

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

October 27, 2014

Brillion Community Center

7:00 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 7:03 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, 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, Community Development Director Cheryl Welch, and Police Chief JoAnn Mignon. Absent were Alderperson Wally Sonnabend and Fire Chief Rich Janke.

APPROVAL OF THE AGENDA:

Motion –Van Frachen moved to approve the agenda as printed and circulated. Seconded by Wenzel. Call vote taken. Motion carried unanimously.

APPROVAL OF MINUTES –SEPTEMBER 22, 2014 REGULAR CITY COUNCIL MEETING, THE OCTOBER 13, 2014 SPECIAL JOINT CITY COUNCIL/WATER AND SEWER UTILITY COMMISSION MEETING, AND THE OCTOBER 13, 2014 SPECIAL CITY COUNCIL MEETING :

Motion – Edinger moved to collectively approve the minutes of the September 22, 2014 Regular City Council meeting, the October 13, 2014 Special Joint City Council/Water and Sewer Utility Commission meeting minutes, and the October 13, 2014 Special City Council Meeting minutes. Seconded by Brick. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Amy Vaclavik from McMahan, Bob Poch, Joel Peotter, Ted Petrie, Ron Mangin, Lauri Mangin, Beth Wenzel, Randy Ryoti, and Police Lieutenant Kirk Schend.

Amy Vaclavik reported on the work being done on the new Well #5 Pumphouse and Softener Facility. She reported the contractors are continuing to work on the pump house. The well pump has been started up and ran for several hours. Samples were taken for bacteriological testing. The water main and transmission piping has been stubbed into Well #3. The chemical feed equipment will be completed at the Main Street pumphouse. The fiber optic cabling is being installed along the transmission route. There is a possible blockage in part of the fiber optic conduit that is being investigated. Once the fiber optic cabling is installed and tested, the system programming will start.

Vaclavik also reported that the Utility Commission did approve a payment to Sam's Well Drilling for the construction of Well #5.

CONSENT AGENDA:

A. Acceptance of Minutes:

(Approved)

Redevelopment Authority Commission meeting of 9/17/2014, Plan Commission meeting of 10/6/14, Park & Recreation Commission meeting minutes of 10/8/14, Library Board meeting of 10/15/2014, and the Water and Sewer Utility Commission meeting of 10/20/2014.

B. Approval of Vouchers:

1. **General Fund: \$165,062.77:**
2. **Reserves =\$15,546.94:**
3. **Contingency = \$0.00:**
4. **TIF Expenditures=\$1,430.00:**

C. Approval of Payroll:

D. Approval of License Applications:

1. Operator Licenses: New – Kathleen Hull, Cecelia Covell, Tyler Villeneuve, Tim Kuchenbecker:

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 October 27, 2014 Committee of the Whole Meeting. Seconded by Van Frachen. Roll call vote taken. 6 votes cast. Motion carried unanimously.

E. Approval of Appointments:

1. Redevelopment Authority Commission:

None.

Mayor Deiter introduced Cheryl Welch as the new Community Development Director/Redevelopment Coordinator for the City of Brillion.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Police Chief Mignon submitted a written report and reported on the following:

- Grant received for the purchase of ballistic panels.
- Grant funding received for the 7 Habits Program and for Officer Ben Bastian to attend the 2015 National School Resources Officers Training.
- Recognition of outstanding work of Staff during the October 14th wind storm.

7:10 PM – PUBLIC HEARING – REZONING REQUEST – 114 W. WATER STREET:

Mayor Deiter opened the Public Hearing at 7:11 PM and asked for testimony for or against the proposed rezoning request.

Ted Petrie, 132 S. Custer Street, spoke in favor of the rezoning request and is also in favor of the plans for the property.

Mayor Deiter asked two more times for testimony for or against the rezoning request.

Gosz reported she received a letter from the property owner at 137 S. Custer Street who stated they are in favor of the rezoning request. Gosz also stated she received a phone call from Randy Endries who also spoke in favor of the rezoning request.

Mayor Deiter asked one more time for testimony for or against the rezoning request. None given.

Mayor Deiter closed the Public Hearing at 7:13 PM.

B. Park & Recreation:

(Approved)

Recreation Director Ann Marx submitted a written report and reported on the following:

- The pool will close on Sunday, November 2nd with work to be done on the pool starting Monday, November 3rd.
- The Brillion Community Center is looking for volunteers and sponsors for the upcoming Family New Year's Eve Day event.

Mayor Deiter questioned the heat in the building. Marx stated one boiler is now working and the other boiler is being worked on.

C. Library:

Librarian Moede submitted a written report and encouraged the City Council members to attend the November 12th informational session called "What's New in Devices and Technology".

D. Community Development:

Welch thanked the City Council for hiring her as the new Community Development Director/Redevelopment Coordinator for the City of Brillion. She stated she will be working with the Plan Commission on filling the vacant buildings in the City.

Mayor Deiter stated Welch is looking at mirroring the Plan Commission and the Community Development together in filling these vacant buildings and will also be working with the Brillion Chamber on this.

E. Fire Department:

No report.

COMMITTEE REPORTS:

A. Plan Commission:

1. Certified Survey Map – Brillion Development Group, LLC:

Motion – Wenzel moved to approve the Certified Survey Map from Brillion Development Group, LLC as presented without a Public Hearing. Seconded by Edinger. Roll call vote taken. 6 votes cast. Motion carried unanimously.

B. Park & Recreation:

1. Commission Report:

None.

C. Library Board:

1. Commission Report:

No report.

D. Utility Commission:

1. Commission Report:

None.

E. Redevelopment Authority Commission:

1. Commission Report:

Edinger reported on the Fall Fest and Pumpkin Walk that was held on October 18, 2014. He stated that 945 people attended the Pumpkin Walk and 300 of them rode the bus to the Brillion Nature Center for the Pumpkin Walk. The RDA will be looking at enhancing the downtown more next year with this event.

Gosz commended the RDA on this event.

F. Committee of the Whole:

(Approved)

1. 2015 Budget – Set Public Hearing Date:

Motion – Van Frachen moved to set a Public Hearing date for Monday, November 24, 2014 at 7:10 PM for the adoption of the 2015 City Budget. Seconded by Edinger. Roll call vote taken. 6 votes cast. Motion carried unanimously.

2. Police Aide Position:

Motion – Edinger moved to advertise to hire the position of Police Aide for the Brillion Police Department to fill the vacancy that will occur after October 31, 2014. Seconded by Nies. Roll call vote taken. 6 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Commission Report:

No report.

OLD BUSINESS:

A. Ordinance – Rezoning – 114 W. Water Street:

Motion – Van Frachen moved to adopt Ordinance #OR14-09 for the rezoning of 114 W. Water Street, parcel ID #15203 from Zoned I-1 (Light Industrial District) and R-2 (Two Family Residential) to be rezoned as C-1 (Downtown Commercial District). Seconded by Edinger. Roll call vote taken. 6 votes cast. Motion carried unanimously.

NEW BUSINESS:

Van Frachen reported he sent an e-mail to several of the State’s Representative and the League of Wisconsin Municipalities regarding tax relief to property owners. To date he has not received a response from any of them.

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

Gosz submitted a written report and reported on the following:

- The next Quarterly Investor Relations Council Meeting of the Fox Cities Regional Partnership has been scheduled for November 19th.
- The next Manitowoc River Watershed Stormwater/Flooding Workshop to be held on November 19th at 6:00 PM at the Brillion Community Center.

Buboltz reported to date, 92 absentee ballots have been received at the Brillion City Hall, and there are approximately 27 absentee ballots yet to be returned.

MAYOR’S REPORT:

Mayor Deiter gave a brief report on the last Manitowoc River Watershed Stormwater/Flooding meeting that was held. He stated it was reported at that meeting that there is 240,000 acres of low land from the City of Brillion to the Manitowoc River. Only Mud Creek is being controlled by the Collins Marsh.

Mayor Deiter reported the DNR will be blasting Spring Creek this winter.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Brick moved to adjourn the meeting. Seconded by Edinger. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:34 PM.

Gary Deiter, Mayor

Lori M. Gosz, City Administrator/Clerk-Treasurer