

**SPECIAL CITY COUNCIL
MINUTES**

August 13, 2018

Brillion Community Center

6:00 pm

CALL TO ORDER:

Mayor 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, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Park & Recreation Director Ann Marx, Police Chief JoAnn Mignon, and Assistant Fire Chief Eric Burich.

Guests:

Troy Jansen from Gold Cross Ambulance, Bob Poch from Keller, Sarah Pielhop, Police Captain Kirk Schend, Dan Mertens, Cindy Van Handel, Judy Christianson, and Mark Rajkovich.

APPROVAL OF THE AGENDA:

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

CITIZEN INPUT:

None.

PROTECTION OF PERSONS AND PROPERTY:

Ambulance Department:

1. Review of Monthly Reports:

Jansen reported there were 28 responses in July. The lowest response time is approximately 5.5 minutes. Road construction will be a challenge.

B. Police Department:

1. Review of Monthly Report:

Chief Mignon reported on the squad repairs. The 2011 Crown Vic motor is no longer working. She explained replacement of this squad was planned for the 2019 Budget. She asked Captain Schend to look for options to replace the squad in 2018.

Captain Schend reported he found two (2) existing 2018 vehicles; a 2018 Chev Tahoe and a 2018 Ford Interceptor Utility, both in dealerships in Illinois. The dealership will do lease to own payment option. To place an order for a new squad we wouldn't get a vehicle until 2019 and cost could increase by \$8,000 (State Contract Price). To replace the motor in the 2011 Crown Vic would be \$6,500.00. The 2018's are both new vehicles with full warranties.

It was recommended to get all options for lease, purchase, and delivery on the two (2) 2018 vehicles and if ordering a 2019 vehicle for the August 27th City Council meeting.

Chief Mignon reported that she met with Fire Chief Diener and Troy Jansen to rough out a plan for the expansion of the ambulance quarters, and then see what can be done after that. Levash suggested Public Works Director Geiger take the lead on this project. Jansen stated the proposed initial changes would give the ambulance an area to meet the State requirements for privacy in living quarters.

Mignon, Jansen, and Diener will work with Geiger on this and bring back costs.

C. Fire Department:

1. Review of Monthly Report:

Assistant Fire Chief Burich reported on the following:

- 41 calls year to date.
- 6 new members – at a membership of 33 right now – goal is 35-40 members.

D. Municipal Court:

1. Review of Monthly Report:

The Monthly Report was reviewed by the City Council.

CITY BUILDING AND GROUNDS:

A. Review of Monthly Report:

The Monthly report was reviewed by the City Council.

B. Glenview Property – Offer to Purchase:

The City received an Offer to Purchase from Dan Mertens for the Glenview Property. Mertens explained what he would like to do with the property. He is interested in putting rental properties on the lots to get the best use and to generate the most tax base for the City.

Mertens explained there is a cost to clear the trees on the lot, bringing in the utilities, and patching the street. Gosz explained there are three (3) lots and per City Code cannot be re-subdivided for three (3) years from when the Certified Survey Map was recorded, which was 12/16/16.

Mertens stated if the land can't be re-subdivided he would build one (1) single family home per lot per year. Levash stated as the offer is written the City will have to pay closing costs which would be approximately \$500-\$600. Mertens stated he would not pay the closing costs but would give the City a donation of \$500 to do what the City wants with it.

Motion – Wenzel moved to accept the offer from Dan Mertens for \$1.00 with a \$500 donation to the City. Seconded by Shafran. Roll call vote taken. 7 votes cast. Motion carried unanimously.

FINANCE AND PURCHASING:

A. Reserve License Request from the Town of Rantoul:

Motion – Edinger moved to request a Reserve Class B Liquor License from the Town of Rantoul. Seconded by Hanson. Roll call vote taken. 7 votes cast. Motion carried unanimously.

PERSONNEL:

No report.

OLD BUSINESS:

A. Brillion Community Center Renovation Project – Award Bids:

B. Construction Management Agreement – Keller:

Bob Poch, Keller, explained the changes to the HVAC contract for the project. The biggest savings was replacing the mechanisms in place saving approximately \$90,000 in labor.

Sarah Pielhop stated the Al Buboltz Family will be donating the fire place.

Poch explained the remainder of the deducts made to the project. Poch explained the final bid with deducts is \$607,787.87, which is \$15,224.87 short of budget/funding available. Marx stated there is \$30,000 in the Brillion Community Center Reserves for HVAC. The Park & Recreation Commission would like to use this for the \$15,224.87 shortfall. Poch explained there may be additional savings with the HVAC.

Gosz explained the project budget/funding versus the budget/funding on hand. She explained the Endries donation is \$30,000 per year with the last donation to be made in 2020. Poch stated that Keller could work with the City on this for the final payment. Poch explained that Keller's donation to the project will be the preliminary design work. He stated whatever the City already paid will be refunded back to the City by Keller.

Motion – Edinger moved to award the bids for the Brillion Community Center Renovation Project and the Construction Management Agreement with Keller. Seconded by Shafran. Roll call vote taken. 7 votes cast. Motion carried unanimously.

Motion – Edinger moved to amend the prior motion to include taking the \$15,224.87 project budget shortfall from the BCC HVAC Reserve Account. Seconded by Shafran. Roll call vote taken. 7 votes cast. Motion carried unanimously.

C. Brillion Iron Works Project – Resolution – WEDC Idle Industrial Sites Grant:

Gosz explained the Brillion Iron Works Project is moving along very rapidly. The proposed Project Plan included a grant application to WEDC (Wisconsin Economic Development Corporation) for the WEDC Idle Industrial Sites Grant which will be used for demolition costs for the site. The Grant is for \$500,000 which is a matching grant. Other project costs will be used for the match. The City will be the Grant applicant. The City will need to adopt a Resolution authorizing the Grant submittal.

Gosz explained the Plan is for the City to acquire the property at closing in order for the City to obtain Local Government Environmental Liability Exemption by the DNR. An agreement between the City and the Ariens Company will be drafted for this.

Motion – Wenzel moved to adopt Resolution RE18-12 Authorizing the Submission of the WEDC Idle Industrial Site Grant Application for the Redevelopment Project at 200 Park Avenue, Brillion, Wisconsin. Seconded by Levash. Roll call vote taken. 7 votes cast. Motion carried unanimously.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Nies moved to adjourn. Seconded by Edinger. Motion carried unanimously. The meeting was adjourned at 7:16 pm.

Lori M. Gosz
City Administrator/ Clerk-Treasurer