

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

September 25, 2017

Brillion Community Center

6:00 PM

CALL TO ORDER:

City Council President Mel Edinger called the meeting to order at 6:00 PM.

ROLL CALL:

Present were Alderpersons Mel Edinger, 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, Deputy Fire Chief Eric Burich, Park & Recreation Director Ann Marx, City Librarian Chris Moede, and Police Chief JoAnn Mignon. Absent was Mayor Gary Deiter.

GUESTS:

David Norby from The Brillion News.

APPROVAL OF THE AGENDA:

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
SEPTEMBER 11, 2017:**

Motion – Wenzel moved to approve the minutes of the September 11, 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 - \$81,019.51:

Motion – Wenzel moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$81,019.51. Seconded by Sonnabend.

Wenzel pointed out a duplicate amount of \$205.00 to the League of Wisconsin Municipalities.

Motion – Wenzel moved amend the previous stated motion and recommend to City Council the new amount of \$80,814.51. Seconded by Sonnabend. Call vote taken. Motion carried.

B. Reserves - \$244,426.59:

Motion – Nies moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$244,426.59. Seconded by Wenzel. Call vote taken. Motion carried.

C. Contingency - \$0.00:

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None.

D. TIF Expenditures - \$0.00:

None.

B. Review of License Applications:

1. Operator License – Temporary: Tammy Lynne Koehler, Betty J. Nies, Kim Buboltz, Mark W. Fischer, Carol A. Lietzke:

Wenzel moved to recommend to City Council to grant a Temporary Operator License to Tammy Lynne Koehler, Betty J. Nies, Kim Buboltz, Mark W. Fischer, and Carol A. Lietzke. Seconded by Shafran. Call vote taken. Nies abstained from voting. Motion carried.

2. Operator Licenses – Renewal: Peter A. Larson:

Motion – Nies moved to recommend to City Council to grant an Operator License to Peter A. Larson. Seconded by Levash. Call vote taken. Motion carried.

3. Temporary Class B Beer License – Trinity Lutheran Church – Trinity Lutheran Fall Fest:

Motion – Levash moved to recommend to City Council a Temporary Class B Beer License to Trinity Lutheran Church for Trinity Lutheran’s Fall Fest. Seconded by Nies. Call vote taken. Motion carried.

C. Review of Payroll:

Motion – Wenzel moved to recommend to City Council to collectively approve the September 1, 2017 and the September 15, 2017 payroll amounts. Seconded by Sonnabend. Call vote taken. Motion carried.

D. Review of 2018 Budget:

1. Library Budget:

Moede reviewed the proposed 2018 Library Budget. She pointed out a reduction in the line item for natural gas/electricity. She explained this is due to energy savings enhancements at the Library.

Moede explained the revenues are down from Calumet County due to circulations being down in Chilton, which brings the entire Library’s revenues down.

Edinger questioned the Chester Tamm Reserves. Moede reported this donation is to be used for programs.

Motion – Sonnabend moved to recommend to City Council this proposed budget to be placed in the City’s 2018 Budget. Seconded by Wenzel. Call vote taken. Motion carried.

2. Brillion Community Center/Parks/Recreation/Aquatics Budget:

Marx reviewed the 2018 Budgets. She explained revenues are down a bit due to anticipated reduction in program participation. She explained the changes made in part time Park Staff. This may be done differently in 2018.

Approved

Geiger stated he is comfortable with the changes made in the 2018 Proposed Budget.

Motion - Wenzel moved to recommend to City Council this proposed budget to be placed in the City's 2018 Budget. Seconded by Sonnabend. Call vote taken. Motion carried.

3. Community Development/Redevelopment Authority Budget:

Gosz explained the Community Development/Redevelopment Authority Budget operating budget. She explained how the Room Tax Revenue offsets the expenditure. She will give the City Council a year-to-date report on the Room Tax at the October 9th Committee of the Whole meeting.

Gosz explained the Redevelopment Authority is not requesting additional Reserves for 2018, but to be allowed to use 2017 balances for their 2018 projects.

Motion – Levash moved to recommend to City Council the proposed Community Development/Redevelopment Authority budgets to be placed in the City's 2018 Budget. Seconded by Shafran. Call vote taken. Motion carried.

PROTECTION OF PERSONS AND PROPERTY:

Police Chief Mignon reported the Police Department applied for Evidence Tech training, which Officer Parker will be attending.

CITY BUILDING AND GROUNDS:

A. Asphalt Patching Bids:

Geiger reported on bids received for asphalt patching on Roselawn Drive, Springdale Drive, and Mary St. He reported MCC did not submit a bid. Kurt's was the sub-contractor for Immel, but they don't have an asphalt paving machine. If he had to bring in a separate contractor to pave it would bring the cost up over the Northeast Asphalt bid.

Motion – Sonnabend moved to recommend to City Council the bid received from Northeast Asphalt, in the amount of \$10,175. Seconded by Hanson. Call vote taken. Motion carried.

B. Ordinance – Recycling:

Motion – Nies moved to recommend to City Council to set a Public Hearing date to hear testimony for or against the proposed ordinance. Seconded by Levash. Call vote taken. Motion carried.

C. Resolution – Recycling Grant Application:

Motion – Nies moved to recommend to City Council to adopt the Resolution #RE17-11 for the Recycling Grant Application. Seconded by Wenzel. Call vote taken. Motion carried.

PERSONNEL:

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

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

The Committee went into Closed Session at 6:33 PM.

Approved

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 6:36 PM.

C. Severance Agreement and Release:

Motion – Levash moved to recommend to City Council the Severance Agreement and Release for Joe Dieterich. Seconded by Shafran. Call vote taken. Motion carried.

NEW BUSINESS:

None.

OLD BUSINESS:

None.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn. Seconded by Wenzel. Call vote. Motion carried unanimously. The meeting adjourned at 6:37 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer