

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

September 22, 2014

Brillion Community Center

7:00 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 7:00 PM with the Pledge of Allegiance recited by those in attendance.

ROLL CALL:

Present were Mayor Gary Deiter, Alderpersons Bob Brick, Mel Edinger, Crystal Fhlug, Betty Nies, Wally Sonnabend, Larry Van Frachen, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Park & Recreation Director Ann Marx, City Librarian Chris Moede, Deputy Clerk/Treasurer Joy Buboltz, and Fire Chief Rich Janke.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES –AUGUST 25, 2014 REGULAR CITY COUNCIL MEETING AND THE SEPTEMBER 8, 2014 SPECIAL JOINT CITY COUNCIL/WATER AND SEWER UTILITY COMMISSION MEETING:

Motion – Sonnabend moved to approve the minutes of the August 25, 2014 Regular City Council meeting and the September 8, 2014 Special Joint City Council/Water and Sewer Utility Commission meeting minutes. Seconded by Edinger. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Amy Vaclavik from McMahan, Calumet County Board Supervisor Don Glaeser, and Dennis Miller.

Calumet County Board Supervisor Don Glaeser apologized for not attending the past few City Council meetings. He explained there has been “lots going on” at the Calumet County Board level.

Glaeser announced that the new Calumet County Administrator is Todd Romenesko and that a new Calumet County Highway Commission will be announced within the next week or so.

Glaeser explained in the past residents of Calumet County haven’t been happy with the Calumet County Board members but major changes are coming. The Board will be working on a New Strategic Plan and Vision for Calumet County. This hasn’t been done in the past, which needs to be done.

Calumet County has a good Board, just give us a chance.

Mayor Deiter asked if Calumet County cities, villages, and townships will have voice in the new Strategic Plan and Vision for Calumet County. Glaeser feels they would have a voice and will bring that up at the new Calumet County Board meeting.

CONSENT AGENDA:

A. Acceptance of Minutes:

(Approved)

Plan Commission meeting of 9/2/14, Water & Sewer Utility Commission meeting of 9/15/14, Park & Recreation Commission meeting minutes of 9/17/14, and the Redevelopment Authority Commission meeting minutes of 9/17/14.

B. Approval of Vouchers:

1. **General Fund: \$123,737.37:**
2. **Reserves =\$3,975.20:**
3. **Contingency = \$5,050.00:**
4. **TIF Expenditures=\$538.70:**

C. Approval of Payroll:

D. Approval of License Applications:

1. **Operator Licenses: New – Courtney Orth, Wendy J. Allen:**

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 September 22, 2014 Committee of the Whole Meeting. Seconded by Wenzel. Roll call vote taken. 7 votes cast. Motion carried unanimously.

E. Approval of Appointments:

1. **Redevelopment Authority Commission:**

None.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Police Chief Mignon submitted a written report.

B. Park & Recreation:

Recreation Director Ann Marx submitted a written report. She also reported on the following:

- The Dance Program will start on October 12th.
- The burner assembly will be installed on Tuesday, September 23rd.
- The trees at Peters Park that are affected with the Emerald Ash were treated this past weekend.

C. Library:

Librarian Moede submitted a written report and encouraged the City Council members to check the Brillion History for All information on the City's website.

D. Community Development:

Edinger reported that the Redevelopment Authority Commission is sponsoring a Fall Fest on October 18th in conjunction with the Pumpkin Walk at the Brillion Nature Center. There will be a Farmers Market held that day starting at 5:00 PM and there will be bussing available to the Brillion Nature Center starting at approximately 6:15 PM. The Ariens Museum and the Brillion History Museum will also be open that day.

A light pole decorating contest is also being held.

E. Fire Department:

Fire Chief Janke reported on the following:

- The new air packs were put into service this month. He is trying to selling the old air packs with little success. He suggested the City look at donating the old air packs.
- To date there have been 44 fire calls. There have been more jaws calls than usual.
- The old compressor broke down last week. A new compressor will be installed.

(Approved)

Mayor Deiter asked if the increase in the number of fire calls is due to MABAS. Janke stated not really. The Brillion Fire Department is working with Valdars Ambulance Service on traffic control with their calls in the area.

1. Fire Fighter – Jason Pielhop:

Janke stated Jason Pielhop is currently in fire service and has all of the required schooling.

Motion – Edinger moved to approve the appointment of Jason Pielhop to the Brillion Fire Department. Seconded by Nies. Roll call taken. 7 votes cast. Motion carried unanimously.

COMMITTEE REPORTS:

A. Plan Commission:

1. Commission Report:

1. Rezoning Request – 114 W. Water Street:

Van Frachen asked if the City’s Building Inspector is in approval with this rezoning request. Is the building safe? Gosz stated the building is structurally safe. The present owner does not have any set plans for the property at this time.

Motion – Edinger moved to set a Public Hearing date for Monday, October 27, 2014 at 7:10 PM to hear testimony for or against the rezoning request for 114 W. Water Street from I-1 and R-2 Districts to C-1 District. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

B. Park & Recreation:

1. Pool Repair Project Plan – Review and Award Bids:

Wenzel questioned the bid amount from American Pavement Solutions. Marx explained that American Pavement Solutions is proposing to put sand in the paint and then just paint the floor. Marx also explained that American Pavement Solutions’ original bid did not include any repairs that may need to be made to the flooring. Their new bid is \$19,860, which includes any repairs that may need to be made.

Marx explained with Kocourek Flooring’s bid they are recommending a resurfacing and covering with a colored quartz granule which is a better product than just painting the floors. Kocourek Flooring bid also included any repairs that may need to be made.

Edinger asked how soon the projects would be done. Marx stated sometime this year, depending when the pool company is able to start their work. These projects will all need to be coordinated together. Marx stated the pool will be closed down for about a month while these projects are being done.

Motion – Van Frachen moved to award the bids for the resurface of swimming pools project to Neuman Pools for \$51,995.00, for the resurface/painting of the pool deck and locker room floors project to Kocourek Flooring for \$24,600.00, for the shower replacements project to Moehn Plumbing for \$11,300.00, for the replacement of the locker room doors/frames project to LaForce for \$11,988.00, and for the painting of the walls in the pool room to Paint It Painting for \$12,100.00. Seconded by Wenzel.

Dennis Miller stated these repairs will enhance the pool area. Van Frachen asked about replacing the lights about the pool area. Gosz stated the Park & Recreation Commission is reviewing that.

Roll call vote taken. 7 votes cast. Motion carried unanimously.

C. Library Board:

1. Commission Report:

No report.

(Approved)

D. Utility Commission:

1. Agreements for Professional Services – McMahon – 2015 Inflow & Infiltration Reduction Project:

Amy Vaclavik explained that three (3) separate Agreements have been prepared. The first Agreement is for topographic survey for the 2015 I/I Reduction Project south for W. Ryan Street. It is hoped to complete this work before snow falls. The cost for this work is \$8,900.00.

The second Agreement is for the Columbus Avenue (North of W. Ryan Street) Reconstruction and I/I Reduction Project. This Agreement is for engineering design services, bidding services, construction phase services, and possibly for an on-site project representative. The on-site project representative has not been defined yet. That work may be done by the City's Building Inspector. The cost for this work is \$22,250.00, which does not include the on-site project representative costs.

The third Agreement is for the 2015 I/I Reduction Project (South of W. Ryan Street). This Agreement is also for engineering design services, bidding services, construction phase services, and possibly for an on-site project representative. The on-site project representative has not been defined for this project yet either. This work may also be done by the City's Building Inspector. The cost for this work is \$32,500.00, which does not include the on-site project representative costs.

Edinger stated he would like to address the questions raised by a resident on Trier Street. Edinger stated why a mini storm sewer is being installed if there are no water issues in some of the homes along that street. At this time, some of those residents do not have a sump pump and do not have water coming into their home. He stated he is not in favor the installation of a mini storm sewer. Vaclavik explained why a mini storm sewer is installed. Once you close one area of water draining, the water will need to find another place to go to. Vaclavik stated a homeowner only pays for 50% of the installation of a mini storm sewer; the City pays for the other 50%. She stated it is up to the property owner to connect the private portion of the mini storm sewer to their home.

Wenzel stated the City is trying to be proactive and if we don't provide a solution where water can legally drain to we may be creating another problem in the future.

Edinger asked if where the connection of the lateral is made if that area of main/pipe is crushed what happens then. Vaclavik stated that area of main/pipe would need to be replaced also.

Van Frachen stated the City/Utility have to make these replacements/repairs. We are being mandated to do so. Edinger agrees the laterals need to be replaced, but is not in favor of the installation of mini storm sewers. Nies stated the installation of mini storm sewers is a policy of the Utility Commission that the City needs to follow.

Gosz informed the City Council that she did talk to the City's Building Inspector about doing the on-site inspections during the 2015 Projects and will let her know if he feels he has adequate time to do the inspections. If he does not have the time, the Utility/City can hire another individual or contract with McMahon for the service.

Motion – Van Frachen moved to approve the Agreements for Professional Services with McMahon for the 2015 Inflow & Infiltration Reduction Projects as presented. Seconded by Wenzel. Roll call vote taken. 7 votes cast. 6 yes votes and 1 no vote cast by Edinger. Motion carried.

2. Layne Christensen Proposal for On-Site Geophysical Explorations to Identify a Location for Well #6:

Motion – Van Frachen moved to approve the proposal from Layne Christensen, in the amount of \$20,875.00, for on-site geophysical exploration work to identify a location for Well #6. Seconded by Sonnabend. Roll call vote taken. 7 votes cast. Motion carried unanimously.

(Approved)

3. 5-Year Financial Management Plan:

Motion – Sonnabend moved to approve the 5-Year Financial Management Plan prepared by Ehlers & Associates. Seconded by Wenzel. Roll call vote taken. 7 votes cast. Motion carried unanimously.

4. Change Order #2 – Well #5 Pumphouse & Softener Facilities Modifications – General Construction – RJM Construction:

Motion – Sonnabend moved to approve Change Order #2 request to RJM Construction, in the amount of \$2,280.00. Seconded by Fhlug. Roll call vote taken. 7 votes cast. Motion carried unanimously.

Vaclavik stated the interior of the pumphouse for Well #5 is dry and will be painted on Tuesday, September 23rd.

E. Redevelopment Authority Commission:

1. Commission Report:

No report.

F. Committee of the Whole:

1. 316 & 318 S. Francis Street – Special Assessment Request:

Motion – Nies moved to deny the request by the property owner of 316 & 318 S. Francis Street for additional years to pay for their special assessment, per City policy. Seconded by Brick. Roll call vote taken. 7 votes cast. Motion carried unanimously.

2. 2015 Road Maintenance Agreement – Town of Brillion:

Motion – Wenzel moved to approve the 2015 Road Maintenance Agreement with the Town of Brillion. Seconded by Brick. Roll call vote taken. 7 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Commission Report:

No report.

OLD BUSINESS:

None.

NEW BUSINESS:

Van Frachen stated the Brillion Authority Commission continues to work on the HUD issue; green energy evaluation. He also stated he will be meeting next week with Representatives in Washington regarding this issue.

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

Gosz submitted a written report and reported on the following:

- Proposed Budget Workshop dates.
- November 4th Election.
- Per DNR requirement, the City must adopt a Wellhead Protection Plan due to the construction of Well #5. McMahon is working on this Plan. She is looking to set the Public Hearing date for this Plan for Monday, November 10th.
- Manitowoc River Watershed Stormwater/Flooding Workshop/Tour to be held on Tuesday, September 30th at 5:30 PM in Hilbert.

MAYOR’S REPORT:

No report.

PRESS TIME:

(Approved)

No questions.

ADJOURNMENT:

Motion – Brick moved to adjourn the meeting. Seconded by Fflug. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:58 PM.

Gary Deiter, Mayor

Lori M. Gosz, City Administrator/Clerk-Treasurer