

Approved

**COMMITTEE OF THE WHOLE  
MEETING  
Minutes**

**April 9, 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, Joe Levash, Tim Hanson, Betty Nies, Wally Sonnabend, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief JoAnn Mignon, and Deputy Fire Chief Eric Burich.

**GUESTS:**

Troy Jansen from Gold Cross Ambulance, Tom Kispert from McMahon, TJ Lamers from IPR Group, Dan Mertens, and David Nordby from The Brillion News.

**APPROVAL OF THE AGENDA:**

**Motion** – Levash moved to approve the agenda. Seconded by Shafran. Call vote. Motion carried unanimously.

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF MARCH 26, 2018:**

**Motion** – Sonnabend moved to approve the minutes of the March 26, 2018 Committee of the Whole. Seconded by Hanson. Call vote. Motion carried unanimously.

**CITIZEN INPUT:**

None.

**PROTECTION OF PERSONS AND PROPERTY:**

**A. Ambulance Report:**

**1. Review of Monthly Reports:**

Jansen reported the month of March had 41 calls. He briefly explained the types of calls. He reported Gold Cross assisted with the nursing home evacuation in Ashwaubenon. This will be charged to the nursing home.

Jansen explained radio replacements for one of the rigs. He has a quote from Bay Com for approximately \$1,100.00. Due to the age of the radios, this will need to be considered in the future for replacing all of the radios. Mayor Deiter asked staff to put this high on their priority list. It is important to have good radios in service.

Shafran questioned how direct calls outside the service area are handled when the patient wants Brillion Gold Cross. Jansen explained how the calls are handled.

**B. Police Department:**

**1. Review of Monthly Report:**

Approved

Chief Mignon reported it was a busy month in March. She explained the types of calls received.

Chief Mignon reported they are seeking grants/donations for purchase of a thermo imaging piece to put on the drone. This is a \$5,000 purchase. They have received ½ of the cost.

**2. East shore Humane Association Inc.:**

Chief Mignon reported the relationship with East shore Humane Association and the Brillion Police Department are working very well.

**Motion** – Nies moved to recommend to City Council to approve the Agreement between the City of Brillion and East shore Humane Association Inc. Seconded by Edinger.

Gosz explained for the service the City donates 90% of the dog/cat license fees collected after settlement with Calumet County, which is approximately \$1,300 each year. This is included in the budget.

Motion carried.

**C. Fire Department:**

**1. Review of Monthly Report:**

Deputy Chief Burich reported they are working aggressively to find new members. They are looking at the high school and using social media.

**D. Municipal Court:**

**1. Review of Monthly Report:**

Monthly Report was reviewed by the Committee.

**CITY BUILDING AND GROUNDS:**

**A. Review of Monthly Report:**

The Monthly Report was reviewed by the Committee.

**B. Main Street Square Project – City Center - Update:**

**1. Lease Agreement – IPR Group – Update:**

Lamers reported the lease agreement language is still in legal review.

Tom Kispert gave an update on the City Center Project. He reported on the demolition of the RDA property. He explained there will be two (2) separate contracts; one (1) for asbestos removal and one (1) for the demolition.

Kispert explained the original bidders list for the City Hall had seven (7) general contractors. On the bid date only one (1) bid was received. He explained they felt it was in the best interest of Brillion to re-bid the project. Bids are now due April 11<sup>th</sup>. He explained they have been notified that seven (7) bidders are interested in bidding the project.

**FINANCE AND PURCHASING:**

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

Approved

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

The Committee went into Closed Session at 6:24 PM.

**B. Open Session:**

**Motion** – Edinger moved to return to Open Session. Seconded by Shafran. Call vote. Motion carried.

The Committee returned to Open Session at 6:37 PM.

**C. SDF Strapping Revolving Loan Claim:**

**Motion** – Nies moved to try to negotiate a settlement without legal assistance. Seconded by Edinger. Call vote. Motion carried.

**PERSONNEL:**

No report.

**OLD BUSINESS:**

Nies questioned the timing of the apartment building in Main Street Square.

**NEW BUSINESS:**

Shafran reported on the Park & Recreation Commission Board meeting regarding splash pad hours.

**ADJOURNMENT:**

**Motion** – Edinger moved to adjourn. Seconded by Shafran. Call vote. Motion carried unanimously. The meeting adjourned at 6:58 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer