

(Unapproved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

July 24, 2017

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 Mel Edinger, Timothy Hanson, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief JoAnn Mignon, Public Works Director Andy Geiger, Fire Chief Joey Diener, Park & Recreation Director Ann Marx, City Librarian Chris Moede, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Alderpersons Joe Levash, Betty Nies, and Wally Sonnabend.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES – JUNE 26, 2017 REGULAR CITY COUNCIL MEETING:

Motion – Wenzel moved to approve the minutes of the June 26, 2017 Regular City Council Meeting minutes. Seconded by Edinger. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Guests of the meeting were David Norby from The Brillion News, Beth Wenzel, Zane Zander, Carol Zander, and Amy Vaclavik from McMahon.

City Administrator Gosz presented to Zane Zander a plaque honoring his 40 years of service to the Plan Commission. Mayor Deiter thanked Zander for his years of service and his contribution to the City of Brillion.

Zander stated he would ask that the City Council consider the pathway from E. National Avenue to Trinity Lutheran Church be called Mathiebe Way, in honor of Bob Mathiebe.

CONSENT AGENDA:

A. Acceptance of Minutes:

Brillion Public Library Board meeting of 6/21/2017, Park & Recreation Commission meeting of 6/26/2017, Park & Recreation Meeting of 7/6/2017, Special Plan Commission meeting of 7/10/2017, Committee of the Whole meeting of 7/10/2017, and Water & Sewer Utility Commission meeting of 7/17/2017.

B. Approval of Vouchers:

- 1. General Fund: =\$76,620.68:**
- 2. Reserves =\$13,980.60:**
- 3. Contingency = \$0.00:**
- 4. TIF Expenditures=\$0.00:**

C. Approval of Payroll:

(Unapproved)

D. Approval of License Applications:

1. Operator License – New:

2. Operator License – Renewal: Sarah Lemke, Sarah Clavers, Jacquelyn Meetz:

Motion – Wenzel moved to collectively approve the Consent Agenda with the Acceptance of Minutes, Approval of Accounts Payable and Financial Reports, Approval of Payroll, and the Approval of License Applications as approved at the July 24, 2017 Committee of the Whole Meeting. Seconded by Edinger. Roll call vote taken. 4 votes cast. Motion carried unanimously.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Chief Mignon reported on the following:

- A presentation on the Police Department’s drone will be held on August 1st, which is also National Night Out.
- The Police Department assisted with Senator Johnson’s Town Hall Meeting.
- Child pornography case.

B. Park & Recreation:

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

- The wood chips came in for Peters Park and Heritage Park.
- A treadmill and the elliptical machine have been ordered.

Hanson noted that the banner in memory of Nathan Krepline was very nice at the Little League Tournament.

C. Library:

Librarian Moede submitted a written report and reported on the following:

- The fence around the HVAC Unit has been completed.
- The Library put their green and orange wooden chair on the State Auction site.
- She is planning on retiring on July 4, 2018.

D. Fire Department:

Fire Chief Diener reported that the Brillion Fire Department will now be dispatched with Gold Cross for vehicle accidents. The Fire Department will see an increase in the number of calls due to this, but safety is #1. He will be contacting the Village of Potter’s Fire Chief and Forest Junction’s Fire Chief to see if they want to respond to vehicle accident calls with Gold Cross or if they would prefer the Brillion Fire Department to respond.

Chief Mignon stated that it is now a requirement from the State that a Police Department needs to record on the State Accident Reports how long a lane closure took place.

E. Public Works:

Geiger reported on the following:

- Bid Opening took place for the Community Center Roof Project. The bids ranged from \$65,000 - \$85,000. The Park & Recreation Commission will review these bids at their next meeting and will make a recommendation to City Council. He did receive a letter of recommendation from IRS.
- The cemetery road was pulverized today. Work will continue on the base of the roadway with the paving of the roadway to be done hopefully in the middle of August.
- The transmission on the street sweeper locked in low gear.

Wenzel questioned the goose round up. Geiger explained they tried three (3) times to round up the geese, but each time they tried the geese were nowhere to be found. There was no cost to the City for this year’s attempt at the round up.

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Wenzel questioned the possibility of leasing a street sweeper. Geiger stated the problem with leasing that type of equipment is that when the City needs it, it may not be available due to others needing it.

A. Plan Commission:

1. Committee Report:

No report.

B. Park & Recreation:

1. Polling Location:

Shafran reported the Park & Recreation Commission is working very hard on projects.

C. Library Board:

1. Committee Report:

No report.

D. Utility Commission:

1. GIS System:

Vaclavik reported that costs were prepared to convert the Utility's current GIS System to the ArcGIS On-Line Mapping System. The setup fee for this would be \$4,500 and the annual license fee would be \$2,500 per year. This would allow up to five (5) users on the program. Gosz explained the annual fee would be allocated to each Department using the System. Gosz also reported that there are currently funds available in the Water and Sewer Budget for this.

Motion – Edinger moved to proceed with the new GIS System. Seconded by Wenzel. Roll call vote taken. 4 votes cast. Motion carried unanimously.

E. Redevelopment Authority Commission:

1. Downtown Redevelopment Project - Update:

Beth Wenzel reported that a plan of the project is close to becoming public. Edinger questioned the status of the letter to the residents of the City. Wenzel stated the Commission is still obtaining signatures.

2. Brillion Iron Works Properties – Update:

Nothing new to report at this time. The meeting is scheduled for August 22nd.

F. Committee of the Whole:

1. SDF Strapping – Revolving Loan:

Motion – Edinger moved to proceed with legal action against SDF Strapping Revolving Loan. Seconded by Shafran. Roll call vote taken. 4 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Cemetery Road Repair:

No report.

H. Tourism Committee:

Gosz reported that she received the expenses from the Brillion Optimist Club for reimbursement.

Motion – Edinger moved to release the Tourism Funds per the request and recommendation of the Tourism Committee for \$5,060.08 for the 2017 Optimist Club Parade. Seconded by Shafran. Roll call vote taken. 4 votes cast. Motion carried unanimously.

OLD BUSINESS:

(Unapproved)

Geiger reported that he contacted DPW Employee Joe Diedrich regarding his medical leave. He will be contacting Diedrich in the near future again.

NEW BUSINESS:

Geiger reported that regarding the Storm Water GIS he has been trying to meet with the DNR on the Brillion Marsh situation. He is hoping to get this information into the GIS System this year or next year.

Vaclavik explained that McMahon's proposal is to just create the Storm Sewer portion for the City to record the pipes that are underground.

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

Gosz submitted a written report and reported on the following:

- Notices were mailed to City of Brillion residents on the Market Revaluation that is happening in the City this year.
- Open Book is scheduled for August 9th and Board of Review is scheduled for September 12th.
- She continues to work with Mary Kohrell on the Downtown Project.

Edinger asked what the percentage increase with this Market Revaluation. Gosz stated she is not sure what technic was used by the Assessor's. She was informed that the overall community change was 3.2%.

MAYOR'S REPORT:

No report.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Edinger moved to adjourn the meeting. Seconded by Wenzel. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:10 PM

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer