

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

March 26, 2018

Brillion Community Center

6:30 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 6:46 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, 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, City Librarian Chris Moede, Park & Recreation Director Ann Marx, Deputy Fire Chief Eric Burich, and Deputy Clerk/Treasurer Joy Buboltz.

APPROVAL OF THE AGENDA:

Motion –Edinger moved to approve the agenda as printed and circulated. Seconded by Levash. Call vote taken. Motion carried unanimously.

APPROVAL OF MINUTES – FEBRUARY 26, 2018 REGULAR CITY COUNCIL MEETING AND THE FEBRUARY 12, 2018 SPECIAL CITY COUNCIL MEETING MINUTES:

Motion – Levash moved to collectively approve the minutes of the February 26, 2018 Regular City Council Meeting and the February 12, 2018 Special City Council Meeting minutes. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

6:45 PM- PUBLIC HEARING – ORDINANCE – FEES FOR PERMITS:

Mayor Deiter opened the Public Hearing at 6:49 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 6:50 PM.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Guests of the meeting were David Norby from The Brillion News, Beth Wenzel, Ron Wolf and Amy Vaclavik from McMahan, Gene Stelzer, Mary Stelzer, Carol Propson, Ted Petrie, Dan Mertens, Wesley Kempen, Donald Nielson, Roger Bladow, Joanne Roes, Tamara Hillmann, Kim Buboltz, Scott Sommerholder, Debra Sommerholder, Scott Cunningham, Lucy Janke, Gary Janke, Austin Simon, Rebecca Moore, Rhonda Vande Hey, Holly Thurow-Riahi, and Ben Wells.

Rebecca Moore distributed information on the upcoming School Facilities Referendum question on the April 3rd ballot. She explained the project would be HVAC, electrical, roofing, and a chiller in the gym. These projects will not raise taxes. Moore reported the School Board did hold Listening Sessions on these issues.

Moore encouraged those present to vote on April 3rd.

Mayor Deiter stated he attended some of the Listening Sessions. He stated that Brillion is ranked high on education with the STEM Program. There are individuals that move to the City of Brillion because of this School District. He feels this is a worthwhile project.

(Approved)

6:50 PM – PUBLIC HEARING – SPECIAL ASSESSMENT – CUSTER STREET & BENTWOOD DRIVE PROJECTS:

Mayor Deiter opened the Public Hearing at 6:53 PM and asked for testimony for or against the proposed ordinance.

Ted Petrie, 132 S. Custer Street, stated he heard the road work on Custer Street will be a roadway for a normal residential street. Ron Wolf, McMahon, gave a summary on the Custer Street and the Bentwood Drive projects. He explained the road bed on Custer Street will be constructed to handle heavier traffic than on a normal residential street. There will 15” gravel base and 4 ½ “asphalt.

Petrie stated that currently he does not have a sump pump in his home and asked if he would need to install one. Wolf explained that every home in the project area will receive a storm lateral to their property. If that property has a sump pump than that property owner has 60 days to hook up to that storm lateral. Geiger stated it is not required for a property owner to install a sump pump if they currently do not have one. Wolf explained the City’s Policy.

Petrie mentioned the storm drain that is located to the north east of his property. Wolf stated they are aware of that storm drain.

Wolf explained that lead water laterals will be replaced and home visits will take place with the property owners before the project is started. At those home visits a Waiver Sheet will need to be signed by the property owner.

Gene Stelzer asked the timeframe from these projects to be started. Wolf explained after this Public Hearing is completed the City Council will award the bid, pre-construction meeting will be done, and home visits conducted with waivers signed it is hoped to started the second or third week of April. Wolf mentioned that the Custer Street project should last approximately six (6) weeks and the Bentwood Drive project should last approximately two (2) or three (3) weeks.

Gary Janke asked if Custer Street will be closed during the project. Wolf explained thru traffic will be allowed on that street. Property owners will have access to their home each night.

Rebecca Moore asked if both streets will have work done on them at the same time. Wolf explained that Custer Street will be done first, then Bentwood Drive. Moore asked if the property owners will be notified before the project starts. Wolf stated there will be correspondence from City Hall before the project begins.

Moore asked if home visits will be required with the Bentwood Drive Project. Wolf stated no. Sommerholder asked if the property owners will be required to hook up to the mini storm sewers themselves. Wolf stated yes. Moore asked if the special assessment they received is the final assessment amount. Wolf stated no.

Mayor Deiter asked two (2) more times for testimony for or against the proposed ordinance. No more testimony given. Mayor Deiter closed the Public Hearing at 7:24 PM.

6:55 PM- PUBLIC HEARING – ORDINANCE – LEAD WATER SERVICE LINE REPLACEMENT:

Mayor Deiter opened the Public Hearing at 7:25 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 7:26 PM.

CONSENT AGENDA:

A. Acceptance of Minutes:

Brillion Public Library Board meeting of 2/21/2018, Park & Recreation Commission meeting of 3/8/2018, Redevelopment Authority Commission meeting of 3/8/2018, Special Redevelopment Authority Commission meeting of 3/16/18, and Water and Sewer Commission meeting of 2/19/2018.

(Approved)

B. Approval of Vouchers:

A. General Fund: =\$119,112.03:

B. Reserves =\$41,594.59:

C. Contingency = \$0.00:

D. TIF Expenditures=\$0.00:

C. Approval of License Applications:

1. Operator License – New: Joshua Nushart:

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 March 26, 2018 Committee of the Whole Meeting. Seconded by Wenzel. Roll call vote taken. 7 votes cast. Motion carried unanimously.

E. Approval of Appointments:

None.

DEPARTMENT HEAD REPORTS:

A. Police Department:

Police Chief Mignon reported that the Department of Veteran Affairs held training with the Police Department.

B. Park & Recreation:

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

- Soccer will be starting soon.
- Programs are on line for registration.
- The Engineers that Keller Structures is working with the Brillion Community Center Project will be returning on Tuesday, March 27th for more measuring.

C. Library:

Librarian Moede submitted a written report and reported the National Library Week will be April 9th – 14th.

D. Fire Department:

Burich reported on the following:

- 18 calls year-to-date.
- The green hose has been delivered.
- Demonstration on the Fire Extinguisher System.
- 2% due from the Town of Brillion and the Town of Maple Grove.

E. Public Works:

Geiger reported the windows at the Main Street Well will be replaced.

COMMITTEE REPORTS:

A. Plan Commission:

1. Committee Report:

No report.

B. Park & Recreation:

1. Jaycees – Heritage Park Project:

Item tabled. Marx stated she will have the Brillion Jaycees complete the Donation Form.

(Approved)

C. Library Board:

1. Committee Report:

No report.

D. Utility Commission:

1. 2018 Custer Street and Bentwood Drive Reconstruction – Award Bid:

Motion – Wenzel moved to award the bid for the 2018 Custer Street and Bentwood Drive Reconstruction Project to Carl Bowers & Sons Construction Co, Inc. in the amount of \$529,951.50. Seconded by Sonnabend. Roll call vote taken. 7 votes cast. Motion carried unanimously.

E. Redevelopment Authority Commission:

1. Downtown Redevelopment Project:

A. City Hall Project – Lease Agreement with the IPR Group:

Gosz reported the Lease Agreement will be discussed at the April 9th Committee of the Whole meeting which will be scheduled as a Special City Council meeting instead.

B. Resolution – Approving the Transfer of \$40,000 from Tax Increment Financing #2 to the RDA for Administration, Planning, and Operation Related Expenditures:

Beth Wenzel reported that a contract with McMahon for the demolition and the asbestos removal for the former T&C Market/Groskopp Chiropractic building is being worked on. She stressed the importance of continuing progress with this project. She reminded the City Council that not all of the expenses with this project are grant eligible.

It was reported that Phil Cossen, City's Financial Advisor, is the one that suggested using funds from TIF #2 to assist with the expenses for this project. Edinger stated the RDA will be given funds from TIF #2 as needed; up to \$40,000.

Motion – Edinger moved to approve Resolution #RE18-08 transferring up to \$40,000 from TIF #2 to the Brillion RDA Brillion. Seconded by Wenzel.

Wenzel asked if the RDA will need to abide by the \$5,000 rule. Gosz stated yes.

Levash expressed concern with taking \$40,000 from TIF #2 to be used for this project. He stated it is not fair to TIF #2 and feels the City could get into financial trouble doing this. He asked if the RDA knows the amount of funds they need for this project. Wenzel reminded the City Council the RDA did not receive any budgeted funds for this project. Gosz stated that per the Project Plan the City is trying to eliminate blight, which qualifies for this expense. Levash stated he feels the City should have budgeted funds for this project. Wenzel commented that the City did not have the budget to do this; due to State mandates. Nies also expressed concern with using TIF #2 funds for this project. She is also concerned that other funds from other TIF's may be used also. Gosz explained that only TIF #2 allows using increment from that TIF for projects within a ½ mile of the TIF.

Discussion followed on the payment of expenses with this project and the use of TIF #2 dollars for this project.

Levash stated he doesn't have problem paying for the RDA expenses, just does not like taking the funds from TIF #2 for it.

Mayor Deiter suggested starting a Committee on projects

Roll call vote taken. 7 votes cast. 5 yes votes cast by Edinger, Hanson, Shafran, Sonnabend, and Wenzel. 2 no votes cast by Levash and Nies. Motion carried.

(Approved)

C. Agreement for Professional Services – McMahon – Main Street Square Building Demolition:

Motion – Edinger moved to approve the Agreement for Professional Services from McMahon for the Asbestos Removal and Building Demolition of RDA property located at Main Street Square. Seconded by Sonnabend. Roll call vote taken. 7 votes cast. Motion carried unanimously.

2. Brillion Iron Works Properties - Update:

Mayor Deiter reported that meetings on the Brillion Iron Works property are being held bi-weekly. The environmental review of the property is currently being done. Geiger reported the project is still in the 150 day time frame with the Ariens Company.

F. Committee of the Whole:

1. 2017 Capital/Reserve Carryover:

Motion – Edinger moved to approve the 2017 Capital/Reserve Carryover amounts. Seconded by Wenzel. Roll call vote taken. 7 votes cast. Motion carried unanimously.

B. SDF Strapping – Revolving Loan Claim:

The consensus of the City Council was to proceed through with the filing of Judgement.

C. Eagles Wings 5K Event:

Motion – Shafran moved to approve the Eagles Wings 5K Event to be held on June 2, 2018. Seconded by Hanson. Call vote taken. Motion carried unanimously.

G. Cemetery Commission:

1. Commission Report:

No report.

H. Tourism Committee:

1. Committee Report:

No report.

OLD BUSINESS:

A. Ordinance – Fees for Permits:

Motion – Wenzel moved to adopt Ordinance #OR18-01, Fees for Permits, as presented. Seconded by Levash. Roll call vote taken. 7 votes cast. Motion carried unanimously.

B. Resolution – Final Resolution Authorizing Special Assessments:

Motion – Levash moved to adopt Resolution #RE18-10, Final Resolution Authority Special Assessments to 2018 Custer Street (Jackson Street to W. Water Street) and Bentwood Drive (Valley View Drive to Driftwood Drive). Seconded by Edinger. Roll call vote taken. 7 votes cast. Motion carried unanimously.

C. Ordinance – Lead Water Service Line Replacement:

Motion – Edinger moved to adopt Ordinance #OR18-02, Lead Water Service Line Replacement. Seconded by Levash. Roll call vote taken. 7 votes cast. Motion carried unanimously.

NEW BUSINESS:

Ben Wells stated that Representative Scott Gavin will be holding a Listening Session on March 27th from 6:00 pm – 8:00 pm at the Brillion Public Library.

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

Gosz submitted a report and reported that the State Board of Assessors declining the objection by the Brillion Iron Works. The Brillion Iron Works has now filed a petition for review of the determination of the State Board of Assessors.

(Approved)

Buboltz reported that she has contacted the Town of Brillion and the Town of Rantoul on the possibility of purchasing one (1) of their Reserve Liquor Licenses. Each Town will discuss this request at their next Board meeting.

MAYOR'S REPORT:

No report.

PRESS TIME:

No questions.

ADJOURNMENT:

Motion – Edinger moved to adjourn the meeting. Seconded by Wenzel. Call vote taken. Motion carried unanimously. The meeting was adjourned at 8:00 PM

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer