

(Approved)

**REGULAR CITY COUNCIL  
MEETING  
Minutes**

**September 24, 2018**

**Brillion Community Center**

**6:30 PM**

**CALL TO ORDER:**

Mayor 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 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, Fire Chief Joey Diener, Park & Recreation Director Ann Marx, City Librarian Rachel Hitt, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Alderperson Mel Edinger and Police Chief JoAnn Mignon.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF MINUTES – AUGUST 27, 2018 REGULAR CITY COUNCIL AND AUGUST 29, 2018 SPECIAL CITY COUNCIL MEETING MINUTES:**

**Motion** – Nies moved to collectively approve the minutes of the August 27, 2018 Regular City Council Meeting minutes and the August 29, 2018 Special City Council Meeting minutes. Seconded by Hanson. 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, Mark Olson from the Ariens Company, Sarah Pielhop, Phil Cossen from Ehlers, and Scott Langlois from Quarles & Brady.

**1. Ryan Roth – Habitat for Humanity Rock the Block:**

Gosz stated that Ryan Roth informed her that he would be unable to attend this meeting due to illness. He plans on attending the October City Council meeting instead.

**C. Recognitions:**

None.

**CONSENT AGENDA:**

**A. Acceptance of Minutes:**

Plan Commission meeting of 9/4/2018, Park & Recreation Commission meeting of 9/6/2018, Committee of the Whole meeting of 9/10/18, Redevelopment Authority Commission meeting of 9/13/2018, Cemetery Commission meeting of 9/13/18, and Water and Sewer Commission meeting of 9/17/2018.

**B. Approval of Vouchers:**

**A. General Fund: =\$121,046.74:**

**B. Reserves =\$17,638.98:**

**C. Contingency = \$1,025.22:**

(Approved)

**D. TIF Expenditures \$96.30:**

**C. Approval of License Applications:**

- 1. Operator’s License – New: Chandra Kluck, Casey Laridaen, Carlton Wenert, Peyton J. Raddatz, Divakar Patil:**
- 2. Operator’s License – Renewal: Dawn Sestak:**
- 3. Operator’s License – Temporary: Carol A. Lietzke, Tammy Lynne Koehler, Betty J. Nies:**
- 4. Temporary Class B Beer License: Brillion Optimist Club for A Walk Through Brillion:**

**D. Approval of Payroll:**

**Motion** – Levash 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 September 24, 2018 Committee of the Whole Meeting. Seconded by Wenzel. Roll call vote taken. 6 votes cast. 5 yes votes and 1 abstained vote cast by Nies. Motion carried.

**E. Approval of Appointments:**

**1. Library Board:**

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:

- They will be starting the cement work for the new baseball field’s backstop and dug outs.
- Remodeling Project update.
- Thank You to the Ariens Company for the donation of the fitness equipment to the Brillion Community Center.

**C. Library:**

Librarian Hitt submitted a written report and reported that the Brillion Public Library’s Battle of the Books Team took 3<sup>rd</sup> place in the Battle of the Books contest...up from 5<sup>th</sup> place last year.

**D. Fire Department:**

No report.

**E. Public Works:**

Geiger reported that work on Pagel Avenue is anticipated to start within the next two (2) weeks.

**COMMITTEE REPORTS:**

**A. Plan Commission:**

**1. Consideration of “Resolution Approving the Project Plan and Establishing the Boundaries for the Creation of Tax Incremental District No. 5, City of Brillion, Wisconsin”:**

Mayor Deiter stated that City Staff has been working diligently with Mark Olson from the Ariens Company on this project.

Levash reported that the Plan Commission held a Public Hearing regarding this proposed Resolution with no comments received at that Public Hearing for or against this Project. Based on that, the Plan Commission is recommending to City Council the approval of this proposed Resolution.

(Approved)

Phil Cossen from Ehlers reviewed the Project Plan for the creation of Tax Incremental District No. 5 with those present. He explained this Project Plan defines how this Project will work and the timing of it. He explained this is a challenging site with the remediation, demolition costs, infrastructure costs, and the environmental work that may need to be done on the site. Grants will be sought to assist with some of the costs. A team from the City and the Ariens Company will work together on the application of the grants. Cossen reported the closing date for the Ariens Company to purchase the former Brillion Iron Works property is Friday, September 28<sup>th</sup>.

Cossen explained the City will need to approve two (2) items....that being the Project Boundary and the Project Plan. The proposed Project Plan acts as a framework on how to pay for the project costs. Basically the costs haven't changed.

Cossen explained the City will be creating a Remediation TID under ACT 70, a/k/a ACT 70 ER TID. This Remediation TID will be the first in the State of Wisconsin. With this TID, it will allow the TID to have a 27 year life. It is proposed to have \$10.5 million worth of expenditures and \$22.5 million worth of improvement value.

Cossen explained the boundary area of the TID, which the Horn Park and the Town of Brillion parcels, were removed from the boundary area. Other areas in the Township may be looked at later being brought in for development.

Cossen explained the value of the land will decreased to \$1.00 as its base value with an ER TID.

Cossen explained the roadway and improvements are very conceptual in this Plan. He explained the project costs and explained those are also very preliminary. The Ariens Company will spend \$1.8 million to acquire the property, which is not part of the \$10,470,000 of expenditures.

Cossen reviewed the development assumptions for the property, which includes 47 acres of developable land outside of what the Ariens Company wants to retain for their use.

Cossen reviewed the Cash Flow projects with this TID and explained that grants will be applied for to help with the costs of this project. He cautioned that some of the grants being applied for are matching grants.

Cossen explained that there is no land being proposed for inclusion within the District that was annexed by the City on or after January 1, 2004. The City estimates that 31.9% of the territory within the District will be devoted to retail and/or commercial businesses at the end of the District's maximum expenditure period, and the City anticipates that a portion of the District will be rezoned to commercial and residential prior to the development occurring.

Cossen reported that the City's Master Plan will need to be updated to reflect the proposed mixed-use development for the site. It is also not anticipated there will be a need to relocate persons or businesses in conjunction with this Plan. This development will provide the City the opportunity for continued growth in its tax base, job opportunities, housing opportunities, and general economic activity. This proposed Project will "clean up" that site.

Gosz informed the City Council that the Joint Review Board will met on Wednesday, if this Resolution is approved by City Council.

Mark Olson, Ariens Company, thanked the City Council for working with the Ariens Company on this project. He also thanked City Administrator Gosz for all of her help with this project. Olson explained the Ariens Company is committed to improving the quality of life in Brillion, to help Brillion grow, to add jobs to the area, and to increase its tax base.

(Approved)

Wenzel stated that her concern is the upfront initial costs of this project. Gosz informed the City Council that Jon Bartz from WEDC reviewed the City's grant application for the Idle Site Grant and it's now be sent to the underwriting team for their approval.

Olson informed the City Council of improvements the Ariens Company will be making to Ariens Plant 1 which will also help generate more jobs.

**Motion** – Levash moved to adopt Resolution RE18-16 approving the Project Plan and establishing the boundaries for and the creation of Tax Incremental District #5. Seconded by Wenzel. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**B. Park & Recreation:**

**1. Committee Report:**

No report.

**C. Library Board:**

**1. Committee Report:**

No report.

**D. Utility Commission:**

**1. Water Transmission Main Construction – Award Bid:**

**Motion** – Wenzel moved to award the bid to Kruczek, in the amount of \$518,518.18, for the Water Transmission Main Construction Project. Seconded by Sonnabend.

Levash asked if there is a set completion date in the contract. Geiger stated September 2019.

Roll call vote taken. 6 votes cast. Motion carried unanimously.

**E. Redevelopment Authority Commission:**

**1. Downtown Redevelopment Project – Update:**

No report.

**F. Committee of the Whole:**

**1. 2019 Ambulance Budget – Gold Cross Ambulance:**

**Motion** – Levash moved to approve the 2019 Ambulance Budget as submitted by Gold Cross Ambulance Service. Seconded by Sonnabend. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**2. 2019 Ford Interceptor Financing:**

**Motion** – Nies moved to approve a three (3) year loan with the State Bank of Chilton for the 2019 Ford Interceptor. Seconded by Hanson. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**3. Assessor Services – Award Contract – Accurate Appraisal:**

**Motion** – Levash moved to approve a five (5) year contract with Accurate Appraisal for Blend Market/Revaluation Maintenance for a total contract of \$47,000. Seconded by Shafran. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**4. Elgin Street Sweeper Financing:**

**Motion** – Shafran moved to approve a five (5) year loan with the State Bank of Chilton for the Elgin Street Sweeper. Seconded by Levash. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**G. Cemetery Commission:**

**1. Cemetery Maintenance Contract – Jerome Popp:**

(Approved)

**Motion** – Wenzel moved to approve the Cemetery Maintenance Contract with Jerome Popp. Seconded by Hanson. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**2. Hold Harmless Agreement:**

**Motion** – Nies moved to approve the Hold Harmless Agreement with Jerome Popp. Seconded by Sonnabend. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**H. Tourism Committee:**

**1. Brillion Nature Center – 2018 Pumpkin Walk:**

**Motion** – Hanson moved to release \$1,000 of Tourism Funds to the Brillion Nature Center for the 2018 Pumpkin Walk Event. Seconded by Levash. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**2. Redevelopment Authority Commission – Fall Light Pole Decoration Contest:**

**Motion** – Hanson moved to release \$100 of Tourism Funds to the RDA to be used for the Fall Light Pole Decoration Contest event. Seconded by Shafran. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**3. Tourism Center Table and Coffee Cart – Take Seven:**

**Motion** – Hanson moved to release \$1,000 of Tourism Funds to be paid to Take Seven as down payment for the table and coffee cart for the Tourism Center area at the Brillion Community Center. Seconded by Shafran. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

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

**Motion** – Nies moved to go into Closed Session per W.S. S. 19.85(1) (e). Seconded by Levash. Call vote taken. Motion carried unanimously.

The City Council went into Closed Session at 7:27 PM.

**B. Open Session:**

**Motion** – Levash moved to return to Open Session. Seconded by Wenzel. Call vote taken. Motion carried unanimously.

The City Council returned to Open Session at 9:54 PM.

**C. Consideration of “Resolution Approving the Acquisition of the Property within the Boundaries of Tax Incremental District No. 5, City of Brillion, Wisconsin”:**

No action taken.

**D. Consideration of Master Lease Agreement between the City of Brillion and Brillion Iron Works, LLC – Tax Incremental District No. 5:**

No action taken.

**E. Consideration of Development Agreement between the City of Brillion and Brillion Iron Works, LLC – Tax Incremental District No. 5:**

No action taken.

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

Gosz submitted a report.

(Approved)

**MAYOR'S REPORT:**

No report.

**PRESS TIME:**

No questions.

**ADJOURNMENT:**

Mayor Deiter adjourned the meeting at 9:54 PM.

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Gary Deiter, Mayor

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Joy L. Buboltz, Deputy Clerk/Treasurer