

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

May 26, 2015

Brillion Community Center

7:00 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 7:13 PM with the Pledge of Allegiance recited by those in attendance.

ROLL CALL:

Present were Mayor Gary Deiter, Alderpersons Robert Brick, Mel Edinger, Crystal Fhlug (arriving at 7:15 PM), Betty Nies, Wally Sonnabend, Larry Van Frachen, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Park & Rec Director Ann Marx, Deputy Clerk/Treasurer Joy Buboltz, Police Chief JoAnn Mignon, and Community Development Director Cheryl Welch. Absent were City Librarian Chris Moede and Fire Chief Rich Janke.

APPROVAL OF THE AGENDA:

Mayor Deiter stated that he would like to move Agenda Item #10. New Business to after Agenda Item #5. B. Guests.

Motion –Nies moved to approve the revised agenda as stated. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

APPROVAL OF MINUTES –APRIL 27, 2015 REGULAR CITY COUNCIL MEETING AND THE MAY 4, 2015 JOINT SPECIAL CITY COUNCIL/PLAN COMMISSION/RDA MEETING:

Motion – Wenzel moved to collectively approve the minutes of the April 27, 2015 Regular City Council Meeting and the May 4, 2015 Joint Special City Council/Plan Commission/RDA meeting. Seconded by Brick. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Park & Recreation Intern Christopher Buboltz, Ron Wolf from McMahan, and Jon Cameron from Ehlers.

7:15 PM – PUBLIC HEARING – ORDINANCE – REGULAR MEETINGS OF THE CITY COUNCIL:

Mayor Deiter opened the Public Hearing at 7:16 PM and asked three (3) times for testimony for or against the amended ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 7:17 PM.

NEW BUSINESS:

Jon Cameron, Ehlers, distributed the Sale Day Report for the City of Brillion's \$2,590,000 General Obligation Corporate Purpose Bonds, Series 2015B. He explained that two (2) bids were received with Bernardi Securities, Inc. from Chicago, IL being the low bidder. Bernardi Securities, Inc. is offering an interest rate of 2.89% for the life of the debt. Cameron explained the overall principal and interest for this borrowing came in slightly higher than the preliminary amounts, however, the savings came in better than estimated on the refunding of the 2006 Bonds.

Cameron stated Ehlers has seen interest rates slightly increasing lately. That is why this interest rate came in higher than expected.

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Cameron reviewed and explained the sale results with the City Council.

Cameron distributed the Sale Day Report for the City of Brillion's \$825,000 Sewerage System Revenue Bonds, Series 2015C. He explained that three (3) bids were received for this borrowing, with Bernardi Securities, Inc. from Chicago, IL being the low bidder. He explained the total principal and interest came in slightly higher than estimated, however, a bidding premium is available to assist with additional project costs in 2015 and 2016. Cameron reviewed and explained the sale results with the City Council.

A. Letter of Engagement – Quarles & Brady – Bond Counsel for Issuance of \$2,645,000 General Obligation Corporate Purpose Bonds, Series 2015B:

Motion – Sonnabend moved to approve the Letter of Engagement from Quarles & Brady for Bond Counsel for the issuance of \$2,645,000 General Obligation Corporate Purpose Bonds, Series 2015B. Seconded by Wenzel. Roll call vote taken. 7 votes cast. Motion carried unanimously.

B. Letter of Engagement – Quarles & Brady – Bond Counsel for Issuance of \$825,000 Sewerage System Revenue Bonds, Series 2015C:

Motion – Van Frachen moved to approve the Letter of Engagement from Quarles & Brady for Bond Counsel for the issuance of \$825,000 Sewerage System Revenue Bonds, Series 2015C. Seconded by Sonnabend. Roll call vote taken. 7 votes cast. Motion carried unanimously.

C. Resolution – Awarding the Sale of \$2,645,000 General Obligation Corporate Purpose Bonds, Series 2015B:

Motion – Nies moved to adopt Resolution #RE15-13 awarding the sale of \$2,645,000 General Obligation Corporate Purpose Bonds, Series 2015B. Seconded by Wenzel. Roll call vote. 7 votes cast. Motion carried unanimously.

D. Resolution – Awarding the Sale of \$825,000 Sewerage System Revenue Bonds, Series 2015C of the City of Brillion, Calumet County, Wisconsin, and Providing for the Payment of Bonds and Other Details with Respect to the Bonds:

Motion – Sonnabend moved to adopt Resolution #RE15-14 awarding the sale of \$825,000 Sewerage System Revenue Bonds, Series 2015C of the City of Brillion, Calumet County, Wisconsin, and Providing of the Bonds and Other Details with Respect to the Bonds. Seconded by Wenzel. Roll call vote taken. 7 votes cast. Motion carried unanimously.

E. Agreement for Professional Services –McMahon – Safe Routes to School Trail & Intersection Improvements Project Engineering:

Motion – Van Frachen moved to approve the Agreement for Professional Services with McMahon for the Safe Routes to School Project Engineering. Seconded by Edinger. Roll call vote taken. 7 votes cast. Motion carried unanimously.

Wolf gave an update on the current City projects. He explained that Immel Construction has started lateral work on S. Columbus Avenue and will be working on Dewey Street, Trier Street, and Schley Street. Pipe bursting on those streets are proposed to start July 1st. As far as the N. Columbus Avenue project, a Pre-Construction meeting has been scheduled for Thursday, June 4th to discuss the project. Work on that street will start shortly after that meeting.

Wolf reported that Sommers Construction started the Safe Routes to School Trail last week. The gravel and the grading have been completed. It is hope to have the paving of the trail done by the end of this week, weather permitting.

Gosz reported she received a phone call from Tammy Quinzer property owner of 117 Trier Street. Quinzer stated that her sump pump is already hooked to a City storm sewer. Gosz stated she will have DPW Working

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Leading Jandrey look at that storm sewer to determine if it is a private or public storm sewer. Gosz advised the City Council members that they need to adopt a policy to address these situations.

Wolf explained how home visits on the affected streets will be handled this year.

CONSENT AGENDA:

A. Acceptance of Minutes:

Brillion Library Board meeting of 3/18/15, Plan Commission meeting of 4/6/15, Park & Recreation Commission meeting minutes of 4/9/15, Committee of the Whole meeting of 4/13/15, Brillion Library Board meeting of 4/15/15, Board of Appeals meeting of 4/16/15, and the Water and Sewer Utility Commission meeting of 4/20/2015.

B. Approval of Vouchers:

1. **General Fund: \$91,605.32:**
2. **Reserves =\$26,180.62:**
3. **Contingency = \$345.69:**
4. **TIF Expenditures=\$6,359.50:**

C. Approval of Payroll:

D. Approval of License Applications:

1. **Operator Licenses – New: Katherine M.R. Stange, Brittany S. Loose, Marian J. Koch, Heather R. Borseth, Sarah Clavers, Allen C. Muehlbauer, Derek Nettekovan, Jessica Behnke, Christa Stockton, Dedra Piepenburg, Sarah Skenandore:**
2. **Operator Licenses – Renewal: Dorene Spatchek, Susan M. Smet, Lisa A. Robley, Bryan R. McVey, Pamela J. Faris, Connie S. Peel, Lynn Behnke:**
3. **Temporary Operator License – Samantha Schwahn:**
4. **Class B Beer & Class B Liquor Combination - New: ACAKDCA, LLC for Ethel’s Pub & Grill:**
5. **Temporary Class B Beer License: New – Brillion Area Jaycees for Brillion Fest Activities at Peters Park:**

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 Applications as approved at the May 26, 2015 Committee of the Whole Meeting. Seconded by Van Frachen. Roll call vote taken. 7 votes cast. Motion carried unanimously.

E. Approval of Appointments:

None.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Chief Mignon submitted a written report and reported that she will be applying for a federal grant for a body camera.

B. Park & Recreation:

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

- The work on the tennis courts is taking a little longer than anticipated.
- Christopher Buboltz will be doing his summer internship with the City of Brillion through August.

Van Frachen questioned the vandalism that has been taking place at the parks. Marx stated the vandalism has been in the bathrooms and at the drinking fountain at Heritage Park. Mayor Deiter suggested the Police Officer on duty check the bathrooms for any vandalism before closing them on their shift.

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Edinger questioned the Silversneaker Program. Marx stated to date there are approximately six (6) individuals signed up for the program. She will be doing an article on the program soon.

C. Library:

Librarian Moede submitted a written report.

D. Community Development:

Welch reported on the following:

- The Tourism Committee has met and will review their guidelines they will use for the distribution of room tax dollars.
- A Tour of vacant buildings was held on May 19th with approximately ten (10) people in attendance. Another tour will be held on June 2nd.
- The flags and flower baskets were hung this past week.

E. Fire Department:

No report.

COMMITTEE REPORTS:

A. Plan Commission:

1. City-Wide Theme/Concept:

Welch explained she met with a marketing business to get ideas from them on how to market the City, and tried to get their perspective on the new terminology the City is considering using “Relax, Enjoy, Stay”. The marketing business asked why the City of Brillion is not marketing that our municipality has a 25 mile radius from larger cities, i.e. Appleton, Green Bay, Manitowoc, etc. She is working on putting the whole picture together. Edinger stated he liked Beth Wenzel’s comment at the Joint City Council/Plan Commission/RDA meeting in that people like to live where they play.

Welch reviewed the highlights from the “Special Planning Meetings”. She mentioned the priorities that were identified at those meetings, and presented her recommendations. She would also like to see goal monitoring done.

Motion – Edinger moved to approve the City-wide Theme/Concept as presented. Seconded by Sonnabend.

Nies stated in the Mayor’s address in April the Mayor at that time encouraged residential development, but she sees that the “Planning Group” has industrial and commercial development as first priorities. Mayor Deiter explained that when he ran for Mayor six (6) years ago he wanted the City of Brillion to create an industrial park and see commercial development increase. Now, with seeing all of the “Now Hiring” signage in front of businesses/industries, he feels we need more residential development. Gosz stated all communities are competing for residential development.

Roll call vote taken. 7 votes cast. Motion carried unanimously.

B. Park & Recreation:

1. Committee Report:

No report.

C. Library Board:

1. Committee Report:

No report.

D. Utility Commission:

1. Financing of Capital Projects:

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Gosz reported that per Brad Grant at Calumet County Bank, Calumet County Bank is willing to do a five (5) year loan for the Utility with an interest rate of 3.7% locked in. Gosz also stated that the current Utility short term loan at Calumet County Bank will be paid in full at the end of this year.

Sonnabend stated the Ortho-P Analyzer should help reduce the cost of material for the Utility.

Motion – Sonnabend moved to approve the short-term loan with Calumet County Bank for \$100,000 for the purchase of the Ortho-P Analyzer, the painting of the Main Lift Pump and pipes, and the last section of the reed bed cleaning. Seconded by Edinger. Roll call vote taken. 7 votes cast. Motion carried unanimously.

E. Redevelopment Authority Commission:

1. Commission Report:

No report.

F. Committee of the Whole:

1. Fire Works Permit – Deer Run Golf Course:

Motion – Nies moved to approve the Fire Works Permit to Deer Run Golf Course. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

2. Brillion Fire Department Equipment Replacement Plan:

Motion - Edinger moved to allow Chief Janke to proceed with the jaws replacement and to bring quotes back to a future meeting for review and consideration. Seconded by Wenzel. Roll call vote taken. 7 votes cast. Motion carried unanimously.

Motion – Wenzel moved to proceed with specs and quotes for a new 3,500 gallon Tender. Seconded by Van Frachen. Roll call vote taken. 7 votes cast. Motion carried unanimously.

3. Brillion Police Department Staffing Update:

Motion – Edinger moved to fill the Police Department vacancies with the restructuring proposal as presented by Chief Mignon. Seconded by Van Frachen. Roll call vote taken. 7 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Commission Report:

No report.

OLD BUSINESS:

A. Ordinance – Regular Meeting of the City Council:

Motion – Edinger moved to adopt Ordinance #OR15-01 establishing the time of the regular meetings of the City Council. Seconded by Brick. Roll call vote taken. 7 votes cast. Motion carried unanimously.

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

Gosz submitted a written report and reported on the following:

- A Joint City Council/Plan Commission/RDA meeting will be held on Monday, June 1st at 6:30 PM at the Brillion Community Center.

MAYOR’S REPORT:

Mayor Deiter reported that the Upper Manitowoc River Watershed Task Force will be working on getting a plan together for the Brillion Marsh. This is needed before grants can be applied for.

PRESS TIME:

No questions.

(Approved)

ADJOURNMENT:

Motion – Edinger moved to adjourn the meeting. Seconded by Brick. Call vote taken. Motion carried unanimously. The meeting was adjourned at 8:29 PM.

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk-Treasurer