

**REGULAR CITY COUNCIL
MEETING
Minutes**

December 19, 2005

City of Brillion Council Chambers

7:00 PM

CALL TO ORDER:

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

ROLL CALL:

Present were Mayor Robert Mathiebe, 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, and Deputy Clerk/Treasurer Joy Buboltz.

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES – NOVEMBER 28, 2005:

Motion – Edinger moved to approve the minutes of the November 28, 2005 City Council meeting as printed and circulated. Seconded by Fischer. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

Steve Letourneaux read a prepared statement regarding the “Big Idea”.

Deputy Clerk/Treasurer Buboltz read a letter from Mary Maciejewski regarding the “Big Idea.

Brad Grant stated he supports downtown redevelopment, but feels the development of an industrial park should be the City’s main goal.

Deputy Clerk/Treasurer Buboltz read an e-mail from Sue Kees regarding the “Big Idea” and read a letter from Keith Ondrasek regarding the “Big Idea”.

Diane Schauer encouraged the City Council to move forward with the “Big Idea”.

GUESTS:

Beth Wenzel from Zander Press, Roger Butzlaff, Diane Schauer, Steve Letourneaux, Beth Alt, Monica Schmidt, Don Mathiebe, Brad Grant, Renee Bonick, Tim Stori, Town of Brillion Supervisors Mark Schnell and Wayne Maile, Amy Vaclavik from McMahon Associates, and Police Officer Dave Jaeger.

DEPARTMENT HEAD REPORTS:

A. Police Department:

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

- Calumet County Corporation Attorney Pam Captain informed him that the Calumet County Sheriff’s Department legally cannot contract with the City for Police services due to current State law that prohibits a County from contracting with a City unless the City completely disbands its Police department.

Fischer stated regarding the 7th full time Police Officer, she did not have the same understanding from the Protection of Persons & Property Committee Meeting regarding the hiring of the 7th full time Police Officer as he did.

Bastian asked if the Police Officers would work a 5/3 work rotation, would there be savings. Kaphingst stated no, that the present rotation is saving the City money. Maciejewski stated the 64 hours of overtime paid at the last payroll is not saving the City any money. Kaphingst stated the 2,080 work schedule does not work well.

B. Park & Recreation:

Park & Recreation Director/Aquatic Coordinator Chad Hoerth submitted a written report and reported on the following:

- At the December 1, 2005 Park & Recreation Commission Meeting the Commission began working on updating the City of Brillion's Open Space and Recreation Plan.
- The BCC pool will be closed from December 19th through December 26th for maintenance.
- Registration for the 2006 Winter/Spring programming began on December 5th for residents and December 7th for non-residents. Online registration has become more popular with 58% of the registrations using the online feature.
- At the last Park & Recreation Commission meeting, the Commission approved a free swim pass for those students who have passed their swimming lesson. This will be done a 6 month trial period.
- He presented a monthly revenue and membership update.

C. Library:

Library Director Moede submitted a report and reported on the following:

- The Library Board recommends moving forward with the basement access project.

Gosz stated the City Affairs Committee will be reviewing this project at their January meeting.

Maciejewski asked where funding for this project will come from. Moede stated she is currently working on funding options for this project.

D. Community Development:

Community Development Director/Zoning Administrator Zander submitted a report and reported on the following:

- The "Big Idea" report will be posted on the City's website in the near future.

E. Fire Department:

Gosz stated that Fire Chief Janke will be submitting a report quarterly.

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 \$78,832.80. Seconded by Sonnabend.

Unbehaun questioned a payment to Northeast Asphalt, which was answered by Gosz.

Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

B. Payroll:

Motion – Nies moved to approve the December 9, 2005 payroll in the amount of \$43,848.40. Seconded by Edinger. Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

1. Vouchers Payable:

C. Reserves:

Motion – Nies moved to approve a Street Maintenance Reserve expenditure to the Town of Brillion in the amount of \$14,851.51 and a DPW Garage Reserve expenditure to Northeast Asphalt in the amount of \$17,959.00. Seconded by Edinger. Ballot vote taken. 9 votes cast. 8 yes votes and 1 no vote cast by Reif. Motion carried.

D. Contingency:

Motion – Nies moved to approve expenditures from the City's Contingency Fund in the amount of \$27,355.29 to Kahler Slater. Seconded by Sonnabend. Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

2. License Applications:

A. Operator Licenses:

Motion – Nies moved to grant an operator license to Aaric S. Nohr. Seconded by Bastian. Call vote taken. Motion carried unanimously.

B. Protection of Persons & Property:

1. 2006 Ambulance Service Agreement between the City of Brillion and Gold Cross Ambulance, Inc.:

Fischer stated the only change in this Agreement is that the Town of Brillion is not included.

Motion – Fischer moved to approve the agreement between the City of Brillion and Gold Cross Ambulance Service, Inc. Seconded by Maciejewski. Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

2. 2006 Ambulance Service Agreement between the City of Brillion and the Town of Brillion:

Fischer stated the Town of Brillion has agreed to guarantee payment to Gold Cross for all billable calls within the Township. Gold Cross will bill the Township directly for all billable calls not collected.

The City and Town also agreed that when there is a rate per call change, which is charged by Gold Cross, the amount for Town calls will always be \$300 higher than the rate for City calls.

Fischer stated this agreement will be a 5-year agreement.

Motion – Fischer moved to approve the agreement between the City of Brillion and the Town of Brillion. Seconded by Maciejewski.

Schneider asked about storage of the ambulance. Fischer stated the Town of Brillion will be contracting from the City of Brillion and that is why there is a \$300 increase per call.

Fischer stated the City will be working on expanding the ambulance service area. Gosz stated she will be sending a proposal to the surrounding municipalities to discuss this with them at a future Board meeting.

Reif asked if the \$300 was a guaranteed payment. Fischer stated the only exception would be if a City resident is involved in an accident in the Town of Brillion or if a Town resident is involved in an accident in the City.

Sonnabend stated he felt this Agreement was good for all parties involved. Maciejewski stated that Mark Schnell and Wayne Maile deserve credit for the Agreement since they suggested some of the changes made to the Agreement.

Wayne Maile stated he heard from Town residents that Gold Cross Ambulance Service does not send bills in a timely manner and sometimes are "writing off" those accounts before insurance companies are able to make payment. He feels that Gold Cross needs to do a better job on billing.

Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

C. City Affairs Committee:

1. Committee Report:

No Report.

E. Community Development Committee:

1. Committee Report:

No report.

REPORTS OF OTHER BOARDS AND COMMISSIONS:

A. Plan Commission:

1. Committee Report:

No report.

B. Park & Recreation:

1. Committee Report:

No report.

C. Library Board:

1. Committee Report:

No report.

D. Utility Commission:

1. Committee Report:

Maciejewski asked about the estimate of \$9,000 for the painting of the pickup truck. Sonnabend stated that was an estimate given and at this time no decision has been made.

E. Redevelopment Authority Commission:

1. Committee Report:

No report.

ACCEPTANCE OF MINUTES:

Gosz stated the Joint RDA/Park & Recreation Commission Minutes of 12/7/05 was not included in the packet for approval.

Motion – Unbehaun moved to collectively receive and place the following minutes on record: the Finance and Purchasing Committee meeting of 11/28/05, the Park & Recreation Commission meeting of

12/1/05, the Plan Commission Meeting of 12/6/05, the Personnel Committee meeting of 12/12/05, the Water and Sewer Commission Meeting of 12/12/05, and the Protection of Persons & Property Committee Meeting of 12/13/05. Seconded by Edinger. Call vote taken. Motion carried unanimously.

D. Personnel:

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

Mayor Mathiebe announced the City Council will be going into Closed Session per W.S.S. 19.85(1) (c) (e).

Motion – Nies moved to go into Closed Session per W.S.S. 19.85(1) (c) (e). Seconded by Maciejewski. Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

The City Council went into Closed Session at approximately 8:05 PM.

2. Open Session:

Motion - Nies moved to return to Open Session. Seconded by Maciejewski. Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

The City Council returned to Open Session at 9:23 PM.

3. 2006 BCC Non-Union Employee Wage Schedule:

Motion – Nies moved to approve the BCC Wage Schedule for non-union employees with a start date of January 1, 2006. Seconded by Unbehaun. Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

4. 2006 BCC Hours of Operation – Schedule Changes:

Motion – Unbehaun moved to authorize management to layoff and recall, per Personnel Policy and Procedure Manual and AFSCME Union Contract, all part time employees at the BCC to allow for scheduling of reduced hours of operation to take effect January 9, 2006. Seconded by Fischer. Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

5. 2006 Employment Agreements:

Motion – Maciejewski moved to collectively approve the 2006 Employment Agreements for the City Administrator/Clerk-Treasurer, Police Chief, Police Captain, Police Aide, Park & Recreation Director/IT Director, Aquatic Coordinator, Library Director, and Community Development Director/Zoning Administrator. Seconded by Edinger. Ballot vote taken. 9 votes cast. 6 yes votes cast by Unbehaun, Maciejewski, Fischer, Bastian, Sonnabend, and Edinger. 3 no votes cast by Reif, Nies, and Schneider. Motion carried.

OLD BUSINESS:

A. Ambulance Replacement:

Gosz explained and presented to the City Council the proposed ambulance for purchase. The ambulance is a 2004 model with low mileage and full warranty. The painting on the proposed ambulance is red. The painting can be changed to match the present two (2) ambulances with a cost of \$3,000 and \$1,000 for the logo. She stated that Mark Fredrickson from Gold Cross Ambulance needs authorization to proceed with the negotiating of the 2004 model ambulance.

Unbehaun suggested leaving the red paint on the ambulance and having the City contract to have the logo placed on the ambulance.

Motion – Unbehaun moved to authorize Mark Fredrickson from Gold Cross Ambulance to proceed with negotiations to purchase the 2004 model ambulance. Seconded by Edinger.

Mayor Mathiebe stated there is money in the ambulance reserves for this purchase.

Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

B. Closed Session:

Item discussed earlier.

C. Open Session:

Item discussed earlier.

D. Purchase of Property:

Motion – Maciejewski moved to begin proceeding with property acquisition of 80 acres from Binsfeld, located on Hacker Road, starting with a price of \$760,000 subject to engineering studies and 80% of the property being developable. Seconded by Fischer. Ballot vote taken. 9 votes cast. All in favor. Motion carried unanimously.

E. Big Idea – Mixed Use Development:

Mayor Mathiebe stated a Special City Council Meeting will be held on January 10, 2006 at 6:00 PM to discuss this issue.

NEW BUSINESS:

A. Resolution – 2006 Wages & Benefits:

Motion – Unbehaun moved to adopt Resolution #RE06-01 – 2006 Wages and Benefits. Seconded by Edinger. Ballot vote taken. 9 votes cast. 7 yes votes, 2 no votes cast by Schneider and Reif. Motion carried.

B. City of Brillion Strategic Plan – Establish Adhoc Committee:

Mayor Mathiebe stated that UW Extension Agent Mary Kohrell has agreed to assist the City in developing a Citywide Strategic Plan. She has suggested appointing an Adhoc committee comprised of members from the City Council, Plan Commission, Community Development, and a citizen.

Motion – Sonnabend moved to authorize Mayor Mathiebe to appoint an Adhoc committee to work on the development of a Citywide Strategic Plan. Seconded by Unbehaun.

Edinger asked what Committee will be giving the Adhoc Committee direction. Gosz stated the City Council and the Plan Commission.

Gosz stated the Community Development Committee will continue meeting until April, and at that time the Committee may be used for special projects.

Gosz stated Kohrell will be meeting with the City's Department Heads on January 3rd.

Gosz stated City Council members should let her know if they would like to be part of this Committee.

Call vote taken. Motion carried unanimously.

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

Gosz submitted a written report and reported on the following:

- Deputy Clerk/Treasurer Buboltz has been attending numerous election training sessions in preparation of the 2006 Statewide Voter Registration and state and federal requirements. Election Board members, Elaine Zeamer and Janet Mathiebe have also been attending training sessions.

MAYOR'S REPORT:

Mayor Mathiebe stated he has filed his Non-Candidacy papers and therefore will not be running for re-election.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn. Seconded by Nies. Call vote taken. Motion carried unanimously. The meeting adjourned at 9:45 PM.

Robert Mathiebe, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer