

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

March 26, 2018

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, Tim Hanson, Joe Levash, Betty Nies, Wally Sonnabend, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief JoAnn Mignon, Deputy Fire Chief Eric Burich, and Public Works Director Andy Geiger.

GUESTS:

Beth Wenzel, Mary Jo Krueger, Leonard Kopidlansky, Amber Drewieske and Dave Maccoux from Schenk, Dan Mertens, Wes Kempen, Jeff Wittmann, and David Norby from The Brillion News.

APPROVAL OF THE AGENDA:

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
MARCH 12, 2018:**

Motion – Levash moved to approve the minutes of the March 12, 2018 Committee of the Whole. Seconded by Hanson. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

FINANCE & PURCHASING:

A. Review of Vouchers:

1. General Fund - \$119,112.03:

Motion – Edinger moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$119,112.03. Seconded by Wenzel. Call vote taken. Motion carried.

Reserves - \$41,594.59:

Motion – Sonnabend moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$41,594.59. Seconded by Edinger. Call vote taken. Motion carried.

Contingency - \$0.00:

None.

TIF Expenditures - \$0.00:

Approved

None.

B. Review of License Applications:

1. Operator License – New: Joshua Nushart:

Motion - Edinger moved to recommend to City Council to grant an Operator License to Joshua Nushart. Seconded by Levash. Call vote taken. Motion carried.

C. Review of Payroll:

Motion – Nies moved to recommend to City Council to collectively approve the March 2, 2018 and March 16, 2018 payroll amounts. Seconded by Wenzel.

Levash questioned the Police overtime and if it is included in the budget. Mignon stated it is budgeted based on the Union contract language. She tries her best to minimize the amount.

Call vote taken. Motion carried.

D. 2017 Financial Audit Review:

Dave Maccoux and Amber Drewieske presented the 2017 Financial Audit. Maccoux reviewed the Annual Financial Report for 2017. The Auditors opinion accurately reflects the financial activities of the government. He reviewed the Statement of Net Position which ended with a positive \$11.1 million. He explained the activity of the RDA was added as a component unit.

Drewieske reviewed the Summary of the Management Communications. She noted deficiencies in internal control which are very common of the City of our size. They continue to work with Gosz and Buboltz on these areas, special assessments is one area. The General Fund Balance decreased due in part to budget shortfall in debt service. She explained this will be broken out moving forward. She explained each Fund Balance. She explained the General Fund balance has stayed fairly consistent, but should be monitored year-to-year.

Drewieske reviewed the TIF Districts. All three (3) ended in positive cash flow. Drewieske explained the Water & Sewer Utility. Gosz suggested looking at the General Fund balance at a future meeting.

E. 2017 Capital/Reserves Carryover:

Motion – Edinger moved to recommend to City Council the 2017 Capital/Reserves Carryover amounts. Seconded by Shafran. Call vote taken. Motion carried.

F. SDF Strapping Revolving Loan Claim:

Gosz reported the Dever's were served on March 7th. They have 20 days to respond. If they do not respond, then a motion for Default Judgment should be filed. Attorney Dietrich estimates 3-4 hours of his time at \$160.00 per hour to complete the matter through the granting of a Judgment. He strongly recommends the City get its Judgment regardless whether or not it is collectable.

The consensus of the Committee was to continue. Gosz will report an update at the April 9th meeting.

Approved

PROTECTION OF PERSONS AND PROPERTY:

A. Eagles Wings 5K Event:

Motion –Shafran moved to recommend to City Council the approval of the Eagles Wings 5K Event. Seconded by Levash. Call vote taken. Motion carried.

CITY BUILDING AND GROUNDS:

No report.

PERSONNEL:

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

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

The Committee went into Closed Session at 6:27 PM.

B. Open Session:

Motion – Edinger returned to Open Session. Seconded by Sonnabend. Call vote. Motion carried.

The Committee returned to Open Session at 6:43 PM.

C. Police Staffing Update:

No report.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Edinger moved to adjourn. Seconded by Shafran. Call vote. Motion carried unanimously. The meeting adjourned at 6:44 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer