

Approved

**COMMITTEE OF THE WHOLE  
MEETING  
Minutes**

**April 10, 2017**

**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 Robert Brick, Mel Edinger, Crystal Fflug (arriving at 6:04 PM), Betty Nies, Vicki Shafran, Wally Sonnabend, and Carrie Wenzel. Also present were Police Chief JoAnn Mignon, City Administrator/Clerk-Treasurer Lori Gosz, and Fire Chief Joe Diener.

**GUESTS:**

Troy Jansen and Mark Fredrickson from Gold Cross Ambulance Service and Joe Levash.

**APPROVAL OF THE AGENDA:**

**Motion** –Nies moved to approve the agenda. Seconded by Edinger. Call vote. Motion carried unanimously.

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF MARCH 27, 2017:**

**Motion** – Sonnabend moved to approve the minutes of the March 27, 2017 Committee of the Whole. Seconded by Shafran. Call vote. Motion carried unanimously.

**CITIZEN INPUT:**

None.

**PROTECTION OF PERSONS & PROPERTY:**

**A. Ambulance Department:**

**1. Review of Monthly Reports:**

Jansen reported there were 40 calls and 31 transports in March. Response time average is 5 minutes and 19 seconds, which is for all calls. Staffing levels are good.

Edinger questioned maintenance of the ambulances. He reported he was approached by a resident who stated the cot wasn't working properly during an ambulance call. Jansen stated all equipment has been tested out each year. He stated he is not aware of any issues with equipment but will check into it.

Fredrickson explained the mechanical maintenance on the rigs. Fredrickson will be working with Chief Mignon to give her monthly invoices on the vehicle repairs. All the information on the repairs is logged so that when vehicles are sold all the information is available.

Fredrickson reported they are looking for automatic cots to avoid back injuries of staff. These cots are expensive therefore they are looking at grant opportunities.

Approved

**B. Police Department:**

**1. Review of Monthly Report:**

Mignon reported on the following:

- IRS Scam and other cases the Police Department are working on.
- Horn Park damage to lawn from vehicle.
- Working on summer staffing schedules.
- McDonalds' Coffee with a COP Program. This will be done on May 15<sup>th</sup>. It may continue if well attended.
- Part time Staff updates.

Mignon reported on a meeting with District Attorney Habermann and Police Staff. Training staff on how to handle cases so that all are working with the correct forms with the County.

**C. Fire Department:**

**1. Review of Monthly Report:**

Diener reported on the following:

- 16 calls year-to-date.
- Training for April.
- Purchase of new 75800 saw from Brat Fry Funds. New Rhyno Windshield Cutters for jaws calls.
- Replacement of heavy rescue continues.
- He will be attending the Chief's Conference in June. He is hoping through networking to find something.
- Two members have resigned. They are accepting new applications. Have received two. There is interest.
- Audit by the State – passed the audit fine. List of improvements to move forward.

**D. Municipal Court:**

**1. Review of Monthly Report:**

Monthly Reports were submitted to the Committee.

**CITY BUILDINGS AND GROUNDS:**

**A. Review of Monthly Report:**

Gosz reviewed the Monthly Report from the Public Works Director. She reported the City's Property Insurance has given the approval to replace the street light on Main Street. The work will be completed soon.

Gosz reported Public Works Director Geiger will be meeting with Glen Braun to discuss the plans for the repair work to be done on the Community Cemetery Road. Nies asked if the road is still planned to be chip sealed. She has heard that constituents want a better plan than chip seal. Gosz stated the Public Works Director is planning, based off the repair design approved by the Cemetery Commission. She suggested if a different design is desired then it should be discussed with the Cemetery Commission.

Approved

Gosz reported the Park & Recreation Commission has recommended to the City Council to proceed with the repairs to the water lateral at the Brillion Community Center.

Gosz gave a brief update on the Department of Public Works Staffing.

**B. Ryan Street Dam Inspection – Agreement for Professional Services - McMahon:**

**Motion** – Edinger moved to recommend to the City Council to approve the Agreement for Professional Services from McMahon for the Ryan Street Dam Inspection. Seconded by Shafran. Motion carried.

**FINANCE & PURCHASING:**

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

**Motion** – Edinger moved to go into Closed Session per W.S.S. 19.85(1) (g). Seconded by Brick.

The Committee went into Closed Session at 6:43 PM.

**B. Open Session:**

**Motion** – Brick moved to return to Open Session. Seconded by Edinger. Motion carried.

The Committee returned to Open Session at 6:52 PM.

**C. SDF Strapping – Revolving Loan:**

**Motion** – Edinger moved to join Calumet Council with collection efforts and if the County does not take any collection action to continue on our own. Seconded by Sonnabend. Motion carried.

**PERSONNEL:**

No report.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Gosz reported the Old City Council and the New City Council will be scheduled for 5:00 PM and 5:05 PM on April 18<sup>th</sup>.

**ADJOURNMENT:**

**Motion** – Nies moved to adjourn. Seconded by Edinger. Call vote. Motion carried unanimously. The meeting adjourned at 7:00 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer