

**REGULAR CITY COUNCIL
MEETING
Minutes**

October 24, 2005

City of Brillion Council Chambers

7:00 PM

CALL TO ORDER:

City Council President Sonnabend called the meeting to order at 7:25 PM with the Pledge of Allegiance recited by those in attendance.

ROLL CALL:

Present were Alderpersons T.J. Bastian, Mel Edinger, Tammy Fischer, Larry Maciejewski, Betty Nies, Butch Reif, Gilbert Schneider, Gerald Sonnabend, and Gaylord Unbehaun. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief Scott Kaphingst, City Librarian Chris Moede, Park & Rec Director/Aquatic Coordinator Chad Hoerth, Community Development Director/Zoning Administrator Heather Zander, Fire Chief Rich Janke, and Deputy Clerk/Treasurer Joy Buboltz. Absent was Mayor Robert Mathiebe.

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES – SEPTEMBER 26, 2005 AND OCTOBER 10, 2005:

Motion – Unbehaun moved to approve the minutes of the September 26, 2005 City Council meeting and the October 10, 2005 Special City Council meeting as printed and circulated. Seconded by Fischer. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

7:25 PM – PUBLIC HEARING – FOUR WAY STOP SIGN ORDINANCE – ROUND LAKE ROAD/E. NATIONAL AVENUE:

Sonnabend opened the Public Hearing at 7:26 PM and asked for testimony for the proposed ordinance. No testimony given.

Sonnabend asked for testimony against the proposed ordinance. Don Sommers asked the reason for the proposed four way stop sign. He stated that the posted speed limit in that area is 25 mph and placing a four way stop sign in that area will hold up traffic.

Sonnabend asked for any other testimony. None given. Sonnabend closed the Public Hearing at 7:28 PM.

GUESTS:

Beth Wenzel from Zander Press and Monica Schmidt.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Police Chief Kaphingst reported on the following:

- The four (4) new part time Police Officers are presently in training.
- There are traffic problems occurring on Center Road, i.e. speeding.

- The concern with evidence storage for the Brillion Police Department will not be addressed in the 2006 budget.
- There has been good and favorable use with the taser. The taser was used in the past for animal control.

B. Park & Recreation:

No report.

C. Library:

Library Director Moede reported on the following:

- The Library Board met with architect Alan Birschbach regarding a possible location for the Library's elevator and rest room in the basement. The Board moved to have Birschbach get back to the Board with a cost estimate for the project.
- A team of seven (7) teens participated in the System's Battle of the Books and came back as first place winners.
- The Library System will be part of a statewide consortium that will be providing 24/7 reference service through the internet. This service should go live in January.
- The new Library brochure was distributed.

D. Community Development:

No report.

E. Fire Department:

No report.

7:30 PM – PUBLIC HEARING – REDEVELOPMENT DISTRICT IMPROVEMENT PLAN – CANCELLED:

Sonnabend stated that this Public Hearing has been cancelled.

7:35 PM – FEMA FLOODPLAIN ZONING ORDINANCE:

Sonnabend opened the Public Hearing at 7:35 PM.

Maciejewski asked if this proposed zoning ordinance will get the City in compliance with the federal and state regulations. Gosz stated yes. Maciejewski asked if there is any cost to this change. Gosz stated no. Sonnabend stated this updating needs to be done. Gosz stated these updates must be done by the end of the year.

Sonnabend asked for testimony for or against the proposed ordinance. No testimony given.

Sonnabend closed the Public Hearing at 7:37 PM.

COMMITTEE REPORTS:**A. Finance and Purchasing Committee:****1. Vouchers Payable:****A. General Fund Vouchers:**

Motion – Nies moved to approve the general fund vouchers in the amount of \$403,890.06. Seconded by Edinger.

Questions were asked about various vouchers and were answered by Gosz.

Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

B. Payroll:

Motion – Nies moved to collectively approve the September 30, 2005 payroll in the amount of \$33,500.42 and the October 14, 2005 payroll in the amount of \$35,308.99. Seconded by Reif. Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

C. Reserves:

Motion – Nies moved to approve a DPW Reserve expenditure to Brillion True Value in the amount of \$27.76, a DPW Reserve expenditure to Bob Endries in the amount of \$280.00, a Street Maintenance Reserve expenditure to J&E Construction Co. in the amount of \$178.07, a Street Maintenance Reserve expenditure to Lorrigan Construction in the amount of \$25,000.00, a DPW Reserve expenditure to Maritime Fire Protection in the amount of \$41.00, a Police Department Reserve expenditure to Ray O'Herron in the amount of \$1,405.60, a DPW Reserve expenditure to Ken's Plumbing in the amount of \$5,346.00, a DPW Reserve expenditure to Krueger Electric in the amount of \$8,459.83, and a Technology Reserve expenditure to Cardmember Service in the amount of \$1,203.49. Seconded by Edinger. Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

D. Contingency:

Motion – Nies moved to approve an expenditure from the City's Contingency Fund in the amount of \$6,557.20 to Kahler Slater. Seconded by Edinger. Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

2. License Applications:**A. Operator Licenses:**

Motion – Nies moved to collectively grant operator licenses to Paula J. Kalies, Jessica L. Subert, Amy Muehlbauer, and Lora M. Muehlbauer. Seconded by Maciejewski. Alderperson Reif abstained from voting. Call vote taken. Motion carried.

B. Protection of Persons & Property:**1. Ambulance Replacement:**

Gosz stated the ambulance the City was considering purchasing is no longer available. The Protection of Persons & Property Committee will wait to see what is available in 2006.

No action was taken on this item.

2. 2006 Ambulance Budget:

Motion – Fischer moved to approve the 2006 Ambulance Budget with a subsidy amount of \$112,621.67 and to allow Gold Cross Ambulance to increase the on-call "no transport" fee from \$10.00 to \$15.00 and "third responder" pay to \$10 per run, effective immediately. Seconded by Edinger.

Nies asked if this increase in the "no transport" fee and the "third responder" pay will affect this year's budget. Fischer stated that the increase will not affect the 2005 budget much.

Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

C. City Affairs Committee:**1. Road Maintenance Agreement between the City of Brillion and the Town of Brillion:**

Motion – Maciejewski moved to amend the Road Maintenance Agreement between the City of Brillion and the Town of Brillion with the suggested changes as presented. Seconded by Bastian. Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

2. Old DPW Garage and Salt Shed Removal Bids:

Sonnabend stated three (3) bids were received for the DPW Garage and two (2) bids were received for the salt shed. Bob Gerritz submitted the highest bid with the City receiving \$1,030 for the salt shed and \$2,031 for the DPW Garage. Gerritz will purchase and move both buildings from the site.

Maciejewski asked if the City will have a contract with him. Gosz stated that she will be asking him for proof of insurance.

Edinger asked if there are any items in the DPW Garage that the City could use in the new DPW Garage. Gosz will have Dennis Jandrey check to see if there are any items that can be used at the new garage.

Schneider asked if the electrical and water and sewer lines will remain at the site. Gosz stated the lines will be turned off and remain there until the City decides what should be done with the site.

Motion – Fischer moved to accept the bids from Bob Gerritz for the purchase and removal of the salt shed in the amount of \$1,030 and the DPW Garage in the amount of \$2,031. Seconded by Unbehaun. Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

3. DPW Garage Parking Lot and Salt Shed Asphalt Pad Bids:

Gosz stated because the paving of the garage parking lot area was not included in the original bidding process for the construction of the salt shed, the City was required to advertise for bids to complete the entire project area. She stated that the City received one (1) bid, which was from Northeast Asphalt, in the amount of \$39,160.

Edinger asked what account the funding for this project would come from. Gosz stated there is presently \$21,000 left in the DPW Garage Reserve Fund. The balance, in the amount of \$18,000, could be taken from the City's Contingency Fund or from the City's Recycling Reserve Account. Maciejewski stated that the City will be receiving \$3,000 from Bob Gerritz for the old DPW Garage and salt shed, which could be used towards this project. Nies suggested taking \$15,000 from the City's Contingency Fund to pay for the balance of the project.

Edinger asked why the paving needs to be done at this time. Gosz stated presently there is only a gravel base by the new DPW Garage and the area where the salt shed will be built. She explained that the floor of the salt shed will need to be paved before salt can be stored in the shed.

Maciejewski suggested only putting down the first coat of the asphalt by the new DPW Garage, due to the moving of heavy equipment. Gosz stated that the gravel base by the garage has been there for a year.

Motion – Edinger moved to accept the bid from Northeast Asphalt, in the amount of \$39,160, for the parking lot and salt shed pad by the new DPW Garage, with \$21,000 taken from the DPW Reserve Account, \$15,000 taken from the City's Contingency Fund, and \$3,000 from the sale of the old DPW Garage and salt shed. Seconded by Bastian. Ballot vote taken. 8 votes cast. 7 yes votes and 1 no vote cast by Schneider. Motion carried.

D. Personnel:

Unbehaun stated that the City will hire a new Building Inspector in the near future, due to the resignation of the City's current Building Inspector.

E. Community Development Committee:

1. Technology Infrastructure:

Community Development Director/Zoning Administrator Zander stated that the Community Development Committee went on record requesting the Mayor to send a letter to Calumet County requesting the County to investigate the possibility of providing fiber-optic cable infrastructure County wide. She stated when the Committee discussed infrastructure they weren't only discussing water and sewer but also technology infrastructure.

She stated that East Central Regional Plan Commission is beginning a study on this type of infrastructure and are working on obtaining grants for this type of project. She suggested working on this on a regional basis.

Unbehaun asked if it would be possible for Verizon to provide this type of infrastructure. Zander explained there are wireless and fiber optic capabilities and suggested that more fact finding be done before any action is taken.

No action was taken on this item.

REPORTS OF OTHER BOARDS AND COMMISSIONS:

A. Plan Commission:

No report.

B. Park & Recreation:

No report.

C. Library Board:

No report.

D. Utility Commission:

No report.

E. Redevelopment Authority Commission:

No report.

F. Board of Public Works:

1. 2006 Proposed Budget:

No action taken.

ACCEPTANCE OF MINUTES:

Motion – Maciejewski moved to collectively place the following minutes on record: the Finance and Purchasing Committee meeting of 9/26/05, the Special Finance & Purchasing Committee Meeting of 9/28/05, the Community Development Committee Meeting of 10/3/05, the Plan Commission Meeting of 10/3/05, the Board of Public Works Meeting of 10/5/05, the Park & Recreation Commission Meeting of 10/6/05, the City Affairs Committee meeting of 10/10/05, the Board of Appeals Meeting of 10/12/05, the Redevelopment Authority Commission meeting of 10/13/05, the Water and Sewer Commission Meeting of 10/17/05, and the Protection of Persons & Property Committee Meeting of 10/19/05. Seconded by Schneider. Call vote taken. Motion carried unanimously.

OLD BUSINESS:**A. Four-Way Stop Sign Ordinance:**

Motion – Maciejewski moved to adopt Ordinance #OR05-08 as it relates to four-way stops in the City of Brillion. Seconded by Edinger.

Maciejewski stated, in response to Calumet Board Supervisor Sommers' concern, the area on E. National Avenue and Round Lake Road has been heavily patrolled as of late. He stated people are not slowing down on that stretch of road and is hoping that placing stop signs at that intersection will slow down the traffic in that area.

Officer Schend stated he feels that the four-way stop sign is a good idea and also suggested placing more 25 mph signs in that area.

Unbehaun stated the ordinance is a traffic control necessity and that the heaviest traffic in that area are in the morning before school starts and after church.

Maciejewski suggested placing red flags on the stop signs and also installing "Stop Ahead" signs.

Ballot vote taken. 8 votes cast. 7 yes votes and 1 no vote cast by Schneider. Motion carried.

B. FEMA Floodplain Zoning Ordinance:

Motion – Maciejewski moved to adopt Ordinance #OR05-09 as it relates to the Floodplain Zoning in the City of Brillion. Seconded by Edinger. Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

C. Closed Session:

Council President Sonnabend stated that the City Council will be going into Closed Session per W.S.S. 19.85(1)(e).

Motion – Edinger moved that the City Council go into Closed Session per W.S.S. 19.85(1) (e). Seconded by Fischer. Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

The City Council went into Closed Session at 8:18 PM.

D. Open Session:

Motion – Maciejewski moved that the City Council return to Open Session. Seconded by Bastian. Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

The City Council returned to Open Session at 8:38 PM.

E. Sale of City Property:

No action taken.

F. Purchase of Property:

Motion – Maciejewski moved to deny the counteroffer by Mr. Geary. Seconded by Bastian. Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

NEW BUSINESS:**A. Professional Services Agreement – 2005 Digital Orthophotography – Ayres Associates:**

Gosz explained that Calumet County, in cooperation with the Wisconsin Regional Initiative Partnership, conducted a digital orthophotography and photogrammetric mapping of Calumet County through Ayres Associates. As part of the project, Ayres Associates is offering to municipalities the option to acquire optional high accuracy map data at a reduced cost.

A question was raised regarding the additional services portion of the Agreement. Gosz will verify the additional services.

It was asked where the funds for this service be taken from. Gosz stated that the City has a Mapping Reserve Account for this type of service.

Motion – Unbehau moved to approve the Professional Service Agreement with Ayres Associates, Inc. to prepare digital orthophotography and related products to the City of Brillion. Seconded by Fischer.

Ballot vote taken. 8 votes cast. All in favor. Motion carried unanimously.

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

Gosz reported on the following:

- November calendar.
- December calendar.
- There will be a Special City Council Meeting on October 31st.
- The RDA is in the process of scheduling dates for the Big Idea.

MAYOR’S REPORT:

No report.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Reif moved to adjourn. Seconded by Nies. Call vote taken. Motion carried unanimously. The meeting adjourned at 8:50 PM.

Robert Mathiebe, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer