

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

September 25, 2017

Brillion Community Center

6:30 PM

CALL TO ORDER:

City Council President Mel Edinger called the meeting to order at 6:37 PM with the Pledge of Allegiance recited by those in attendance.

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, Police Chief JoAnn Mignon, Public Works Director Andy Geiger, Park & Recreation Director Ann Marx, City Librarian Chris Moede, Deputy Fire Chief Eric Burich, and Deputy Clerk/Treasurer Joy Buboltz. Absent was Mayor Gary Deiter.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES – AUGUST 28, 2017 REGULAR CITY COUNCIL MEETING:

Motion – Sonnabend moved to approve the minutes of the August 28, 2017 Regular City Council Meeting. Seconded by Shafran. 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, Tamarra Hillmann, and Amy Vaclavik from McMahan.

CONSENT AGENDA:

A. Acceptance of Minutes:

Brillion Public Library Board meeting of 8/23/2017, Park & Recreation Commission meeting of 9/7/2017, Tourism Committee meeting of 9/14/2017, and Redevelopment Authority Commission meeting of 9/14/2017.

B. Approval of Vouchers:

- 1. General Fund: =\$81,019.51:**
- 2. Reserves =\$244,426.59:**
- 3. Contingency = \$0.00:**
- 4. TIF Expenditures=\$0.00:**

C. Approval of License Applications:

- 1. Operator License – Temporary: Tammy Lynne Koehler, Betty J. Nies, Kim Buboltz, Mark W. Fischer, Carol A. Lietzke:**
- 2. Operator License – Renewal: Peter A. Larson:**
- 3. Temporary Class B Beer License – Trinity Lutheran Church – Trinity Lutheran Fall Fest:**

D. Approval of Payroll:

(Approved)

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 September 25, 2017 Committee of the Whole Meeting. Seconded by Levash. Roll call vote taken. 6 votes cast. 5 yes votes and 1 abstained vote cast by Nies. Motion carried.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Chief Mignon reported the Police Department is getting ready for the Homecoming activities this weekend.

B. Park & Recreation:

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

- A meeting will be held with the roofing contractor, with the work to start on October 2nd.
- The DPW filled in the former ice skating rink.
- Meeting with Keller Structures.

C. Library:

Librarian Moede submitted a written report and reported that the Library is conducting a survey until October 1st. The survey can be found on their website.

D. Fire Department:

No report.

6:40 PM - PUBLIC HEARING – ORDINANCE – REMOVAL OF SALVAGEABLE NON-STRUCTURED MATERIALS FROM VACATED BUILDINGS:

Edinger opened the Public Hearing at 6:42 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Edinger closed the Public Hearing at 6:43 PM.

E. Public Works:

Geiger reported on the following:

He should have the City's Paser Rating done by the end of this week.

- Advertising for the vacant DPW position. The City will be accepting applications until October 6th.
- The 2017 Mini Storm Sewer Project has been completed. The landscaping work for the project will start this week.
- The new Little League infield has been stacked out. This project should start in a week or two.
- The box on the Peterbuilt Truck will be repaired by Dave Krepline, in the amount not to exceed \$3,000.

Edinger asked when leaf pickup is scheduled to begin. Geiger reported that the last of the curbside chipping will be done on October 2nd with leaf pickup to start in mid-October.

A. Plan Commission:

1. Ordinance – Razing of Buildings:

2. Ordinance – Recovery of City Costs and Expenses:

Motion – Levash moved to set a Public Hearing date for Monday, October 23, 2017 at 6:40 PM to hear testimony for or against the proposed ordinance for the razing of buildings and the recovery of City costs and expenses. Seconded by Nies. Call vote taken. Motion carried unanimously.

B. Park & Recreation:

1. Ordinance – No Parking on South Tesch Street:

Mignon stated that she met with the Park & Recreation Commission to discuss the proposed no parking on South Tesch Street. It was determined during that meeting to look at all of the options once the soccer fields are moved, which may include the parking in Peters Park. The parking situation will be monitored once soccer starts up again in spring.

(Approved)

C. Library Board:

1. Committee Report:

No report.

D. Utility Commission:

1. Commission Report:

No report.

E. Redevelopment Authority Commission:

1. Downtown Redevelopment Project - Update:

Beth Wenzel reported that the Redevelopment Authority Commission met with Phil Cossen from Ehlers at their last meeting in which Cossen explained financial opportunities to the Redevelopment Authority Commission for the Main Street Square property. Wenzel stated the Redevelopment Authority Commission will again be meeting on October 11th to finalize their presentation to the City Council at a Special City Council meeting scheduled for October 16th. Once the presentation has been given to the City Council, the plans will be released for public viewing.

Nies asked if the Redevelopment Authority Commission would know what the City's cost would be with this project at the October 16th meeting. Gosz and Wenzel stated yes and would know the Private/Public portion of it. A representative from the IPR Group will also be in attendance at the Special City Council meeting to answer any questions the City Council may have on the project, including the financing of the project.

Levash asked if only the portion of the building where the former T&C building and the former Groskopp building would be purchased. Wenzel stated that two (2) areas would be the first part of the project. She reminded the City Council that the former T&C and the former Groskopp portion of the building were determined to be blight by the City. The Dollar General portion of the property will remain as is. The Redevelopment Authority Commission is working on finding a possible new and better location for the Dollar General store.

Levash asked if a purchase price has been negotiated for the complete area of the Main Street Square. Wenzel stated the current owner has set a purchase price on the property, but the Redevelopment Authority Commission can only purchase the T&C and Groskopp portion of that property.

2. Brillion Iron Works Properties – Update:

Beth Wenzel reported there is an interested buyer for the property. The DNR is suggesting that a Phase 1 and a Phase 2 testing be done, which the current property owner, American Axle has done Phase 1, but not Phase 2 yet. Nies asked if the Redevelopment Authority Commission is involved and could be a temporary owner of the property. Wenzel explained the Redevelopment Authority Commission's possible role in this project. Nies expressed her concern.

Gosz explained that Ehlers would be able to help the City create an environmental TID, similar to what the Village of Oostburg recently done. She reported that the former Brillion Iron Works property will be included for discussion at the October Special City Council meeting with Ehlers.

F. Committee of the Whole:

1. Asphalt Paving Bids:

Motion – Wenzel moved to accept the quote from Northeast Asphalt for the City's asphalt paving project with the cost not to exceed \$10,175.00. Seconded by Sonnabend. Roll call vote taken. 6 votes cast. Motion carried unanimously.

2. Ordinance - Recycling:

(Approved)

Motion – Sonnabend moved to set a Public Hearing date for Monday, October 23, 2017 at 6:45 PM to hear testimony for or against the proposed ordinance for recycling. Seconded by Levash. Call vote taken. Motion carried unanimously.

3. Resolution – Recycling Grant Application:

Motion – Wenzel moved to adopt Resolution #RE17-11 as it pertains to the City of Brillion’s Recycling Grant application. Seconded by Hanson. Roll call vote taken. 6 votes cast. Motion carried unanimously.

4. Severance Agreement and Release:

Motion – Hanson moved to approve the Severance Agreement and Release document for Joseph Diedrich. Seconded by Levash. Roll call vote taken. 6 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Weed Treatment:

Wenzel explained the Cemetery Commission would like to have Nicklaus Landscaping apply a weed treatment yet this year.

Motion – Wenzel moved to approve the request to use \$660.00 from the City’s Cemetery Reserve Fund for lawn weed treatment at both City cemeteries. Seconded by Nies. Roll call vote taken. 6 votes cast. Motion carried unanimously.

H. Tourism Committee:

1. Brillion Nature Center 2017 Pumpkin Walk:

Hanson reported that the Brillion Nature Center is requesting funding of \$825.00 from the room tax fund for the 2017 Brillion Nature Center Pumpkin Walk.

Motion – Hanson moved to release the Tourism Funds per the request and recommendation of the Tourism Committee for \$825.00 for the 2017 Brillion Nature Center Pumpkin Walk. Seconded by Shafran. Roll call vote taken. 6 votes cast. Motion carried unanimously.

OLD BUSINESS:

1. Ordinance – Removal of Salvageable Non-Structured Materials from Vacated Buildings:

Motion – Levash moved to adopt Ordinance #17-05 for the Removal of Salvageable Non-Structured Materials from Vacated Buildings. Seconded by Hanson. Roll call vote taken. 6 votes cast. Motion carried unanimously.

NEW BUSINESS:

None.

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

Gosz submitted a written report and reported on the following:

- A meeting she and the Mayor attended regarding the State Budget.
- 2017 League Conference.
- Training she will be attending for the WEDC Connect Communities Program.
- Calumet County Board approving a .5 percent sales tax increase.

Levash asked if Personal Property tax is being phased out by the State. Gosz state she is still waiting for more information on this. Levash stated he would like to know how much eliminating that tax would affect the City of Brillion.

MAYOR’S REPORT:

No report.

(Approved)

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Levash moved to adjourn the meeting. Seconded by Shafran. Call vote taken. Motion carried unanimously. The meeting was adjourned at 7:17 PM

Mel Edinger, City Council President

Joy L. Buboltz, Deputy Clerk/Treasurer