

Approved

**COMMITTEE OF THE WHOLE  
MEETING  
Minutes**

**August 28, 2017**

**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 Timothy Hanson, Joe Levash, Betty Nies, Vicki Shafran, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Public Works Director Andy Geiger, and Police Chief JoAnn Mignon. Absent was Alderperson Mel Edinger.

**GUESTS:**

David Norby from The Brillion News.

**APPROVAL OF THE AGENDA:**

**Motion** –Sonnabend moved to approve the agenda. Seconded by Hanson. Call vote. Motion carried unanimously.

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF  
JULY 24, 2017:**

**Motion** – Wenzel moved to approve the minutes of the July 24, 2017 Committee of the Whole. Seconded by Shafran. Call vote. Motion carried unanimously.

**CITIZEN INPUT:**

None.

**FINANCE & PURCHASING:**

**A. Review of Vouchers:**

**1. General Fund - \$133,860.22:**

**Motion** – Sonnabend moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$133,860.22. Seconded by Wenzel.

Levash questioned the use of BCC Reserves for the purchase of two (2) fitness equipment by the Park & Recreation Commission and taking it out of Reserves that we set aside for other purchases without City Council approval. Shafran explained the idea of the Park & Recreation Commission was to put the Reserves back in the accounts over time. Nies stressed that the Park & Recreation Commission needs to budget for these items. Shafran explained the Park & Recreation Commission wanted to get the fitness room open as soon as possible.

Levash stated his concern is if City Council approves Reserve amounts then they should be spent on those items and not spent on other items.

Call vote taken. Motion carried.

Approved

**B. Reserves - \$51,106.87:**

**Motion** – Wenzel moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$51,106.87. Seconded by Shafran.

Nies questioned the charge from the USDA for geese roundup. Geiger explained the USDA does charge for each trip it makes to the City. The charge is more if geese are captured.

Call vote taken. Motion carried.

**C. Contingency - \$0.00:**

None.

**D. TIF Expenditures - \$817.73:**

**Motion** – Sonnabend moved to recommend to City Council to approve the TIF Expenditure vouchers in the amount of \$817.73. Seconded by Wenzel. Call vote taken. Motion carried.

**B. Review of License Applications:**

**1. Operator License – New: Angela Thurow, Christopher Kocian, Casey E. Kluck, Clayton Arnoldussen, Michelle Ruebl, Madelon Berken, Ashley Vissers, Cynthia Renee Shaffer, Hailey Godress:**

**2. Operator Licenses – Renewal: Nikki Pernell:**

**Motion** – Wenzel moved to recommend to City Council to grant an Operator License to Angela Thurow, Christopher Kocian, Casey E. Kluck, Clayton Arnoldussen, Michelle Ruebl, Madelon Berken, Ashley Vissers, Cynthia Renee Shaffer, Hailey Godress, and Nikki Pernell. Seconded by Levash. Call vote taken. Motion carried.

**C. Review of Payroll:**

**Motion** – Wenzel moved to recommend to City Council to approve the August 4, 2017 and the August 18, 2017 payroll amounts. Seconded by Shafran. Motion carried.

**PROTECTION OF PERSONS AND PROPERTY:**

**A. Loving Living Life 2day Duathlon & 5K Event:**

Police Chief Mignon explained the event will be larger than last year's event. She explained the route of the event. They expect 200 participants.

The GROW Foundation is a 501c3 to help community recreation programs.

**Motion** – Wenzel moved to recommend to City Council to approve the use of City streets for the event. Seconded by Shafran.

Wenzel questioned if there is a fee the City charges for City Staff time for these events. Mignon stated no. She will check to see what other communities do. She would like to do more research on this and cautioned not to scare event holders away. Mutual aid with other law agencies is currently being done.

Call vote taken. Motion carried.

Approved

**CITY BUILDING AND GROUNDS:**

No report.

**PERSONNEL:**

**A. Closed Session per W.S.S. 19.85(1) (c):**

**Motion** – Nies moved to go into Closed Session per W.S.S. 19.85(1) (c). Seconded by Sonnabend. Call vote taken. Motion carried.

The Committee went into Closed Session at 6:25 PM.

**B. Open Session:**

**Motion** – Sonnabend moved to return to Open Session. Seconded by Shafran. Call vote taken. Motion carried.

The Committee returned to Open Session at 6:38 PM.

**C. DPW Staff Update:**

**Motion** – Wenzel moved to recommend to City Council to authorize the Public Works Director to hire a full time DPW employee. Seconded by Levash. Motion carried unanimously.

**NEW BUSINESS:**

None.

**OLD BUSINESS:**

None.

**ADJOURNMENT:**

**Motion** – Sonnabend moved to adjourn. Seconded by Nies. Call vote. Motion carried unanimously. The meeting adjourned at 6:39 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer