

(Unapproved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

March 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 Robert Brick, Mel Edinger, Betty Nies, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Deputy Fire Chief Eric Burich, Park & Rec Director Ann Marx, Librarian Chris Moede, Public Works Director Andy Geiger, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Alderperson Crystal Fhlug, Alderperson Wally Sonnabend, and Police Chief JoAnn Mignon.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES – FEBRUARY 27, 2017 REGULAR CITY COUNCIL MEETING:

Motion – Brick moved to approve the minutes of the February 27, 2017 Regular City Council Meeting. Seconded by Shafran. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

Dan Mertens stated that on the property the City owns along Glenview Avenue and Wolfschmidt Street it would cost approximately \$15,000 - \$20,000 for an individual to run laterals, remove trees, etc. to make those three (3) lots buildable lots. He stated the deadline the City placed on developing the lots are fine, but feels the City should remove the minimum asking price for those lots.

B. Guests:

Amy Vaclavik from McMahon, Phil Cossen from Ehlers, Parker Gade, Jessica O’Ken, Dan Mertens, Joe Levash, Tim Hanson.

CONSENT AGENDA:

A. Acceptance of Minutes:

Brillion Library Board meeting of 2/15/17, Park & Recreation Commission meeting of 3/2/2017, Plan Commission meeting of 3/6/2017, Committee of the Whole meeting of 3/13/2017, and Water & Sewer Utility Commission meeting of 3/20/2017.

B. Approval of Vouchers:

- 1. General Fund: =\$94,582.96:**
- 2. Reserves =\$6,641.41:**
- 3. Contingency = \$7,165.68:**
- 4. TIF Expenditures=\$0.00:**

D. Approval of Payroll:

E. Approval of License Applications:

- 1. Operator License – New: Jessica Klim, Kelsi Beattie, Steve Ness:**

(Unapproved)

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 March 27, 2017 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:

No report.

B. Park & Recreation:

Recreation Director Ann Marx submitted a report and reported that there was a roof leak over the pool this past Friday.

C. Library:

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

- In President Trump’s proposed budget there is a proposal to eliminate some funding for Libraries. This could have a negative effect on the City of Brillion’s Library.
- National Library Week is April 10th – 15th.
- Library Staff member Janet Ponschock will be retiring on April 14th. She worked for over 20 years at the Library in three (3) different time periods.

D. Fire Department:

Deputy Fire Chief Diener reported the Fire Department is looking at different avenues for the purchase of their next Fire truck.

E. Public Works:

Geiger reported on the following:

- The leaking roof at the Brillion Community Center.
- Survey work being done on Valley View Drive.
- Working with the Police Chief on the proposed wheel tax for the City of Brillion.
- Once the weather getting warmer, the DPW Staff will be working on patch work on the streets and cleaning catch basins.

COMMITTEE REPORTS:

A. Plan Commission:

1. Ordinance – No Parking – West Water Street:

Geiger explained there is a proposal to change the “no parking” on West Water Street from the south side of the street to the north side. By doing this it will allow for more street parking and open up the area in front of Carstens Mill.

Motion – Edinger moved to set a Public Hearing date for Monday, April 24, 2017 at 6:40 PM to hear testimony for or against the proposed ordinance. Seconded by Brick. Call vote taken. Motion carried unanimously.

B. Park & Recreation:

1. Commission Report:

No report.

C. Library Board:

(Unapproved)

1. Committee Report:

No report.

D. Utility Commission:

1. Commission Report:

No report.

E. Redevelopment Authority Commission:

1. Downtown Development - Update:

A. Resolution – Designating 205 N. Main Street as Blight:

Edinger reported that the last private/private partnership meeting was held in early March. The next meeting is scheduled for April 5th at 2:00 PM.

Gosz reported the RDA is asking the City Council to designate the entire property at 205 N. Main Street as “blight” including the portion occupied by Dollar General. Mayor Deiter noted that the property owner at 205 N. Main Street has a 5 year contract with Dollar General yet.

Motion – Edinger moved to adopt Resolution RE17-02 designating the entire building located at 205 N. Main Street as blight including the section that is currently occupied by Dollar General. Seconded by Brick. Roll call vote taken. 5 votes cast. 4 yes votes cast by Brick, Edinger, Shafran, and Wenzel. 1 no vote cast by Nies. Motion carried.

2. Billion Iron Works Properties – Update:

Gosz reported a meeting will be held in April with the Economic Development Group on this property.

F. Committee of the Whole:

1. Ordinance – Restriction on Operators of ATV’s/UTV’s:

Motion – Edinger moved to set a Public Hearing date for Monday, April 24, 2017 at 6:43 PM to hear testimony for or against the proposed ordinance for Restriction of Operators of ATV’s/UTV’s. Seconded by Wenzel. Call vote taken. Motion carried unanimously.

2. Ordinance – Use of Park Systems:

Motion – Wenzel moved to set a Public Hearing date for Monday, April 24, 2017 at 6:44 PM to hear testimony for or against the proposed ordinance for Use of Park Systems. Seconded by Shafran. Call vote taken. Motion carried unanimously.

3. 2017 Mini-Storm Sewer Project – Amended Agreement for Professional Services - McMahon:

Amy Vaclavik explained with this amended Agreement the added portion of Valley View Drive was included. This amended Agreement would include Valley View Drive to Bentwood Drive.

Motion – Edinger moved to approve the Amended Agreement for Professional Services with McMahon for the 2017 Mini-Storm Sewer Project. Seconded by Nies. Roll call vote taken. 5 votes cast. Motion carried unanimously.

4. 2016 Capital/Reserve Carryover:

Motion – Wenzel moved to approve the 2016 Capital/Reserve Carryover. Seconded by Edinger. Roll call vote taken. 5 votes cast. Motion carried unanimously.

5. 2017 East shore Humane Association Agreement:

Motion – Edinger moved to approve the 2017 East shore Humane Association Agreement. Seconded by Nies. Call vote taken. Motion carried unanimously.

(Unapproved)

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

Motion – Edinger moved to re-advertise for the sale of the Glenview/Wolfschmidt lots, owned by the City of Brillion, without the low bid requirement. Seconded by Shafran. Call vote taken. Motion carried unanimously.

7. Disallowance of Claim – League of Wisconsin Municipalities Mutual Insurance – Nathan Young:

Motion – Edinger moved to disallow the claim by Nathan Young. Seconded by Brick. Roll call vote taken. 5 votes cast. 4 yes votes cast by Brick, Edinger, Nies, and Shafran. 1 no vote cast by Wenzel. Motion carried.

G. Cemetery Commission:

1. Commission Report:

No report.

H. Tourism Committee:

1. Committee Report:

Wenzel reported a meeting is scheduled for some time in April.

OLD BUSINESS:

None.

NEW BUSINESS:

A. Resolution – Providing for the Sale of Approximately \$1,610,000 General Obligation Promissory

Notes:

Phil Cossen, Ehlers & Associates, was present to explain the Sale of approximately \$1,610,000 General Obligation Promissory Notes. He explained the Note is broken down between Utility Project and City Projects. With going with a Note the City would be able to move the borrowed funds around if need be. This will give the City more flexibility. Cossen explained it is the intention to bring the sale results to the City Council on April 24th with the closing of the sale on May 17th.

Cossen informed the City Council that at this time the City's borrowing capacity is fine. However, after 2019 the City will be at a borrowing capacity of 86%-87%. This will be monitored by them.

Gosz explained the effect of the closure of the Brillion Iron Works will be felt on the 2018 Tax Roll.

Motion – Edinger moved to adopt Resolution RE17-03 Providing for the Sale of Approximately \$1,610,000 General Obligation Promissory Notes. Seconded by Brick. Roll call vote taken. 5 votes cast. Motion carried unanimously.

B. Resolution – Providing for the Sale of Approximately \$945,000 Waterworks System Revenue Refunding Bonds:

Cossen explained that Jon Cameron, Ehlers & Associates, reviewed the City's water rates and the effect of the Brillion Iron Works closure. He looked at all of the options and decided that it would be beneficial to refinance the 2004 and 2010 debt by extending it three (3) years. There will be a savings to the Water Utility by approximately \$75,800. Cossen explained they are also proposing to downsize the reserve also.

Cossen explained it is the intention to bring the sale results to the City Council on April 24th with the closing of the sale on May 17th.

Gosz reported the Utility is in the process of applying for a water rate increase.

Motion – Brick moved to adopt Resolution RE17-04 Providing for the Sale of Approximately \$945,000 Waterworks System Revenue Refunding Bonds. Seconded by Edinger. Roll call vote taken. 5 votes cast. Motion carried unanimously.

(Unapproved)

C. Resolution – Preliminary – 2017 Mini-Storm Sewer Project:

Gosz reported that the bid results will be opened on April 18th. The affected property owners of the 2017 Mini-Storm Sewer Project will then be mailed a notice of their estimated special assessment for the project.

Motion – Edinger moved to adopt Resolution 17-05 declaring intent to exercise special assessment police powers under Wisconsin State Statute 60.0703 for the 2017 Mini-Storm Sewer Project and to set a Public Hearing date for Monday, April 24, 2017 at 6:45 PM to hear testimony for or against the special assessments. Seconded by Wenzel. Roll call vote taken. 5 votes cast. Motion carried unanimously.

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

Gosz submitted a written report and reported on the following:

- The April-June Quarterly City Connection Newsletter will be distributed to the City residents.
- East Shore Recycling Commission will be holding a Tire Recycling Event on Saturday, April 22nd.

MAYOR’S REPORT:

A. Proclamation – Arbor Day:

Mayor Deiter read out loud the Proclamation for Arbor Day.

Mayor Deiter reported the following at the Calumet County level:

- A meeting he attended in Appleton on security issues. He suggested the City evaluate the security of our municipal buildings.
- Calumet County is looking at building a new jail.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Edinger moved to adjourn the meeting. Seconded by Brick. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:32 PM.

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer