

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

November 14, 2016

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 Mel Edinger, Crystal Fflug, Wally Sonnabend, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Police Chief JoAnn Mignon.

GUESTS:

Police Captain Kirk Schend, Amy Vaclavik from McMahon, Paul Much from MCO, Jon Cameron from Ehlers, Cheryl Plitt, Cyril Clavers, and Courtney Clavers.

APPROVAL OF THE AGENDA:

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
OCTOBER 24, 2016:**

Motion – Sonnabend moved to approve the minutes of the October 24, 2016 Committee of the Whole. Seconded by Edinger. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

PROTECTION OF PERSONS & PROPERTY:

A. Ambulance Department:

1. Review of Monthly Reports:

No report.

B. Police Department:

1. Review of Monthly Report:

Chief Mignon reported on the following:

- Community Events - Walk Thru Brillion went well.
- Calumet County Domestic Abuse Candle Light Vigil.

2. Squad Replacement Schedule:

Captain Schend explained the squad replacement plan. Initially it was the plan to rotate every 80,000 miles or three (3) years. However, due to budget constraints it was hard to stay on this plan. Now we have cars with over 100,000 plus miles, costing more in repairs.

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Mignon explained the need for three (3) squads. She expressed how important it has been to have a marked squad car for the PSLO at the schools.

Edinger questioned the next vehicle to be replaced. Mignon stated the Impala. Mignon reported the Village of Reedsville has a truck so we could use their truck if need be. We can now look at other options. The contract with the Village of Reedsville is to share resources.

3. Temporary No Parking – Beach Street:

Mignon reported that DPW Working Leadman Dennis Jandrey approached her regarding the parking on Beach Street. When cars are parking in the first three (3) stalls on the street it makes it hard to turn the snowplow equipment. She suggested temporary no parking during the winter months.

It was suggested to have permanent no parking because it is hard to get down the street because it is a narrow one way street.

Mayor Deiter stated temporary no parking signs can go up now. The City Council will need to adopt an ordinance to have permanent no parking. This could be done in spring.

C. Fire Department:

1. Review of Monthly Report:

No report.

D. Municipal Court:

1. Review of Monthly Report:

The Monthly Report was reviewed by the Committee.

CITY BUILDINGS AND GROUNDS:

A. Review of Monthly Report:

No report.

FINANCE AND PURCHASING:

A. Capital Improvement Plans:

1. Utility Capital Improvement Plan:

Cameron reviewed the water cash flow with the Committee. He explained the utilities are in danger of not being able to meet their revenue bond requirements with a negative coverage in 2017. He suggested looking at reducing the operating budget for 2017. Another option is to refinance the 2004 and the 2010 Water Bonds. With refinancing we would still need a 25% water rate increase.

2. City Capital Improvement Plan:

Gosz reviewed the Financial Plan spreadsheet she prepared to discuss options for financing capital needs that were not included in the 2017 Budget. She explained she included \$483,000 for all of the Brillion Community Center Improvement needs suggesting to borrow for them all at once to get them completed rather than try to put budget money aside each year. She explained the spreadsheet also includes the 2017 I/I and Utility Capital projects which can be borrowed through revenue bonds, which does not count against the City's debt limit.

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Edinger questioned forming a Storm Water Utility. Cameron stated the benefit of forming a Storm Water Utility is storm water projects can then be done through borrowing with storm water revenue bonds.

Mayor Deiter stated other communities are in the same situation as the City of Brillion. Budgets cannot support the need for repairs. Wheel tax, storm water utilities, and other financing tools are being considered. Mayor Deiter stated we need to make a decision on financing future capital needs. Sonnabend agreed with Gosz to lump together capital projects into one (1) borrowing to get them done.

PERSONNEL:

B. Closed Session:

Motion – Edinger moved to go into Closed Session per W.S.S. 19.85(1) (c). Seconded by Shafran. Motion carried.

The Committee of the Whole went into Closed Session at 6:18 PM.

C. Open Session:

Motion – Edinger moved to return to Open Session. Seconded by Sonnabend. Motion carried.

The Committee returned to Open Session at 6:37 PM.

A. Public Works Director – Wage Scale:

Motion – Edinger moved to recommend to City Council the Public Works Director Wage Scale as presented. Seconded by Sonnabend. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Edinger moved to adjourn. Seconded by Sonnabend. Motion carried. The meeting adjourned at 7:05 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer