

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

November 24, 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, Betty Nies, Wally Sonnabend, Larry Van Frachen, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Deputy Clerk/Treasurer Joy Buboltz, Community Development Director Cheryl Welch, and Police Chief JoAnn Mignon. Absent were Alderperson Crystal Fhlug, City Librarian Chris Moede, Park & Rec Director Ann Marx, and Fire Chief Rich Janke.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES –OCTOBER 27, 2014 REGULAR CITY COUNCIL MEETING AND THE NOVEMBER 10, 2014 SPECIAL CITY COUNCIL MEETING:

Motion – Wenzel moved to collectively approve the minutes of the October 27, 2014 Regular City Council meeting and the November 10, 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 McMahon.

CONSENT AGENDA:

A. Acceptance of Minutes:

Plan Commission meeting of 11/3/14, Park & Recreation Commission meeting minutes of 11/13/14, and the Water and Sewer Utility Commission meeting of 11/17/2014.

B. Approval of Vouchers:

- 1. General Fund: \$76,485.06:**
- 2. Reserves =\$20,509.26:**
- 3. Contingency = \$4,500.00:**
- 4. TIF Expenditures=\$0.00:**

C. Approval of Payroll:

D. Approval of License Applications:

1. Operator Licenses: New – Mara Fredrick:

Motion – Wenzel 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

(Approved)

Applications as approved at the November 24, 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 – Tamara Hillmann:

Mayor stated that Tamara Hillmann is not a resident of the City of Brillion so therefore cannot be appointed to the Redevelopment Authority Commission.

DEPARTMENT HEAD REPORTS:

A. Police Department:

No report.

B. Park & Recreation:

Recreation Director Ann Marx submitted a written.

C. Library:

Librarian Moede submitted a written report.

D. Community Development:

Welch submitted a report.

She also reported there is a CDBG Program that provides low interest loans for low income homeowners to access for home improvement. It appears that these funds can be used to help pay for private laterals. It would give the property owner more time to pay back for the improvement. The City needs to get this information to the City residents as soon as possible. It was suggested placing this information in the next City's Quarterly Newsletter and to mail this information to the residents that will be having their laterals replaced in next year's street projects.

Welch stated this is a federally funded program and the funds are available until depleted. Each year the fund is given more money for these types of projects.

Welch will continue to do more research on this project.

E. Fire Department:

No report.

7:10 PM – PUBLIC HEARING – 2015 BUDGET:

Mayor Deiter opened the Public Hearing at 7:10 PM and asked three (3) times for testimony for or against the proposed rezoning request. No testimony given. Mayor Deiter closed the Public Hearing at 7:11 PM.

COMMITTEE REPORTS:

A. Plan Commission:

1. Commission Report:

No report.

Mayor Deiter reported that Cheryl Welch will be working with the Plan Commission and the Redevelopment Authority Commission to become more proactive with City planning

B. Park & Recreation:

1. Commission Report:

None.

(Approved)

Brick reported the pool continues to be worked on.

C. Library Board:

1. Commission Report:

No report.

Nies reported the Library is accepting donations for their Mitten Tree.

D. Utility Commission:

1. Well #5 – Engineering Fee – Contract Amendment:

Vaclavik explained that McMahon has original proposed working six (6) hours a week on the Well #5 pumphouse and softener facility. However, the project took longer than anticipated due to issues that were encountered during the startup. Therefore, McMahon is respectfully requesting an additional \$5,500 for this project.

Edinger asked if any of these additional hours was due to the construction of the new well. Vaclavik stated no, these hours were for the new pumphouse, for Well #3, and Well #1 #2.

Motion – Sonnabend moved to approve the Contract Amendment for Engineering Fees to McMahon for an additional \$5,500 for time and expense. Seconded by Brick. Roll call vote taken. 6 votes cast. Motion carried unanimously.

2. Pumphouse & Softener Facilities Modifications – RJM Construction, LLC – Change Order #3:

Vaclavik explained there were a few items that were changed during this project at Well #3 and Well #5. The total amount of the changes is \$3,441.24.

Motion – Sonnabend moved to approve Change Order #3 to RJM Construction, LLC in the amount of \$3,441.24. Seconded by Wenzel. Roll call vote taken. 6 votes cast. Motion carried unanimously.

Vaclavik gave an update on the Well #5 Project. She stated the contractor is still working on obtaining safe samples from the transmission main. There are still issues with the fiber optic cable being run through the conduit. It is hoped to have the well operational in January.

E. Redevelopment Authority Commission:

1. Commission Report:

No report.

F. Committee of the Whole:

1. Ordinance – Municipal Court:

Motion – Wenzel moved to set a Public Hearing date for Monday, December 22, 2014 at 7:10 PM for the amendment to the Municipal Court Ordinance. Seconded by Edinger. Call vote taken. Motion carried unanimously.

2. CASE Wheel Loader – Lease Agreement:

Motion – Van Frachen moved to approve the CASE Wheel Loader Lease Agreement. Seconded by Sonnabend.

Wenzel asked if there is a termination clause in the Lease Agreement. She asked if the City is “locked in” for those five (5) years. Gosz stated she will need to check.

Roll call vote taken. 6 votes cast. Motion carried unanimously.

G. Cemetery Commission:

(Approved)

1. Commission Report:

No report.

OLD BUSINESS:

A. Resolution – 2015 Budget:

Motion – Edinger moved to adopt Resolution #RE14-08 adopting the 2015 Budget for the City of Brillion. Seconded by Nies.

Gosz distributed the TIF Calculations and explained that the City’s mill rate for 2015 will be \$22.12 compared to \$22.17 for 2014.

Van Frachen suggested the City look at charging a fee to residents to have their leaves or branches picked up.

Roll call vote taken. 6 votes cast. Motion carried unanimously.

NEW BUSINESS:

None.

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

Gosz submitted a written report and reported on the following:

- The Department Heads have started discussing their Goals and Objectives for the coming year.
- The tax levy will be given to Calumet County.

MAYOR’S REPORT:

Mayor Deiter gave a brief report on the last Manitowoc River Watershed Stormwater/Flooding meeting that was held. Edinger stated there may be avenues for funding of this project.

Mayor Deiter announced he will be re-running for the Mayor position.

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 7:41 PM.

Gary Deiter, Mayor

Lori M. Gosz, City Administrator/Clerk-Treasurer