

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

July 28, 2014

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 Bob Brick, Mel Edinger, Crystal Fflug, Betty Nies, Wally Sonnabend, and Larry Van Frachen. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Police Chief JoAnn Mignon.

GUESTS:

Troy Jansen from Gold Cross Ambulance Service.

APPROVAL OF THE AGENDA:

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
JUNE 23, 2014:**

Motion – Sonnabend moved to approve the minutes of the June 23, 2014 Committee of the Whole. Seconded by Van Frachen. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

FINANCE & PURCHASING:

A. Review of Vouchers:

1. General Fund= \$107,435.68:

Motion – Edinger moved to recommend to City Council the approval of the General Fund vouchers in the amount of \$107,435.68. Seconded by Nies. Call vote taken. Motion carried unanimously.

B. Reserves = \$41,083.74:

Motion – Van Frachen moved to recommend to City Council to approve the Reserve expenditures in the amount of \$41,083.74. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

C. Contingency=\$17,400.00:

Motion – Van Frachen moved to recommend to City Council to approve an expenditure from the City's Contingency Fund in the amount of \$17,400.00. Seconded by Brick. Call vote taken. Motion carried unanimously.

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Edinger questioned the Contingency Fund balance. Gosz explained the City Council reallocated funds from the 2011 Borrowing for the Safe Routes to School Project and the Main Street Light Project, which will be placed in Contingency.

D. TIF Expenditures=\$2,385.00:

Motion – Sonnabend moved to recommend to City Council to approve the TIF Expenditures in the amount of \$2,385.00. Seconded by Edinger. Call vote taken. Motion carried unanimously. None.

B. Review of License Applications:

1. Operator Licenses: New – Brianna Larkee, Jessica O’Kon, Jacob Eickert, Christopher Lannbrecht:

2. Operator Licenses: Renewal –Beth Gilbertson, Lisa Wolf, Susan M. Cobler, Wanda Ahl, Susan Smet:

Motion – Edinger moved to recommend to City Council to collectively grant an Operator License to Brianna Larkee, Jessica O’Kon, Jacob Eickert, Christopher Lannbrecht, Beth Gilbertson, Lisa Wolf, Susan M. Cobler, Wanda Ahl, and Susan Smet. Seconded by Nies. Motion carried unanimously.

C. Review of Payroll:

Motion – Edinger moved to recommend to City Council to collectively approve the June 27, 2014 and the July 11, 2014 payroll. Seconded by Van Frachen.

Edinger questioned the Police Department overtime for the Chilton Parade. Mignon explained this cost is considered mutual aid. Each agency helps each other out for these events and pays their own overtime. She explained the overtime for the Triathlon was reimbursed to the City.

Call vote. Motion carried.

D. TIF #4 Debt Restructuring:

Gosz explained after further review by Ehlers it has been recommended not to restructure the TIF #4 Debt at this time, but to monitor it and restructure in 2015 if necessary. No action is required at this time.

PROTECTIONS OF PERSONS & PROPERTY:

A. Monthly Ambulance Report:

Jansen reported there were 26 calls in June. Out of the 26, 15 were in the City, 7 were in the Town of Brillion, and 4 outside the area. Gold Cross has been noticing more calls outside of the area.

Jansen reported on the financial report. He reported on new hire of part time staff. Five more applicants will be interviewed. Collections are down.

The new rig is in service. It will be decaled in two (2) weeks.

Edinger questioned why the outside service area calls are picking up. Jansen reported Plymouth ambulance was picking up mutual aid for Chilton and this is no longer the case. They noticed there are six (6) calls to the Town of Woodville to date.

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B. Monthly Police Department Report:

Mignon reported on the following:

- June was a busy month.
- Recent cases.
- Brillion Fest had four (4) calls during the parade; three (3) were medical and one (1) was a home invasion.
- Numerous assists in June. Parade and picnic assists are done as mutual aid.
- National Night Out is scheduled for August 5th.
- Budget totals are on track.
- Officer Parker training is in the final stages of training.

C. Monthly Fire Department Report:

No report.

D. Monthly Municipal Court Report:

The Monthly Reports were reviewed by the Committee.

CITY BUILDINGS AND GROUNDS:

A. Monthly DPW Report:

Gosz reported that the DPW Staff demolished the home at 231 S. Main Street. She stated they did a great job, keeping the cost to a minimum.

PERSONNEL:

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

Motion – Edinger moved to go into Closed Session per W.S.S. 19.85 (1) (c). Seconded by Sonnabend. Call vote. Motion carried.

B. Open Session:

Motion – Van Frachen moved to return to Open Session. Seconded by Brick. Call vote. Motion carried.

The Committee of the Whole returned to Open Session at 7:05 PM.

C. Community Development Director/Redevelopment Coordinator Position:

No report.

D. Police Aide Assistant:

No report.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Nies moved to adjourn. Seconded by Edinger. Call vote. Motion carried unanimously. The meeting adjourned at 7:06 pm.

Approved

Lori M. Gosz
City Administrator/Clerk-Treasurer