

(Approved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

April 23, 2018

Brillion Community Center

6:30 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 6:30 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, Public Works Director Andy Geiger, Park & Recreation Director Ann Marx, Deputy Fire Chief Eric Burich, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Police Chief JoAnn Mignon and City Librarian Chris Moede.

APPROVAL OF THE AGENDA:

Mayor Deiter announced that he would like to move agenda item “City Hall Project – Lease Agreement with the IPR Group” to after agenda item “Guests”.

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

APPROVAL OF MINUTES – APRIL 17, 2018 SPECIAL “REORGANIZATIONAL” CITY COUNCIL MEETING:

Motion – Levash moved to approve the minutes of the April 17, 2018 Special “Reorganizational” City Council Meeting. Seconded by Levash. Call vote taken. Motion carried unanimously.

PUBLIC APPEARANCES:

A. Citizen Input:

None.

B. Guests:

Guests of the meeting were David Nordby from The Brillion News, Ron Wolf, Tom Kispert, and Tony Kappell from McMahan, and TJ Lamers from the IPR Group.

E. Redevelopment Authority Commission:

1. Downtown Redevelopment Project – Update:

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

Tom Kispert, McMahan, explained that after rebidding the Project five (5) bids were received and there will be one (1) late entry. These bids came in lower than the original bid. Once the contractor is picked, TJ Lamers will be able to work on the lease amount. It was asked of the contractors bidding on the project, if McMahan is comfortable with their work. Kispert stated yes.

TJ Lamers reported that City Attorney King was sent the changes in the lease from the IPR’s Attorney.

Levash asked the status of the proposed apartment complex. Lamers explained that Andy Dumke, the Developer, will be giving the Redevelopment Authority Commission an update at their next meeting.

CONSENT AGENDA:

A. Acceptance of Minutes:

(Approved)

Brillion Public Library Board meeting of 3/21/2018, Park & Recreation Commission meeting of 4/5/2018, and Water and Sewer Commission meeting of 4/16/2018.

B. Approval of Vouchers:

A. General Fund: =\$98,302.60:

B. Reserves =\$168,532.59:

C. Contingency = \$8,748.68:

D. TIF Expenditures=\$462.00:

C. Approval of License Applications:

1. Operator License – New: Gene Lohse, Ashley Moehn:

D. Approval of Payroll:

Motion – Wenzel 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 April 23, 2018 Committee of the Whole Meeting. Seconded by Edinger. Roll call vote taken. 7 votes cast. Motion carried unanimously.

E. Approval of Appointments:

None.

DEPARTMENT HEAD REPORTS:

A. Police Department:

No report.

B. Park & Recreation:

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

- Arbor Day Event will be held Friday, April 27th at 8:30 AM at the Brillion Community Center with the children from Holy Family School.
- She attended the Wellness Fair at the Ariens Company. An individual at that event informed her that he is interested in moving to Brillion and renting a duplex.

Hanson questioned the status of the new ball diamond. Marx explained work still needs to be done on the field including the installation of the fence and the scoreboard.

C. Library:

Librarian Moede submitted a written report.

D. Fire Department:

Burich reported on the following:

- The Fire Department had issues with the opener with one of the garage bays.
- 4 applicants for Fire Fighters have been received.
- The Fire Department responded to five (5) calls for snow removal, which amount to approximately 20 hours.

E. Public Works:

Geiger reported on the following:

- The Fire Department pumped water from the fire hydrant by Kwik Trip which led to dirty water to some of the residents in that area of the City. That fire hydrant was flushed by the Utility Department which cleaned up the dirty water.

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- Home visits with the Custer Street Project have been completed. The contractor replaced the sanitary sewer and is now working on the mini storm sewer and storm sewer laterals. Work on the water lines still needs to be completed.
- The mini storm sewers on Bentwood Drive have been installed. The valve box has also been replaced on Bentwood Drive. The next step will be to have the surface crews to come in and work on the curb, gutter, and street work.
- Regarding the Main Street Square Project, the asbestos and demolition work walk through will be done on April 24th. May 3rd is the bid due date for both projects. The gas has been abandoned but the telephone system is still working. Bowers Construction will be installing a new water service off of Center Street for the Dollar General store. The parking lot lights will be worked on. Eventually, the NE parking light will be the only light lit in that parking lot during the construction phase.

Edinger questioned the status of the street sweeper. Geiger stated he did receive a price for a new one and will look at it soon. Edinger asked if the City will need to borrow to pay for the new street sweeper. Gosz stated yes, but that the City does have approximately half of the cost of the new street sweeper in Reserves.

COMMITTEE REPORTS:

A. Plan Commission:

1. Committee Report:

No report.

B. Park & Recreation:

1. Jaycees – Heritage Park Project:

Motion – Wenzel moved to approve the recommendation from the Park & Recreation Commission to allow the Brillion Jaycees to proceed with the fund raising for the construction of a half-court basketball court at Heritage Park. Seconded by Shafran. Roll call vote taken. 7 votes cast. Motion carried unanimously.

C. Library Board:

1. Committee Report:

Nies reported the Library Board is in the process of hiring a new Library Director. They are down to the final two (2) candidates.

D. Utility Commission:

1. Agreement for Professional Services – McMahon – Tower Transmission Main Project:

Ron Wolf, McMahon, explained the Agreement is for the topo, design, construction, and bidding services for this Project. This Project will be tying the two (2) City water towers together with one (1) larger main. Wolf explained the project and reported this is only for the water main system.

Geiger commented that this project was included in the City borrowing.

Wolf stated this project might be completed in fall for best pricing.

Motion – Wenzel moved to approve the recommendation from the Utility Commission for the Agreement for Professional Services with McMahon for the Tower Transmission Main Project. Seconded by Levash. Roll call vote taken. 7 votes cast. Motion carried unanimously.

E. Redevelopment Authority Commission:

2. Brillion Iron Works Properties - Update:

Levash reported a meeting was held today with the Ariens Company and the Green Team from the DNR. There is an agreement for the Phase 2 environmental study to be completed. After reviewing the maps of the property, it was noticed that there is a large amount of the area in the flood plain/floodway. He feels the DNR is willing to help the City/Ariens Company with this project.

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Gosz reported on the timing of the new TID. She will discuss this with the City's Financial Advisor, Phil Cossen. She commented to those present without the assistance of the Ariens Company the City would have to take this project on ourselves. Levash expressed how fortunate that the City is working with the Ariens Company on this.

Edinger questioned the 150 day window. Levash stated that "window" has been pushed back.

Hanson questioned if the DNR is assisting the City on the Brillion Marsh flooding. Geiger explained that the DNR did receive funding for the Brillion Marsh.

F. Committee of the Whole:

1. East shore Humane Association Inc.:

Motion – Edinger moved to approve the Agreement with East shore Humane Association Inc. Seconded by Sonnabend. Roll call vote taken. 7 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Commission Report:

No report.

H. Tourism Committee:

1. Committee Report:

No report.

OLD BUSINESS:

No report.

NEW BUSINESS:

A. Direct Annexation – Ariens Company:

Geiger explained the Ariens Company is requesting to annex four (4) parcels into the City of Brillion. Edinger asked if this annexation would have any effect on the City's Road Maintenance Agreement with the Town of Brillion. Gosz stated there may be an effect and will need to check on it.

Motion – Edinger moved to set a Public Hearing date for Tuesday, May 29, 2018 at 6:45 PM to hear testimony for or against the direct annexation by unanimous approval from the Ariens Company, and to recommend the petition for direct action to the Plan Commission for zoning consideration. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

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

Gosz submitted a report and reported on the following:

- She attended a Strategic Planning Workshop hosted by the Chamber Board this past Saturday.
- Board of Review will be held on Thursday, May 17th from 4:00 PM – 6:00 PM.
- The next Rock the Block group meeting is scheduled for Thursday, April 26th.

MAYOR'S REPORT:

A. Proclamation – Arbor Day:

Mayor Deiter proclaimed Friday, April 27, 2018 as Arbor Day in the City of Brillion.

B. Professional Plating Open House Invitation – May 16, 2018:

Mayor Deiter encouraged the City Council and Staff to attend the Professional Plating Open House scheduled for Wednesday, May 16th.

(Approved)

PRESS TIME:

No questions.

ADJOURNMENT:

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

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer