from the Brillion Optimist Club gave an update on the Indoor Splash Pad. She stated the splash pad itself will be up and running by the end of the week. The priming and painting will then follow, followed by the painting of the mural. The last item will be in the installing of the bubbles on the wall. The curtain for the pool area has arrived and will be installed. The Optimist Club ordered four (4) six ft. benches that will be installed along the wall by the splash pad.

Pielhop stated a Community Party for the Indoor Splash Pad is scheduled for the first Saturday in February.

**B. Guests:**

Sarah Pielhop and Mark Owen.

**CONSENT AGENDA:**

**A. Acceptance of Minutes:**

Committee of the Whole meeting of 11/28/2016 and Park & Recreation Commission meeting of 12/1/2016

**B. Approval of Vouchers:**

- 1. General Fund: =\$15,204.17:**
- 2. Reserves =\$34,388.86:**
- 3. Contingency = \$0.00:**
- 4. TIF Expenditures=\$0.00:**

**C. Approval of Payroll:**

(Approved)

**D. Approval of License Applications:**

- 1. Operator License – New: Trevor Schuette, Kelly Bauknecht, Jessica Lemke:**
- 2. Operator License – Renewal: Barbara J. Moehr, Christal R. Braun, Leah Krahn:**

**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 December 12, 2016 Committee of the Whole Meeting. Seconded by Wenzel. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**E. Approval of Appointments:**

None.

**DEPARTMENT HEAD REPORTS:**

**A. Police Department:**

Captain Schend reported they continue to investigate on going cases.

**B. Park & Recreation:**

Recreation Director Ann Marx submitted a written report and reported on the following:

- This past Wednesday there was a water main break by the Brillion Community Center, which was repaired.
- It was noticed this morning that the flow valve meter was broken and has now been repaired.
- A new camera has been ordered for the splash pad area.
- The Brillion Community Center is looking for splash pad attendants.
- Barb Alloy will be teaching dance classes this winter.

**C. Library:**

Librarian Moede submitted a written report and reported the Friends of the Library Silent Book Basket Auction will run until December 17<sup>th</sup>.

**D. Community Development:**

Community Development Director Welch submitted a report and reported on the following:

- A kick off public/private partnership meeting to continue dialogue on the HUB Redevelopment is scheduled for December 20<sup>th</sup> at 2:00 PM at the Brillion Community Center.
- The second week of January an economic development tour will be held at the Brillion Iron Works.

**E. Fire Department:**

Fire Chief Janke submitted a written report.

**COMMITTEE REPORTS:**

**A. Plan Commission:**

**1. Committee Report:**

No report. A meeting was not held in December

**B. Park & Recreation:**

**1. Commission Report:**

Shafran reported the Brillion Community Center has been busy.

**C. Library Board:**

**1. Committee Report:**

Nies reported that the Library will meeting next week.

**D. Utility Commission:**

(Approved)

Sonnabend reported the Utility Commission will be meeting Monday, December 19<sup>th</sup>.

**E. Redevelopment Authority Commission:**

**1. Staffing of Redevelopment Authority Commission:**

Edinger reported that the Redevelopment Authority Commission will be meeting this week Thursday.

**F. Committee of the Whole:**

**1. 2017 Employment Agreement – Building Inspector:**

**Motion** – Wenzel moved to approve the 2017 Employment Agreement for the Building Inspector as amended. Seconded by Shafran. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**G. Cemetery Commission:**

**1. Commission Report:**

Nies asked that the Cemetery Commission restudy the work to be done on the roadway in the Cemetery. She has heard concerns of the proposal to chip seal that roadway. Wenzel stated she will take that concern back to the Cemetery Commission members.

**H. Tourism Committee:**

**1. Committee Report:**

Wenzel reported that the Tourism Committee is scheduled to meet in January.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

**1. Resolution – 2017 Wages/Benefits:**

**Motion** – Edinger moved to adopt Resolution #RE17-01, setting wages and benefits for 2017. Seconded by Sonnabend.

Edinger asked when the Department Heads will be setting their goals and objectives for 2017. Gosz explained that she will be meeting with each Department head to set their goals and objectives and then will be reviewing with each Department Head their goals and objects mid-year and at the end of the year. Edinger suggested that each Department look at lean initiatives while planning their goals and objectives.

Roll call vote taken. 5 votes taken. Motion carried unanimously.

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

Gosz submitted a written report and reported on the following:

- Meetings she attended.
- The first day of circulation of nomination papers was Thursday, December 1<sup>st</sup>.
- The 2016 Property Tax bills were recently mailed to property owners. The City Clerk’s office has started collecting those tax bills.
- It was suggested that each Department apply for grants in 2017.

**MAYOR’S REPORT:**

Mayor Deiter reported that Governor Walker directed his staff to find ways to give more money to municipalities for roads without raising taxes. Mayor Deiter stated the City of Brillion may need to look at going with a Wheel Tax. Mayor Deiter stated at the Calumet County level, he attended a round robin discussion and it was felt that Calumet County should not impose this wheel tax but that it should be left up to the local municipalities to impose.

(Approved)

Mayor Deiter stated he would like to see the City Council members get more involved in training opportunities and meetings/conferences that are offered.

**PRESS TIME:**

No questions.

**ADJOURNMENT:**

**Motion** – Edinger moved to adjourn the meeting. Seconded by Nies. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:07 PM.

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Gary Deiter, Mayor

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Joy L. Buboltz, Deputy Clerk/Treasurer