

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

January 26, 2015

Brillion Community Center

6:00 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 6:00 PM.

ROLL CALL:

Present were Mayor Gary Deiter, Alderpersons Bob Brick, Mel Edinger, Crystal Fflug, Betty Nies, Wally Sonnabend, Larry Van Frachen, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Police Chief JoAnn Mignon.

GUESTS:

None.

APPROVAL OF THE AGENDA:

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
JANUARY 12, 2015:**

Motion – Sonnabend moved to approve the minutes of the January 12, 2015 Committee of the Whole. Seconded by Brick. Call vote. Motion carried unanimously.

Edinger commented on the cost of printing minutes on paper. He suggested looking at condensing the minutes allowable per State to keep costs down.

CITIZEN INPUT:

None.

FINANCE & PURCHASING:

A. Review of Vouchers:

1. 2014 Vouchers:

A. General Fund= \$133,925.61:

Motion – Edinger moved to recommend to City Council the approval of the 2014 General Fund vouchers in the amount of \$133,925.61. Seconded by Brick.

Edinger questioned the payment for unemployment insurance. Gosz briefly explained the length of time an individual can claim unemployment.

Call vote taken. Motion carried unanimously.

B. Reserves = \$17,127.79:

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Motion – Edinger moved to recommend to City Council to approve the 2014 Reserve expenditures in the amount of \$17,127.79. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

C. Contingency=\$00.00:

None.

D. TIF Expenditures=\$0.00:

None.

2. 2015 Vouchers:

A. General Fund= \$1,221,112.89:

Motion – Edinger moved to recommend to City Council the approval of the 2015 General Fund vouchers in the amount of \$1,221,112.89. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

B. Reserves = \$2,010.00:

Motion – Sonnabend moved to recommend to City Council to approve the 2015 Reserve expenditures in the amount of \$2,010.00. Seconded by Brick. Call vote taken. Motion carried unanimously.

C. Contingency=\$00.00:

None.

D. TIF Expenditures=\$0.00:

None.

B. Review of License Applications:

1. Temporary Class B License – Brillion Fire Department:

Motion – Nies moved to recommend to City Council to grant a Temporary Class B License to Brillion Fire Department for their Annual Mid-Winter Brat Fry to be held on Sunday, February 1, 2015. Seconded by Sonnabend. Call vote taken. Motion carried.

2. Operator License: Nikki Lynne Pernell, Shane Schumacher, Shane Fischer:

Motion – Edinger moved to recommend to City Council to grant an Operator License to Nikki Lynne Pernell, Shane Schumacher, and Shane Fischer. Seconded by Sonnabend. Call vote taken. Motion carried.

3. Temporary Operator License – Lucas Wenzel:

Motion – Sonnabend moved to recommend to City Council to grant a Temporary Operator License to Lucas Wenzel. Seconded by Nies. Call vote taken. Motion carried.

C. Review of Payroll:

Motion – Sonnabend moved to recommend to City Council to approve the December 26, 2014 payroll. Seconded by Edinger. Call vote taken. Motion carried.

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Motion – Edinger moved to recommend to City Council to collectively approve the January 9, 2015 Payroll and the January 23, 2015 Payroll. Seconded by Sonnabend. Call vote. Motion carried.

D. Room Tax Allocation Policy:

Gosz explained this Policy would establish a Committee to review projects for funding requests. She explained the City Council would approve all expenditures requested. Gosz stated Community Development Welch will ask the Brillion Chamber for two (2) representatives to serve on this Committee.

Motion – Van Frachen moved to approve the Room Tax Allocation Policy. Seconded by Edinger. Call vote taken. Motion carried.

PROTECTIONS OF PERSONS & PROPERTY:

A. Revised Deposit Schedule of Violations:

Mignon explained the revisions to the Bond Schedule. This was reviewed with the Municipal Court Judge and the Municipal Court Clerk. The amounts were established per allowed by State Statute.

Motion – Sonnabend moved to recommend to City Council to approve the Revised Deposit Schedule of Violations. Seconded by Van Frachen. Call vote taken. Motion carried.

CITY BUILDINGS AND GROUNDS:

A. Compost Site Agreement with Village of Potter:

Motion – Edinger moved to recommend to the City Council the Compost Site Agreement with the Village of Potter. Seconded by Sonnabend. Call vote taken. Motion carried.

B. Upper Manitowoc River Watershed Task Force:

Motion – Edinger moved to recommend to City Council to authorize the Mayor and the City Administrator to represent the City of Brillion on the Upper Manitowoc River Task Force. Seconded by Brick. Call vote taken. Motion carried.

Mayor Deiter reported the work that the Task Force will be doing over the next year. Mayor Deiter stated he will give the City Council and the Plan Commission monthly updates on the Task Force work.

PERSONNEL:

Mignon gave an update on the hiring process of the Police Administrator Assistant.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn. Seconded by Van Frachen. Call vote taken. Motion carried unanimously. The meeting adjourned at 6:35 pm.

Approved

Lori M. Gosz
City Administrator/Clerk-Treasurer