

(Unapproved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

February 27, 2017

Brillion Community Center

6:30 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 6:30 PM with the Pledge of Allegiance recited by those in attendance.

ROLL CALL:

Present were Mayor Gary Deiter, Alderpersons Mel Edinger, Crystal Fhlug, Betty Nies, Vicki Shafran, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief JoAnn Mignon, Fire Chief Joey Diener, Park & Rec Director Ann Marx, Librarian Chris Moede, and Public Works Director Andy Geiger. Absent was Alderperson Bob Brick.

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 – JANUARY 23, 2017 REGULAR CITY COUNCIL MEETING:

Motion – Edinger moved to approve the minutes of the January 23, 2017 Regular City Council Meeting. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

Sarah Pielhop spoke as a citizen encouraging the City Alderpersons to get residents more involved in the happenings of the City. She encouraged more communication to the public. Pielhop stated State Representative Tusler would like to meet with City Representatives. She distributed a list of dates that the City Council and City Staff would be available to meet with Representative Tusler.

B. Guests:

Sarah Pielhop, RDA Consultant Cheryl Welch, and Deputy Fire Chief Eric Burich.

CONSENT AGENDA:

A. Acceptance of Minutes:

Brillion Library Board meeting of 1/18/17, Park & Recreation Commission meeting of 2/22/2017, Plan Commission meeting of 2/6/2017, Committee of the Whole meeting of 2/13/2017, and Water & Sewer Utility Commission meeting of 2/20/2017.

B. Approval of Vouchers - 2016:

- 1. General Fund: =\$16,707.93:**
- 2. Reserves =\$0.00:**
- 3. Contingency = \$0.00:**
- 4. TIF Expenditures=\$0.00:**

C. Approval of 987,514.25:

- 2. Reserves =\$51,434.42:**
- 3. Contingency = \$4,040.00:**
- 4. TIF Expenditures=\$227,932.94:**

(Unapproved)

D. Approval of Payroll:

E. Approval of License Applications:

1. Operator License – New: Melanie K. Siebert, Randi Schultz, Darien Riemer, Katelyn Deal:

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 February 27, 2017 Committee of the Whole Meeting. Seconded by Wenzel. Roll call vote taken. 6 votes cast. Motion carried unanimously.

E. Approval of Appointments:

1. Park & Recreation Commission – Sarah Pielhop:

Motion – Shafran moved to approve Mayor Deiter’s appointment of Sarah Pielhop to the Park & Recreation Commission. Seconded by Edinger. Call vote taken. Motion carried unanimously.

6:45 PM – PUBLIC HEARING – ORDINANCE – CONTRIBUTING TO TRUANCY:

Mayor Deiter opened the Public Hearing at 6:45 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 6:46 PM.

DEPARTMENT HEAD REPORTS:

A. Police Department:

No report.

B. Park & Recreation:

Recreation Director Ann Marx reported on the following:

- Water in the basement will need to be addressed in spring with possible drain tiles and landscaping.
- Roof drainage issues.
- Water pressure problems continue.
- Jill Braun will be treating trees – volunteering her time.
- Corporate Membership Program for Ariens Company employees. She is looking at more fitness equipment.

C. Library:

Librarian Moede submitted a written report and reported on the following:

- Sump pump in elevator – problems have been repaired.
- Drainage on roof has been repaired.

D. Fire Department:

Fire Chief Diener reported on the following:

- Fire Department Flag has been ordered for City Hall.
- Officers found a rescue from Mississippi listed at \$278,000, a 2003 Pierce. Everything that is needed is on the unit; however, it is 2 inches too tall to fit in the City Hall garage. He is waiting to hear back on details and exact measurements. The Department is still looking at other options for purchase of used equipment.
- He is working with surrounding Fire Chief’s on cooperating working relationships with surrounding Fire Departments.

E. Public Works:

No report.

(Unapproved)

COMMITTEE REPORTS:

A. Plan Commission:

1. Sale of City Property – Glenview/Wolfschmidt Lots:

Gosz explained the recommendation of the Plan Commission, which is to proceed with the sale of the three (3) lots with the following requirements:

All three (3) lots to be sold to one buyer.

Minimum bid of \$12,000 per lot for a total minimum bid of \$36,000.

Residential construction must begin within one (1) year of purchase.

She explained per the City’s policy the purchaser will be responsible for paying all costs associated with the transaction, including the transfer fees, attorney fee for document preparations, recording fee for the warranty deed, any survey administration, and rezoning fees that may be required.

Edinger asked what if there is no development on the property after one (1) year. Mayor Deiter stated it can be reviewed by the Plan Commission. Mayor Deiter explained the Plan Commission made the recommendations to get the property developed.

Motion – Edinger moved to authorize the Sale of City Property for the three (3) lots on Glenview/Wolfschmidt Street with the notice of sale to include the following requirements of sale; all three (3) lots be sold to one (1) buyer with a minimum bid price of \$12,000 per lot for a total minimum bid of \$36,000, that residential construction begins within one (1) year of purchase, that the purchaser will be responsible for paying all costs associated with the transaction, including the transfer fee, attorney fees for document preparations, recording fee for the warranty deed, any survey administration, and rezoning fees that may be required. Bid to be approved at the March 27, 2017 Regular City Council Meeting. Seconded by Wenzel. Roll call vote taken. 6 votes cast. Motion carried unanimously.

B. Park & Recreation:

1. Commission Report:

Shafran thanked all involved in the splash pad opening and Sarah Pielhop in her role in the project.

C. Library Board:

1. Committee Report:

No report.

D. Utility Commission:

1. Commission Report:

Sonnabend reported the water rate increase application has been filed with the PSC.

E. Redevelopment Authority Commission:

1. Downtown Development - Update:

Cheryl Welch gave an update on the Public/Private meeting. She explained she will suggest that this be done as an Adhoc Committee to keep it going because it has been hard to get a quorum of RDA members in attendance. She stated business leaders have stressed the importance of the City Council being kept informed of this development. There may be future options for City Council action.

Property acquisition options are currently being reviewed. A CDBG Grant opportunity is being considered. She stressed the need to work as a partnership on this.

2. Brillion Iron Works Properties – Update:

Welch reported an EDA Grant is being considered for a feasibility study of the overall City development. The work being done is to make sure all things are being considered to find solutions and not just wait until the property sits with no development.

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Diener reported he walked through the property with the Building Inspector regarding fire protection on the structure. Another inspection is scheduled for later this month.

F. Committee of the Whole:

1. Squad Replacement – Purchase of 2015 Dodge Charger:

Motion – Edinger moved to proceed with the purchase of the 2015 Dodge Charger. Seconded by Shafran. Roll call vote taken. 6 votes cast. Motion carried unanimously.

2. 2017 Eagles Wings 5K Run/Walk Event:

Motion – Nies moved to approve the 2017 Eagles Wings 5K Run/Walk Event. Seconded by Wenzel. Call vote taken. Motion carried unanimously.

3. Municipal Court Bond Schedule:

Motion – Edinger moved to approve the Municipal Court Bond Schedule for 2017. Seconded by Sonnabend. Roll call vote taken. 6 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Commission Report:

No report.

H. Tourism Committee:

1. Committee Report:

Wenzel reported the next meeting is scheduled for March 15th.

OLD BUSINESS:

A. Ordinance – Contributing to Truancy:

Motion – Wenzel moved to adopt Ordinance #OR17-01 Contributing to Truancy in the City of Brillion. Seconded by Edinger. Roll call vote taken. 6 votes cast. Motion carried unanimously.

NEW BUSINESS:

None.

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

Gosz submitted a written report and reported on the following:

- WCMA (Wisconsin City/County Management Association) Regional meeting she attended in Kimberly. Good speaker on business development.

MAYOR’S REPORT:

Those present wished Mayor Deiter a Happy Birthday.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Edinger moved to adjourn the meeting. Seconded by Wenzel. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:23 PM.

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer