

(Approved)

**REGULAR CITY COUNCIL  
MEETING  
Minutes**

**April 25, 2016**

**Brillion Community Center**

**6:30 PM**

**CALL TO ORDER:**

Mayor Gary Deiter called the meeting to order at 6:30 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, Betty Nies, Vicki Shafran, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Deputy Clerk/Treasurer Joy Buboltz, Park & Recreation Director Ann Marx, Police Lieutenant Kirk Schend, City Librarian Chris Moede, and Community Development Director Cheryl Welch. Absent was Fire Chief Rich Janke.

**APPROVAL OF THE AGENDA:**

**Motion** –Edinger moved to approve the agenda as printed and circulated. Seconded by Nies. Call vote taken. Motion carried unanimously.

**APPROVAL OF MINUTES – APRIL 19, 2016 NEW “REORGANIZATIONAL” CITY COUNCIL MEETING:**

**Motion** – Sonnabend moved to approve the minutes of the April 19, 2016 New “Reorganizational” City Council Meeting. Seconded by Wenzel. Call vote taken. Motion carried unanimously.

**PUBLIC APPEARANCES:**

**A. Citizen Input:**

None.

**B. Guests:**

Ron Wolf from McMahan, Building Inspector Mike Angoli, Ronald Zeuske, Paul Heraly, Doris Wordell, Earl Geiger, Judy Geiger, Judy Eickert, Jim Eickert, David Schwahn, Leonard Kopidlansky, Gerry Sonnabend, Heather Borseth, Mary Jo Krueger, Jeff Wittmann, Casey Maertz, Rachel Maertz, and Joe Levash.

**CONSENT AGENDA:**

**A. Acceptance of Minutes:**

Brillion Library Board Meeting of 3/16/2016, Plan Commission meeting of 4/4/2016, Park & Recreation Commission meeting of 4/7/2016, Water and Sewer Utility Commission meeting of 4/18/16.

**B. Approval of Vouchers:**

- 1. General Fund: =\$68,917.29:**
- 2. Reserves =\$17,645.79:**
- 3. Contingency = \$0.00:**
- 4. TIF Expenditures=\$0.00:**

**C. Approval of Payroll:**

**D. Approval of License Applications:**

- 1. Operator License – New: Michelle M. Grary, Stephany Lynn Spencer, Shawn Calaway:**
- 2. Temporary Class “B” License –Brillion City Community Drive:**
- 2. Dog & Cat Kennel Permit – 215 Cleveland Street:**

(Approved)

**Motion** – Edinger moved to collectively approve the Consent Agenda with the Acceptance of Minutes, Approval of Accounts Payable and Financial Reports, the Approval of Payroll, the Approval of License Applications, and the approval of a Dog Kennel Permit to the property owner at 215 Cleveland Street as approved at the April 25, 2016 Committee of the Whole Meeting. Seconded by Nies. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**E. Approval of Appointments:**

**1. Tourism Committee:**

**Motion** – Edinger moved to approve the appointment of Sarah Pielhop, Glen Braun, Wendy Allen, Jennifer “Louie” Kohlberg, and Carrie Wenzel to the City’s Tourism Committee. Seconded by Brick. Roll call vote taken. 7 votes cast. 6 yes votes and 1 abstained vote by Wenzel. Motion carried unanimously.

**DEPARTMENT HEAD REPORTS:**

**A. Police Department:**

A written report was submitted.

**B. Park & Recreation:**

Recreation Director Ann Marx submitted a written report and reported they are trying a new setup for the baseball teams. She stated that Joe Behnke pruned the trees in front of the Brillion Community Center, and he and Mayor Deiter will be mowing the grass at the Brillion Community Center.

Marx reported at 10:45 AM on April 29<sup>th</sup> a presentation will take place in honor of Arbor Day.

**C. Library:**

Librarian Moede submitted a written report and reported that a hearing loop is being installed in the basement meeting room through an LSTA Grant.

**D. Community Development:**

Welch reported on the following:

- On April 26<sup>th</sup> a planning/visioning event for the downtown area will be held at Carstens Mill from 5:30 PM to 7:30 PM.
- The CDBG-PF Grant is due at the end of May. For this Grant, the City will have to show that a building in Brillion is blight. The building at 205 N. Main Street, except for the area occupied by Dollar General, has been chosen as the blight building. A meeting was held with the IPR Group for ideas for that building.
- She would like to apply for the Wisconsin Economic Development Corporation Connect Communities membership. The cost of the membership is \$200. With this membership, the City will be able to bring together resources and connect with other communities.
- Street poles are available for the Adopt-A-Basket program.

**E. Fire Department:**

A written report was submitted.

**COMMITTEE REPORTS:**

**A. Plan Commission:**

**1. Commission Report:**

No report.

**B. Park & Recreation:**

**1. Commission Report:**

No report.

(Approved)

**C. Library Board:**

**1. Committee Report:**

No report.

**E. Redevelopment Authority Commission:**

**1. Resolution – Designating 205 N. Main Street as Blight:**

Gosz stated the area being considered for blight is 205 N. Main Street, except for the area occupied by Dollar General. Nies asked if the City has the funds for this project. Gosz stated yes, funds were earmarked in the 2016 City Budget. Welch explained this project will be a public/private partnership with the City contributing \$50,000 towards the project and the rest of the funds from other venues. At this point, the City is just going for the designation of that building being blight.

**Motion** – Edinger moved to adopt Resolution RE16-05 designating the majority of the building located at 205 N. Main Street as blight except for the section that is currently occupied by Dollar General. Seconded by Fhlug. Roll call vote taken. 7 votes cast. 6 yes votes and 1 no vote cast by Nies. Motion carried.

**6:45 PM – PUBLIC HEARING – ORDINANCE – R-1 SINGLE FAMILY RESIDENTIAL DISTRICT:**

Mayor Deiter opened the Public Hearing at 6:48 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 6:49 PM.

**E. Redevelopment Authority Commission (Cont.):**

**2. Wisconsin Economic Development Corporation Connect Communities Application:**

Welch explained she needs a signed letter of recommendation from the members of the City Council for this application.

**Motion** – Wenzel moved to authorize the Community Development Director to send the letter of recommendation from the City Council for membership to the Wisconsin Economic Development Corporation Connect Communities. Seconded by Edinger. Call vote taken. 7 votes cast. Motion carried unanimously.

**6:50 PM – PUBLIC HEARING – 2016 CLEVELAND STREET/MONROE STREET & I/I STORM LATERAL PROJECTS:**

Mayor Deiter opened the Public Hearing at 6:51 PM.

Aldersperson Vicki Shafran stepped down from the City Council floor at this time.

Mayor Deiter asked for testimony for or against the proposed ordinance. Gerry Sonnabend, 125 S. Francis Street, stated that he does not have a basement at this property, therefore feels a mini storm sewer is not needed on the north side of E. Water Street since those businesses located along that area do not have basements in their buildings. He stated to install mini storm sewers in that area would be a waste of City money. He asked why should he and the City, who contributes 50% towards mini storm sewer installation, pay for something that is not needed.

Ron Wolf, McMahon, explained this is the third year that the City of Brillion is doing these types of projects and explained the reason for these projects. Per City Ordinance there are no exceptions for not installing mini storm sewers to a property. This will need to be discussed with the City Council members.

Wolf explained each project and how that project will be done this year.

Shafran questioned parking access to their homes. Wolf stated the contractor will provide assess at night for each property owner. During the day there may not be access to their driveway. Doris Wordell asked the total time of active construction. Wolf stated for the I/I Project maybe five (5) weeks and for the total reconstruction

(Approved)

project maybe two (2) months. He explained those properties in the I/I Project will have better access to their homes than the properties in the total reconstruction project.

Shafran asked with the estimates received by the property owners, will there be additional expenses for these projects. Wolf explained that each property owner only received their mini storm sewer, curb, gutter, driveway apron costs, not the costs to replace their sanitary sewer lateral. The contractor and the City's Building Inspector will meet with each property owner and that property owner will receive those other costs at that time. Shafran asked when those home visits will start. Wolf stated very soon, since the pre-construction meeting will be held this week.

Jeff Wittmann reminded those present that the mini storm sewers are for sump pumps only, not for roof drains. Mayor Deiter stated that once a street project has been completed, the City will go back to that area and will televise those streets to make sure that no clear water is entering that sanitary sewer. This needs to be done per the DNR mandates on the City.

Joe Levash encouraged those with lead water service to consider replacing their lead service with these projects.

Comments from the guests were that when they received their estimate for these projects, they did not realize that was for only a portion of the project. Wolf explained that the estimates the property owners received was for the area to their curb. From the curb into the home is considered private property and that is why the City is asking each affected property to sign the waiver.

Mayor Deiter informed those present to ask questions of the City or the contractor during the projects.

Mayor Deiter asked for any other testimony for or against. None given. Mayor Deiter closed the Public Hearing at 7:35 PM.

#### **D. Utility Commission:**

##### **1. Award Bid – 2016 Cleveland Street/Monroe Street and Utility Reconstruction Project:**

**Motion** – Nies moved to award the bid for the 2016 Cleveland Street/Monroe Street Utility & Roadway Reconstruction Project to Donald Hieptas & Sons in the amount of \$410,498.59. Seconded by Edinger. Roll call vote taken. 7 votes cast. 6 yes votes and 1 abstained vote cast by Shafran. Motion carried.

##### **2. Award Bid – 2016 I/I Project:**

**Motion** – Edinger moved to award the bid for the 2016 I/I Lateral Project to M & E Construction, LLC in the amount of \$218,795.00. Seconded by Sonnabend. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**7:38 PM** - Shafran returned to the City Council floor at this time.

#### **F. Committee of the Whole:**

##### **1. Brillion Optimist Club Parade:**

**Motion** – Sonnabend moved to approve the parade request from the Brillion Optimist Club. Seconded by Shafran. Call vote taken. Motion carried unanimously.

#### **G. Cemetery Commission:**

##### **1. Commission Report:**

No report.

#### **H. Tourism Committee:**

##### **1. Committee Report:**

None.

(Approved)

**OLD BUSINESS:**

**A. Ordinance – R-1 Single-Family Residential:**

**Motion** – Wenzel to adopt Ordinance #OR16-02 as it relates to R-1 Single Family Residential Districts in the City of Brillion. Seconded by Edinger. Roll call vote taken. 7 votes cast. Motion carried unanimously.

**2. Resolution – Final Resolution Authorizing Special Assessments – 2016 Cleveland Street/Monroe Street & I/I Storm Lateral Projects:**

**Motion** – Edinger moved to adopt Resolution RE16-06 authorizing special assessments for the 2016 Cleveland Street/Monroe Street Reconstruction and I/I Storm Lateral Project. Seconded by Brick. Roll call vote taken. 7 votes cast. 6 yes votes and 1 abstained vote cast by Shafran. Motion carried.

**NEW BUSINESS:**

Nies stated she is hoping that meetings will be held with all of the residents in the I/I Project and the Reconstruction Project.

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

Gosz submitted a written report and stated that the March Month End Reports will be emailed to each City Council member.

**MAYOR’S REPORT:**

Mayor Deiter gave an update on the happenings at the Calumet County Board meetings. He stated that the Calumet County Garage has been approved and that he will be serving on five (5) different committees.

**PRESS TIME:**

No questions.

**ADJOURNMENT:**

**Motion** – Edinger moved to adjourn the meeting. Seconded by Brick. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:45 PM.

---

Gary Deiter, Mayor

---

Joy L. Buboltz, Deputy Clerk-Treasurer