

(Unapproved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

June 26, 2017

Brillion Community Center

6:30 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 6:34 PM with the Pledge of Allegiance recited by those in attendance.

ROLL CALL:

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

APPROVAL OF THE AMENDED AGENDA:

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

APPROVAL OF MINUTES – MAY 22, 2017 REGULAR CITY COUNCIL MEETING:

Motion – Levash moved to approve the minutes of the May 22, 2017 Regular City Council Meeting minutes. Seconded by Shafran. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Guests of the meeting were David Norby from The Brillion News, Beth Wenzel, and Sarah Pielhop.

CONSENT AGENDA:

A. Acceptance of Minutes:

Redevelopment Authority Commission of 5/16/2017, Park & Recreation Commission meeting of 6/1/2017, Plan Commission meeting of 6/5/2017, Cemetery Commission meeting of 6/6/2017, Committee of the Whole meeting of 6/12/2017, and Water & Sewer Utility Commission meeting of 6/19/2017, Redevelopment Authority Commission meeting of 6/20/17.

B. Approval of Vouchers:

- 1. General Fund: =\$129,858.98:**
- 2. Reserves =\$33,022.26:**
- 3. Contingency = \$0.00:**
- 4. TIF Expenditures=\$0.00:**

C. Approval of Payroll:

D. Approval of License Applications:

- 1. Operator License – New: Troy Deiter:**
- 2. Operator License – Renewal: James J. Besaw, Justin Vander Heiden, Jennifer Reichardt, Heather Borseth, Cindi Schmidt, Derek Emmer, Sandra S. Koffarnus, Susan Smet:**
- 3. Temporary Class “B” License – Brillion Optimist Club – Walk Through Brillion Event – October 28, 2017:**

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4. Class A Beer & Class A Liquor Combination License-Renewal: Condon Oil Company for Brillion Mobile Mart, Weber Family Station, LLC for Weber's of Brillion, Dolgencorp, LLC for Dollar General Store #10945, T & C Markets, Inc for Tadych's Econo Foods, Shopko Stores Operating Co., Inc for Shopko Hometown #608:

5. Class B Beer & Class B Liquor Combination License – Renewal: Braun's Deer Run LLC for Deer Run Golf Course, ACAKDCA, LLC for Ethels Pub & Grill, Connie Michiels for Shakers, Cobblestone Creek Dining & Banquet, LLC for Cobblestone Creek Dining & Banquet, M & P Smokehaus Pub, LLC for M & P Smokehaus Pub, LLC, Scott R. Giese for The Real Giese's, BAKKHEIA, LLC for BAKKHEIA, M & J Schwartz Enterprises, LLC for Split Happens Lanes, Randy's Pastry Factory, LLC for Randy's Central:

6. Class A Beer License - Renewal: Kwik Trip for Kwik Trip #807:

7. Class B Beer License – Renewal: Brillion Hotel Group, LLC for Cobblestone Inn and Suites, Todd Harland Kuchenbecker for Underground Archery:

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 June 26, 2017 Committee of the Whole Meeting. Seconded by Edinger. Roll call vote taken. 7 votes cast. Motion carried unanimously.

8. Approval of Appointments:

A. Brillion Fire Department – Dylan Wendling:

Fire Chief Diener reported that the Brillion Fire Department has accepted the application of Dylan Wendling for the Brillion Fire Department on June 5, 2017.

Motion – Nies moved to approve the application of Dylan Wendling to the Brillion Fire Department. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Captain Schend reported that the Brillion Police Department has been involved in more lengthy investigations, such as white collar type of crimes. The Brillion Police Department has recently attended/assisted in several community events.

B. Park & Recreation:

Recreation Director Ann Marx submitted a written report.

C. Library:

Librarian Moede submitted a written report.

D. Fire Department:

Fire Chief Diener reported on the following:

- Assistant Fire Chief Ted Petrie, Deputy Fire Chief Eric Burich, and he attended the State Fire Chief's Convention this past weekend, which was a very good conference.
- There have been 25 calls year-to-date.

Mayor Deiter asked if there have been any more discussions on the consolidation of Fire Departments. Diener stated not at this time, but can look at it in the future.

Mayor Deiter asked if the Brillion Fire Department can do training on the use of fire extinguishers for its citizens. Diener stated that can be done.

E. Public Works:

Geiger reported on the following:

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- The RFP's for the Brillion Community Center's roof should be received soon.
- He contacted the City of Chilton regarding their street sweeper. He is waiting to hear back from them.
- Due to the heavy rainfall recently, the Utility had to do a bypass at the Peters Park and at the Wastewater Treatment Plant. He did contact the DNR on it. Other communities also had to bypass due to the amount of rainfall received.
- He expressed his concern of the lack of water flow through the Brillion Marsh to the DNR.

COMMITTEE REPORTS:

A. Plan Commission:

1. Committee Report:

Levash reported that the Ariens Company is installing new signs and that St. Bartholomew Lutheran Church is updating their signage. Levash also reported the Plan Commission did discuss the need for single family residential development in the City of Brillion.

B. Park & Recreation:

1. Polling Location:

Buboltz explained that the Park & Recreation Commission is asking to move the City's elections from the Youth Center room to the Assembly Room at the Brillion Community Center. The Park & Recreation Commission would like to use the Youth Center for their new fitness area. Buboltz explained that City Staff would need to complete a form from the State asking the State to allow the polling location to be moved. Please note that the State's Election Board would have to give the final approval on whether or not the City will be allowed to move their polling location.

Levash stated he understands that the Park & Recreation Commission would like to use the Youth Center as a fitness area, but noted that there are already two (2) fitness centers in the City. He feels if the City wants to have their own fitness center the City may be closing the doors on the other two (2) fitness centers. Shafran explained that the other two (2) fitness centers in the City are not a partner with Silver Sneakers, in which the Brillion Community Center is. The Community Center's fitness center would be a different program. Pielhop stated the Brillion Community Center's fitness center would draw a different clientele which would be more family/kid friendly atmosphere. Pielhop reported that Bob Endries recently did a study on how many citizens from the Brillion area go to the YMCA in Kimberly, which was a high number. Shafran reminded the City Council that the Ariens Company is investing in the Brillion Community Center.

Motion – Wenzel moved to proceed with the request from the Park & Recreation Commission to move the election polling location to the Assembly Room at the Brillion Community Center if it meets the State requirements for polling places. Seconded by Shafran. Roll call vote taken. 7 votes cast. 5 yes votes cast by Edinger, Hanson, Shafran, Sonnabend, and Wenzel. 2 no votes cast by Levash and Nies. Motion carried.

C. Library Board:

1. Committee Report:

Nies reported that the Brillion Public Library received a \$1,200 grant from the Ruben and Vi Laack and also received \$300 from the Friends of the Library.

D. Utility Commission:

1. Commission Report:

Sonnabend reported that the 2017 Mini Storm Sewer Project is scheduled to start at the end of July.

E. Redevelopment Authority Commission:

1. Downtown Redevelopment Project - Update:

Beth Wenzel reported that Cheryl Welch has resigned as the Director for the Redevelopment Authority Commission on June 20th. Mary Kohrell, Calumet County Community Economic Director, will be assisting the

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RDA on where to go from here. Wenzel noted that Mary Kohrell is part of the Green Team for the Brillion Iron Works property and is also aware of the Downtown Redevelopment Project by the City. Gosz reported that she met with Mary Kohrell on this transition and informed the City Council that she worked side by side with Cheryl Welch on both projects.

2. Brillion Iron Works Properties – Update:

Gosz reported that she will be attending a tour of the former Mirror Plant in Manitowoc along with Beth Wenzel and Mary Kohrell.

F. Committee of the Whole:

1. Award of Fuel Bid:

Geiger reported that he contact Kwik Trip in possibly allowing Gold Cross Ambulance to be include in the City's contract.

Motion – Edinger moved to award the bid received from Kwik Trip for the fuel purchases for City vehicles. Seconded by Sonnabend. Roll call vote taken. 7 votes cast. Motion carried unanimously.

2. Award of HVAC Maintenance Bid:

Motion – Edinger moved to award the bid received from ACC for the City's HVAC maintenance. Seconded by Levash. Roll call vote taken. 7 votes cast. Motion carried unanimously.

3. Purchase of Computer's for City Council Members:

No action taken.

G. Cemetery Commission:

1. Cemetery Road Repair:

Wenzel reported that the Cemetery Commission recommend to City Council to go with asphalt for the roadway at the Community Cemetery. Edinger asked if the DPW would be doing the prep work of the roadway. Wenzel stated yes. Edinger asked if the drainage issue is being addressed. Geiger reported that Glen Braun, Braun's Deer Run Golf Course, will be assisting the City in the creation of a swale for the water to run off. He also reported that the curb along the roadway will remain and will be used as the height of the roadway. The roadway will be crowned to the grass so the water can run drain better.

Geiger reported that Northeast Asphalt will be doing the pulverizing of the roadway and will be laying down the asphalt.

Motion – Wenzel moved to proceed with the use of asphalt and the pulverizing for the roadway at the Community Cemetery to be done by Northeast Asphalt and that the City's DPW Staff would do the prep work on the roadway and creating the swale. Seconded by Levash. Roll call vote taken. 7 votes cast. Motion carried unanimously.

H. Tourism Committee:

Pielhop reported that the Brillion Optimist Club is once again planning the Walk Through Brillion event, which will be held on October 28th. The Brillion Optimist Club is requesting \$5,000 towards the event. Edinger asked what the money is used for. Pielhop explained for publicity, maps, cups that are used that evening, signage, printing of tickets, etc.

Motion – Hanson moved to release the Tourism Funds per the request and recommendation of the Tourism Committee up to \$5,000 for the October 28, 2017 Brillion Optimist Walk Through Brillion Event. Seconded by Wenzel. Roll call vote taken. 7 votes cast. Motion carried unanimously.

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OLD BUSINESS:

None.

NEW BUSINESS:

Edinger questioned if the City will be holding their goose round up this year. Geiger explained that they did attempted to do the round up last week, but the geese weren't around. They are hoping to try again this week.

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

Gosz submitted a written report and reported on the following:

- City Council to attend the July 19th Utility Commission meeting.
- Joint Review Board Meeting to be held on Tuesday, June 27th at 1:00 PM due to the new requirement for TID's.

MAYOR'S REPORT:

Mayor Deiter reported that he recently attended training on the Robert's Rules of Order that was held at Calumet County Courthouse. He also reported that the new Calumet County Garage is coming along.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Edinger moved to adjourn the meeting. Seconded by Sonnabend. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:33 PM

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer