

(Unapproved)

**REGULAR CITY COUNCIL  
MEETING  
Minutes**

**May 22, 2017**

**Brillion Community Center**

**6:30 PM**

**CALL TO ORDER:**

Mayor Gary Deiter called the meeting to order at 6:35 PM with the Pledge of Allegiance recited by those in attendance.

**ROLL CALL:**

Present were Mayor Gary Deiter, Alderpersons Timothy Hanson, Joe Levash, Betty Nies, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief JoAnn Mignon, Librarian Chris Moede, Public Works Director Andy Geiger, Park & Recreation Director Ann Marx, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Alderperson Mel Edinger, Alderperson Wally Sonnabend, and Fire Chief Joey Diener.

**APPROVAL OF THE AGENDA:**

**Motion** –Levash moved to approve the agenda. Seconded by Wenzel. Call vote taken. Motion carried unanimously.

**APPROVAL OF MINUTES – APRIL 24, 2017 REGULAR CITY COUNCIL MEETING AND THE MAY 8, 2017 SPECIAL CITY COUNCIL MEETING:**

**Motion** – Wenzel moved to collectively approve the minutes of the April 24, 2017 Regular City Council Meeting minutes and the May 8, 2017 Special City Council meeting minutes. Seconded by Nies. Call vote taken. Motion carried unanimously.

**PUBLIC APPEARANCES:**

**A. Citizen Input:**

None.

**CONSENT AGENDA:**

**A. Acceptance of Minutes:**

Redevelopment Authority Commission of 4/5/2017, Brillion Library Board meeting of 4/19/17, Plan Commission meeting of 5/1/2017, Park & Recreation Commission meeting of 5/4/2017, Committee of the Whole meeting of 5/8/2017, Cemetery Commission meeting of 5/11/17, and Water & Sewer Utility Commission meeting of 5/15/2017.

**B. Approval of Vouchers:**

- 1. General Fund: =\$74,941.03:**
- 2. Reserves =\$13,561.42:**
- 3. Contingency = \$0.00:**
- 4. TIF Expenditures=\$0.00:**

**C. Approval of Payroll:**

**D. Approval of License Applications:**

- 1. Operator License – New: Kenneth Zutz:**
- 2. Operator License – Renewal: Johanna Schwartz, Shawn Calaway, Scott W. Eickert, Jonathan D. Enneper, Dorene Spatchek, Betty Anne Kussow, Melissa Stimers, Allan C. Muehlbauer:**
- 3. Temporary Class “B” License – Brillion Athletic Association – June 9, 2017 for Brillion Fest at 205 N. Main Street, Brillion Area Jaycees – June 10, 2017 for Brillion Fest at 655 W. Ryan Street:**

(Unapproved)

**4. Six Month Class B Beer License: Renewal – Brillion Athletic Association – Peters Park – May 1, 2017 to October 31, 2017:**

**Motion** – Wenzel moved to collectively approve the Consent Agenda with the Acceptance of Minutes, Approval of Accounts Payable and Financial Reports, Approval of Payroll, and the Approval of License Applications as approved at the May 22, 2017 Committee of the Whole Meeting. Seconded by Shafran. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**5. Fireworks Discharge Permit – Braun’s Deer Run – July 1, 2017:**

**Motion** – Nies moved to approve a Fireworks Discharge Permit to Braun’s Deer Run for July 1, 2017. Seconded by Levash. Call vote taken. Motion carried unanimously.

**E. Approval of Appointments:**

None.

**DEPARTMENT HEAD REPORTS:**

**A. Police Department:**

Chief Mignon reported on the following:

- The new squad is finished. It is hoped to have the squad in service by the end of this week.
- The Officers of the Brillion Police Department have completed their narcotic training. All of the Officers are now certified.
- National Night Out has been scheduled for August 1<sup>st</sup> at Peters Park.

**B. Park & Recreation:**

Recreation Director Ann Marx submitted a written report and reported the Brillion Community Center’s summer hours will start on June 1<sup>st</sup>.

Marx reported that the Traveling League Baseball tournament will be held in Brillion this year. All of the members of the Traveling League will be wearing black ribbons in memory of Nathan Krepline, who was a Traveling League coach.

**C. Library:**

Librarian Moede submitted a written report and distributed a flyer on the Summer Reading Programs at the Library.

**D. Fire Department:**

No report.

**E. Public Works:**

Geiger reported he is still looking for summer help.

Levash asked the status of the light pole to be installed on Main Street. Geiger stated that light pole will be installed before the Brillion Fest Parade.

**COMMITTEE REPORTS:**

**A. Plan Commission:**

**1. Certified Survey Map – Steve Miller:**

**Motion** – Wenzel moved to approve the Certified Survey Map for Steve Miller as presented. Seconded by Levash. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**B. Park & Recreation:**

**1. Committee Report:**

No report.

(Unapproved)

**C. Library Board:**

**1. Committee Report:**

No report.

**D. Utility Commission:**

**1. Resolution – Compliance Maintenance Annual Report:**

Mayor Deiter stated this Annual Report is a “self-assessment” of the City’s Wastewater Treatment Facility.

**Motion** – Levash moved to adopt Resolution RE17-09 for the 2016 Compliance Maintenance Annual Report. Seconded by Shafran. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**E. Redevelopment Authority Commission:**

**1. Resolution – Partnership with the Redevelopment Authority Commission and Public/Private Partnership in Addressing the Blight Cleanup and Future Redevelopment of the 205 N. Main Street Property:**

Welch explained that the Redevelopment Authority Commission is asking for a formal Resolution from the City Council to go on record stating they support the efforts of the cleanup of the City of Brillion’s downtown. This Resolution is not asking the City for any dollars at this time. She stated the RDA will need to look at ways to raise the funds needed for this project.

Beth Wenzel stated this proposed Resolution is a requirement piece in order to apply for available grants.

Larry Dietz, Professional Plating, stated the group meeting for this project needs to do a better job in communicating to the City Council the ideas discussed for the Main Street Square property. Dietz reported that employment has increased 100% in 15 years and the City is in need of housing for people to live here and spend money here. The industries in the City of Brillion are in need of employees and employees are looking for places to go in the City to eat and do activities. The City’s infrastructure needs to grow.

Bob Endries stated that he looked at other communities around the Brillion area. He reported that they are approximately 200 jobs available in the industries in the City of Brillion. These local industries are also looking at growing their business. There are approximately 2,000 people that work along the USH 10 corridor. We need to get people to move here.

Endries also noted that Brillion’s Downtown area needs to be “dressed up”, which includes City buildings. He encouraged the City Council to look at funding differently.

Mayor Deiter stated he understands that this concept has been overwhelming. When businesses comes to the City Council and lets us know what they want to do, the City Council needs to listen. We need to support the RDA on this proposed resolution.

Levash asked how a public/private partnership works. Welch stated the purpose of a public/private partnership right now is the Main Street Square property. Russ Van Gompel stated he works with the IPR Group and explained their role in a public/private partnership. He explained it is a way for a municipality to complete capital projects in which the private sector helps finance the capital project. Van Gompel stated he is currently working on a document with the City’s RDA on this concept.

Wenzel asked if this proposed project is part of a TID. Van Gompel stated it could be.

Gosz explained that the RDA is taking the lead role on this project and that the RDA can borrow funds for this project, without that borrowing affecting the City’s borrowing capacity.

(Unapproved)

Nies asked if the City could own the proposed administration building in the future. Van Gompel stated that is a possibility.

Levash stressed the importance of growth in the City and for residential development in the City. Endries stated we want to invest in the City of Brillion.

Mayor Deiter stated this is a new territory for us and feels the City Council needs to get “on board” with this.

**Motion** – Wenzel moved to adopt Resolution #RE17-10 as recommended by the RDA for a partnership with the Redevelopment Authority Commission and Public/Private Partnership (P3) in addressing the blight cleanup and future redevelopment of the 205 N. Main Street Property. Seconded by Shafran.

Matthew Bennett expressed the need to take care of our City, which includes redoing the current City Hall facility. The City can’t afford to clean up the Main Street Square property but a private/public partnership can.

Mayor Deiter read out loud the proposed Resolution.

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

**2. Brillion Iron Works Properties – Update:**

Welch explained that a Green Team will be created for the project which means that the Department of Natural Resources will be part of the Team. It is being suggested that this property be used for multi-use development.

Welch reported American Axle is doing a Phase 1 and Phase 2 soil testing on the property. There is interest in the property. She will be meeting with East Central Wisconsin Regional Partnership on a possible EDA Grant.

Mayor Deiter thanked those in attendance for coming and giving the City Council their input.

**F. Committee of the Whole:**

**1. 2017 Brillion Optimist Parade Request:**

**Motion** – Nies moved to approve the request of the Brillion Optimist for the 2017 Brillion Optimist Parade. Seconded by Levash. Call vote taken. Motion carried unanimously.

**2. Annual Tax Incremental District Reporting:**

**Motion** – Wenzel moved to have Schenk file the 2016 Annual Tax Incremental District Report for the City of Brillion. Seconded by Shafran. Roll call vote taken. 5 votes cast. Motion carried unanimously.

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

No action taken.

**G. Cemetery Commission:**

**1. Cemetery Road Repair:**

Wenzel reported that the Cemetery Commission rescind their last motion to have the cemetery road chip sealed. The Cemetery Commission will be meeting again in June to discuss the roadway and hopefully come to a conclusion.

**H. Tourism Committee:**

No report.

**OLD BUSINESS:**

None.

(Unapproved)

**NEW BUSINESS:**

None.

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

Gosz submitted a written report.

**MAYOR’S REPORT:**

Mayor Deiter stated he feels the City Council took a big stepping stone. We need to say we can do this and thanked the City Council for their support.

**PRESS TIME:**

No questions.

**ADJOURNMENT:**

**Motion** – Levash moved to adjourn the meeting. Seconded by Nies. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:44 PM

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Gary Deiter, Mayor

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Joy L. Buboltz, Deputy Clerk/Treasurer