

Approved

**COMMITTEE OF THE WHOLE  
MEETING  
Minutes**

**May 29, 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, Vicki Shafran, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Fire Chief Joey Diener, Police Chief JoAnn Mignon, and Public Works Director Andy Geiger. Absent was Alderperson Wally Sonnabend.

**GUESTS:**

Beth Wenzel and David Nordby from The Brillion News.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF  
APRIL 23, 2018:**

**Motion** – Wenzel moved to approve the minutes of the April 23, 2018 Committee of the Whole. Seconded by Shafran. Call vote. Motion carried unanimously.

**CITIZEN INPUT:**

None.

**FINANCE & PURCHASING:**

**A. Review of Vouchers:**

**1. General Fund - \$129,590.53:**

**Motion** – Edinger moved to recommend to City Council the approval of the General Fund Vouchers in the amount of \$129,590.53. Seconded by Nies. Call vote taken. Motion carried.

**Reserves - \$13,142.57:**

**Motion** – Nies moved to recommend to City Council to approve the Reserves Expenditure vouchers in the amount of \$13,142.57. Seconded by Hanson. Call vote taken. Motion carried.

**Contingency - \$10,497.50:**

**Motion** – Wenzel moved to recommend to City Council to approve the Contingency vouchers in the amount of \$10,497.50. Seconded by Edinger. Call vote taken. Motion carried.

**TIF Expenditures - \$13,407.01:**

**Motion** – Wenzel moved to recommend to City Council to approve the TIF Expenditure vouchers in the amount of \$13,407.01. Seconded by Edinger.

Approved

Nies questioned if the expenditures are part of the \$40,000 authorized by the City Council for the RDA Downtown Project. Gosz stated yes and the majority of these expenditures will be reimbursed by WEDC CDI Grant.

Call vote taken. Motion carried.

**B. Review of License Applications:**

**1. Operator License – New: Daniel W. Stambraugh Jr, Molly Mandoli, Kathryn Frazier, Matthew Aschenbrenner:**

**Motion** - Nies moved to recommend to City Council to grant an Operator License to Daniel W. Stambraugh Jr, Molly Mandoli, Kathryn Frazier, Matthew Aschenbrenner. Seconded by Levash. Call vote taken. Motion carried.

**2. Operator Licenses – Renewal: Steve Brault, Jessica Gerhart, Amber N. Butturini, Sara Brault, Cathy R. Held:**

**Motion** - Nies moved to recommend to City Council to grant an Operator License to Steve Brault, Jessica Gerhart, Amber N. Butturini, Sara Brault, Cathy R. Held. Seconded by Levash. Call vote taken. Motion carried.

**3. Kennel License – Renewal: Angela M. Gade, TJ Bastian:**

**Motion** - Wenzel moved to recommend to City Council to grant a Kennel License to Angela M. Gade and TJ Bastian. Seconded by Shafran. Call vote taken. Motion carried.

**4. Six Month Class “B” Beer License: Renewal – Brillion Athletic Association –Peters Park – May 1, 2018 to October 31, 2018:**

**Motion** - Edinger moved to recommend to City Council to grant a Six Month Class “B” Beer License: Renewal – Brillion Athletic Association –Peters Park – May 1, 2018 to October 31, 2018. Seconded by Hanson. Call vote taken. Motion carried.

**5. Temporary Class B Licenses: Brillion Area Jaycees – June 9, 2108 – June 10, 2018 for Brillion Fest at Peters Park and Brillion Athletic Association – June 8, 2018 – Brillion Fest at 205 N. Main Street:**

**Motion** – Hanson moved to recommend to City Council to grant a Temporary Class B Licenses: Brillion Area Jaycees – June 9, 2108 – June 10, 2018 for Brillion Fest at Peters Park and Brillion Athletic Association – June 8, 2018 – Brillion Fest at 205 N. Main Street. Seconded by Shafran. Call vote taken. Motion carried.

**6. Class A Beer & Class A Liquor Combination License-Renewal: Condon Oil Company for Brillion Mobile Mart, Weber Family Station, LLC for Weber’s of Brillion, Dolgencorp, LLC for Dollar General Store #10945, T & C Markets, Inc for Tadych’s Econo Foods, Shopko Stores Operating Co., Inc for Shopko Hometown #608:**

**Motion** – Nies moved to recommend to City Council to grant a Class A Beer & Class A Liquor Combination License-Renewal: Condon Oil Company for Brillion Mobile Mart, Weber Family Station, LLC for Weber’s of Brillion, Dolgencorp, LLC for Dollar General Store #10945, T & C Markets, Inc for Tadych’s Econo Foods, Shopko Stores Operating Co., Inc for Shopko Hometown #608. Seconded by Wenzel. Call vote taken. Motion carried.

Approved

**7. Class B Beer & Class B Liquor Combination License – Renewal: Braun’s Deer Run LLC for Deer Run Golf Course, ACAKDCA, LLC for Ethels Pub & Grill, Connie Michiels for Shakers, Cobblestone Creek Dining & Banquet, LLC for Cobblestone Creek Dining & Banquet, Gene Lohse for Twitch’s Bar & Grill, Scott R. Giese for The Real Giese’s, BAKKHEIA, LLC for BAKKHEIA, M & J Schwartz Enterprises, LLC for Split Happens Lanes, Randy’s Pastry Factory, LLC for Randy’s Central:**

**Motion** – Edinger moved to recommend to City Council to grant a Class B Beer & Class B Liquor Combination License – Renewal: Braun’s Deer Run LLC for Deer Run Golf Course, ACAKDCA, LLC for Ethels Pub & Grill, Connie Michiels for Shakers, Cobblestone Creek Dining & Banquet, LLC for Cobblestone Creek Dining & Banquet, Gene Lohse for Twitch’s Bar & Grill, Scott R. Giese for The Real Giese’s, BAKKHEIA, LLC for BAKKHEIA, M & J Schwartz Enterprises, LLC for Split Happens Lanes, Randy’s Pastry Factory, LLC for Randy’s Central. Seconded by Wenzel. Call vote taken. Motion carried.

**8. Class A Beer License/Class A Liquor (Cider Only) - Renewal: Kwik Trip for Kwik Trip #807:**

**Motion** - Wenzel moved to recommend to City Council to grant a Class A Beer License/Class A Liquor (Cider Only) - Renewal: Kwik Trip for Kwik Trip #807. Seconded by Edinger. Call vote taken. Motion carried.

**9. Class B Beer License/Class C Wine – Renewal: Brillion Hotel Group, LLC for Cobblestone Inn and Suites, Marko’s Smokin’ BBQ for Marko’s Smokin’ BBQ:**

**Motion** - Wenzel moved to recommend to City Council to grant a Class B Beer License/Class C Wine license to the Brillion Hotel Group, LLC for Cobblestone Inn and Suites, Marko’s Smokin’ BBQ for Marko’s Smokin’ BBQ. Seconded by Hanson. Call vote taken. Motion carried.

**10. Class B Beer License – Renewal: Underground Archery LLC for Underground Archery:**

**Motion** - Edinger moved to recommend to City Council to grant a Class B Beer License to Underground Archery LLC for Underground Archery. Seconded by Nies. Call vote taken. Motion carried.

**C. Review of Payroll:**

**Motion** –Wenzel moved to recommend to City Council to collectively approve the April 27, 2018 payroll, the May 11, 2018 payroll, and the May 25, 2018 payroll amounts. Seconded by Levash. Call vote taken. Motion carried.

**PROTECTION OF PERSONS AND PROPERTY:**

**A. Agreement Between Calumet County and City of Brillion – Abatement of Human Health Hazards:**

**Motion** – Wenzel moved to recommend to City Council the Agreement Between Calumet County and the City of Brillion for Abatement of Human Health Hazards. Seconded by Edinger. Call vote. Motion carried.

**CITY BUILDING AND GROUNDS:**

**A. Purchase of Street Sweeper:**

Approved

Geiger reviewed the price he received for the Elgin Megawind Street Sweeper. He explained out of all of the sweepers he looked at this is the best option. A Global Sweeper was approximately \$250,000. He stated if given approval to order, delivery would be October. With the low amount of \$6,000 for trade in he feels we could receive more selling it out right. He has contacted Sherwood and Harrison. Harrison is not interested and he is still waiting to hear back from Sherwood. If we can't sell out right we can trade it in.

Geiger recommended taking \$100,000 from Reserves then the amount to borrow would be \$169,561.00. He did receive lease options; however, by the time the lease is done there would be more money in interest payments than borrowing. However, with the lease option at the end of the term we would receive a new sweeper with a new lease. He would like to retain \$9,000 in Reserves for future maintenance of the sweeper.

**Motion** – Levash moved to recommend to City Council to proceed with the purchase of the Elgin Megawind Sweeper for \$269,561 with \$100,000 from Reserves and borrow for the balance of \$169,561.00. Seconded by Edinger

Geiger explained NJPA pricing bids out federally.

Call vote. Motion carried.

**PERSONNEL:**

No report.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

**Motion** – Levash moved to adjourn. Seconded by Edinger. Call vote. Motion carried unanimously. The meeting adjourned at 6:35 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer