

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

November 27, 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 Mel Edinger, Timothy Hanson, Joe Levash, Betty Nies, Wally Sonnabend, Vicki Shafran, and Carrie Wenzel (arriving at 6:01 PM). Also present were Public Works Director Andy Geiger, Fire Chief Joey Diener, Deputy Clerk/Treasurer Joy Buboltz, and Police Chief JoAnn Mignon. Absent was City Administrator/Clerk-Treasurer Lori Gosz.

GUESTS:

David Norby from the Brillion News and Beth Wenzel.

APPROVAL OF THE AGENDA:

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
OCTOBER 23, 2017:**

Motion – Shafran moved to approve the minutes of the October 23, 2017 Committee of the Whole. Seconded by Sonnabend. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

FINANCE & PURCHASING:

A. Review of Vouchers:

1. General Fund - \$104,740.61:

Motion – Wenzel moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$104,740.61. Seconded by Shafran.

Edinger noted items bought out of town that could possibly be purchased at our local businesses. He encouraged the City Staff to purchase items in the City from the local businesses if possible. Geiger stated that he renewed the Menards charge account when he was hired. They will try to purchase as much as they can at the local businesses.

Levash questioned the reimbursement for damaged mailboxes. Geiger and Buboltz explained those reimbursements were for hit mailboxes from a traffic accident.

Call vote taken. Motion carried.

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B. Reserves - \$165,373.08:

Motion – Edinger moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$165,373.08. Seconded by Levash. Call vote taken. Motion carried.

C. Contingency - \$0.00:

None.

D. TIF Expenditures - \$0.00:

None.

B. Review of License Applications:

1. Operator License – New: Jada Kleppen, Jennifer L. Kuchenbecker, Megan Rank, Jeanne M. De Salvo, Dawn M. Schneider:

Motion - Edinger moved to recommend to City Council to grant an Operator License to Jada Kleppen, Jennifer L. Kuchenbecker, Megan Rank, Jeanne M. De Salvo, and Dawn M. Schneider. Seconded by Sonnabend. Call vote taken. Motion carried.

PROTECTION OF PERSONS AND PROPERTY:

No report.

CITY BUILDING AND GROUNDS:

Geiger reported there has been preliminary discussion with the new DPW hire on his starting date. A tentative date of December 18th has been set.

Edinger asked if the DPW is done collecting leaves this year. Geiger stated yes.

PERSONNEL:

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

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

The Committee went into Closed Session at 6:09 PM.

B. Open Session:

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

The Committee returned to Open Session at 6:11 PM.

C. 2018 Employment Agreements:

Motion – Wenzel moved to recommend to City Council the 2018 Employment Agreements. Seconded by Edinger. Call vote taken. Motion carried.

D. Building Inspector Position:

Geiger reported that he and City Administrator Gosz met with Paul Birshbach regarding the City's Building Inspector Position. Birshbach informed them that there is a very limited number of Building Inspectors. Birschbach stated with his company he has two (2) ways of offering

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building inspection services. One way is that he is hired by the municipality and has limited number of hours, has an office, and is the only one that provides building inspection services to that municipality. The second way is that a municipality hires his company and any one of his employees could do inspections. Edinger asked which would be more financially advantageous for the City. Geiger stated he feels with a contracted service. Edinger asked if the company would provide on-call service then. Geiger stated yes. Mayor Deiter stated that Geiger could issue permits for re-roofing, windows, and siding projects. Mayor Deiter stated he also feels there would be a savings going with a company versus have an employee.

Geiger reported that Birshbach informed him and Gosz that he would be willing to help the City until a contract is signed between the City and whomever the City chooses for building inspection services.

Motion – Wenzel moved to recommend to City Council to request proposals for building inspection services for the City of Brillion as an independent contractor. Seconded by Edinger. Call vote taken. Motion carried unanimously.

NEW BUSINESS:

A. 2018 Fox Cities Regional Partnership Contribution:

Mayor Deiter stated he feels the City of Brillion is doing better with the services from Calumet County Community Economic Development Director Mary Kohrell versus being a part of the Fox Cities Regional Partnership. Buboltz read a statement from City Administrator Gosz stating that the expense of this membership, \$3,211, could be allocated for another purpose as may be necessary.

Wenzel noted that the Fox Cities Regional Partnership does assist with bringing in college students from neighboring counties to show those students what the local businesses/industries have to offer to them for employment. Mayor Deiter stated that Mary Kohrell could assist the local businesses/industries with that. Beth Wenzel stated that the larger businesses/industries in the City may already be members of the Fox Cities Regional Partnership.

Nies noted that Calumet County will not be renewing their membership with the Fox Cities Regional Partnership.

Motion – Edinger moved to recommend to City Council to not participate in the Fox Cities Regional Partnership for 2018. Seconded by Shafran. Call vote taken. Motion carried unanimously.

ADJOURNMENT:

Motion – Levash moved to adjourn. Seconded by Shafran. Call vote. Motion carried unanimously. The meeting adjourned at 6:25 pm.

Joy L. Buboltz
Deputy Clerk/Treasurer