

(Approved)

**REGULAR CITY COUNCIL  
MEETING  
Minutes**

**October 23, 2017**

**Brillion Community Center**

**6:30 PM**

**CALL TO ORDER:**

Mayor Gary Deiter called the meeting to order at 6:41 PM with the Pledge of Allegiance recited by those in attendance.

**ROLL CALL:**

Present were Mayor Gary Deiter, Alderpersons Mel Edinger, Timothy Hanson, Joe Levash, Betty Nies, and Vicki Shafran. 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 were Alderpersons Wally Sonnabend and Carrie Wenzel.

**APPROVAL OF THE AGENDA:**

Mayor Deiter noted that the amount of the General Fund vouchers has been changed to \$92,240.22.

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

**APPROVAL OF MINUTES – SEPTEMBER 25, 2017 REGULAR CITY COUNCIL MEETING:**

**Motion** – Levash moved to approve the minutes of the September 25, 2017 Regular City Council Meeting. Seconded by Edinger. Call vote taken. Motion carried unanimously.

**PUBLIC APPEARANCES:**

**A. Citizen Input:**

None.

Deputy Clerk/Treasurer Buboltz was presented a plaque of appreciation from City Administrator Gosz for her 25 years of service to the City.

**B. Guests:**

Guests of the meeting were David Norby from The Brillion News and Beth Wenzel.

**CONSENT AGENDA:**

**A. Acceptance of Minutes:**

Brillion Public Library Board meeting of 9/20/2017, Redevelopment Authority Commission meeting of 9/21/2017, Park & Recreation Commission meeting of 10/5/2017, Committee of the Whole meeting of 10/9/2017, and Water and Sewer Commission meeting of 10/16/17.

**B. Approval of Vouchers:**

- 1. General Fund: =\$92,240.22:**
- 2. Reserves =\$37,611.16:**
- 3. Contingency = \$0.00:**
- 4. TIF Expenditures=\$0.00:**

**C. Approval of License Applications:**

- 1. Operator License – New: Alyssa Schwartz, Kimberlee M. Wiley:**
- 2. Operator License – Temporary: Kim Simmons, Colette Thurwachter, Joseph A. Diener, Shannon Shinsky:**

(Approved)

### **3. Class B Beer and Class C Wine License– Marco’s Smokin’ BBQ:**

#### **D. Approval of Payroll:**

**Motion** – Edinger 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 October 23, 2017 Committee of the Whole Meeting. Seconded by Levash. Roll call vote taken. 5 votes cast. Motion carried unanimously.

#### **DEPARTMENT HEAD REPORTS:**

##### **A. Police Department:**

Chief Mignon reported on the following:

- The Police Department was able to locate the individual who fired off large fireworks. That individual has been cited for the violation.
- Officer Parker continues to work on the drone program.
- She will be having knee surgery so there will be some overtime by some of the Officers.
- The Sex Offender Registry has been finalized.

#### **6:40 PM - PUBLIC HEARING – ORDINANCES – RAZING OF BUILDINGS AND RECOVERY OF CITY COSTS AND EXPENSES:**

Mayor Deiter opened the Public Hearing at 6:46 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 6:47 PM.

#### **6:45 PM - PUBLIC HEARING – ORDINANCE – RECYCLING:**

Mayor Deiter opened the Public Hearing at 6:47 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 6:48 PM.

##### **B. Park & Recreation:**

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

- A final inspection on the Community Center Roof Project will be done.
- She will be attending the Park & Recreation Conference in November.
- A Free Open Swim, sponsored by the Brillion Lions Club, will be held on November 5<sup>th</sup>.

Mayor Deiter questioned the drainage plans for Horn Park. Marx stated it is hoped to create two (2) soccer fields at Horn Park and work on the drainage issues there.

##### **C. Library:**

Librarian Moede submitted a written report and reported that the Library received 44 responses from their recent survey.

##### **D. Fire Department:**

No report.

##### **E. Public Works:**

No report.

City Administrator Gosz reported she and Geiger are working on completing the City’s Capital Street Improvement Plan.

##### **A. Plan Commission:**

###### **1. Ordinance – R-3 Zoning Amendment:**

(Approved)

Gosz reported the Public Hearing for the R-3 Zoning Amendment has been scheduled for Monday, November 13<sup>th</sup> at 6:15 PM.

**2. Ordinance – Parking Restrictions:**

No report.

**3. Certified Survey Map and Rezoning Request – 205 N. Main Street:**

**Motion** – Edinger moved to set a Public Hearing date for Monday, November 13, 2017 at 6:20 PM to hear testimony for or against the proposed Certified Survey Map and Rezoning Request and Zoning Map amendments. Seconded by Shafran. Call vote taken. Motion carried unanimously.

**4. Ordinance – Zoning Map Amendments:**

Gosz reported that Geiger and Building Inspector Angoli have been working on the City Zoning Map for recommended changes.

**B. Park & Recreation:**

**1. Committee Report:**

No report.

**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:**

**A. Resolution – Transfer for Contingency and Reserve Funds:**

Gosz explained she would suggest transferring funds of \$10,000 from the City's Contingency Street Improvement Account and \$10,000 from the City's Recycling Reserves and transfer that \$20,000 to the RDA Main Street Square Reserve account. Nies suggested instead of taking \$10,000 from the Contingency Street Improvement Account to take \$10,000 from Contingency Undesignated Account.

**Motion** – Edinger moved to adopt Resolution #RE17-12 regarding the transfer of \$10,000 from the Recycling Reserves and \$10,000 from the Contingency Undesignated Reserve to the RDA Main Street Square Reserve Account. Seconded by Hanson. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**B. Resolution – Authorizing the Submission of the Wisconsin Economic Development Corporation (WEDC) Community Development Investment Grant Application:**

Gosz reported that Calumet County Community Development Director Mary Kohrell is working with Tammy Scott on a WEDC Community Development Incentive Grant Application for the City's Downtown Redevelopment Project.

Edinger asked what the Resolution would commit the City to. Gosz stated it only commits the City to applying for the grant. Without passing this Resolution the City would be unable to apply for the grant.

**Motion** – Edinger moved to adopt Resolution #RE17-13 authorizing the submission of a WEDC Community Development Investment Grant Application for the redevelopment of the Main Street Square property. Seconded by Hanson. Roll call vote taken. 5 votes cast. Motion carried unanimously.

(Approved)

**2. Brillion Iron Works Properties:**

Mayor Deiter stated there is an interested buyer in this property.

**F. Committee of the Whole:**

**1. 2018 Ambulance Agreement with Gold Cross Ambulance:**

Mayor Deiter reported there are no changes to the 2018 Ambulance Agreement from the 2017 Ambulance Agreement.

**Motion** – Edinger moved approve the 2018 Ambulance Agreement with Gold Cross Ambulance Service. Seconded by Shafran. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**2. 2018 Ambulance Agreement Between the City of Brillion and the Town of Brillion:**

**Motion** – Levash moved approve the 2018 Ambulance Agreement with between the City of Brillion and the Town of Brillion. Seconded by Nies. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**3. 2018 Ambulance Agreement Between the City of Brillion and the Town of Woodville:**

**Motion** – Edinger moved approve the 2018 Ambulance Agreement with between the City of Brillion and the Town of Woodville. Seconded by Levash. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**4. 2018 Road Maintenance Agreement Between the City of Brillion and the Town of Brillion:**

**Motion** – Nies moved to approve the 2018 Road Maintenance Agreement between the City of Brillion and the Town of Brillion as presented. Seconded by Levash. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**5. 2018 Winter Road Maintenance Policy:**

**Motion** - Levash moved to approve the 2018 Winter Road Maintenance Agreement between the City of Brillion and the Town of Brillion as presented. Seconded by Shafran. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**6. Agreement for Professional Services – Accurate Appraisal:**

Edinger asked if this Agreement is for just one (1) year. Gosz stated yes and that Accurate is aware of it.

**Motion** – Edinger moved to approve the Agreement for Professional Services with Accurate Appraisal for one (1) year. Seconded by Levash. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**7. 2018 Wages Schedules/Benefits:**

**Motion** - Edinger moved to approve the 2018 Wage Schedule/Benefits and to establish a Committee in 2018 to review the City’s insurance benefits. Seconded by Levash. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**8. 2018 Budget – Set Public Hearing Date:**

**Motion** – Edinger moved to set a Public Hearing date for Monday, November 13, 2017 at 6:30 PM to hear testimony for or against the proposed 2018 City Budget. Seconded by Hanson. Call vote taken. Motion carried unanimously.

**9. 2018 Police Service Agreement – Village of Reedsville:**

**Motion** – Levash moved to approve the 2018 Police Service Agreement between the City of Brillion and the Village of Reedsville. Seconded by Shafran. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**G. Cemetery Commission:**

**1. Commission Report:**

No report.

(Approved)

**H. Tourism Committee:**

**1. Committee Report:**

No report.

**OLD BUSINESS:**

**A. Ordinance – Razing of Buildings:**

**Motion** – Levash moved to adopt Ordinance #17-06 as it relates to the Razing of Buildings in the City of Brillion. Seconded by Shafran. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**B. Ordinance – Recovery of City Costs and Expenses:**

**Motion** - Levash moved to adopt Ordinance #17-07 as it relates to the Recovery of City Costs and Expenses. Seconded by Hanson. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**C. Ordinance – Recycling:**

**Motion** - Shafran moved to adopt Ordinance #17-08 as it related to recycling in the City of Brillion. Seconded by Levash. Roll call vote taken. 5 votes cast. Motion carried unanimously.

**NEW BUSINESS:**

Beth Wenzel spoke on behalf of the RDA thanking the City Council for the support of the RDA and allowing them to continue with the Main Street Project.

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

Gosz submitted a written report and reported on the following:

- 2017 League Conference was very good.
- She will be attending a Downtown Summit Training for the WEDC Connect Communities Program.
- November calendar.

**MAYOR’S REPORT:**

Mayor Deiter reported there will be a tour for the new Calumet County Highway Garage on November 4<sup>th</sup>. Also he is on a Calumet County Committee to look at a new jail facility for Calumet County.

**PRESS TIME:**

No questions.

**ADJOURNMENT:**

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

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Gary Deiter, Mayor

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Joy L. Buboltz, Deputy Clerk/Treasurer