

**SPECIAL CITY COUNCIL  
MINUTES**

**November 12, 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, Joe Levash, Betty Nies, Vicki Shafran, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Director of Public Works Andy Geiger, Police Captain Kirk Schend, Park & Rec Director Ann Marx, Library Director Rachel Hitt, Fire Chief Joey Diener, and Deputy Clerk/Treasurer Joy Buboltz. Absent was Alderperson Tim Hanson.

**GUESTS:**

Troy Jansen from Gold Cross Ambulance Service and Police Officer Ben Bastian.

**APPROVAL OF THE AGENDA:**

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

**PROTECTION OF PERSONS AND PROPERTY:**

**A. Ambulance Department:**

Jansen reported there were 43 calls for the month of October, with 33 of those calls being transport calls and 10 calls being non transport calls. Of the calls for October, 27 calls were in the City of Brillion, 6 calls were in the Town of Brillion, 5 calls were in the Town of Woodville, 3 calls were outside of the area (Hilbert), and 2 calls were in Chilton. To date there have been 34 calls in the Town of Woodville.

Jansen reported that recently there were 3 calls where the individuals arrived at City Hall looking for ambulance service. Two of those individuals were hard to find in the parking lot. Jansen asked if a sign could be installed noting the location of Gold Cross Ambulance facility. The City Council members agreed to install a sign.

**1. 2019 Ambulance Agreement between the City of Brillion and Gold Cross Ambulance:**

Edinger asked if there are any changes to the Agreement for 2019 from 2018. Gosz stated only the dollar amounts per their budget summary to the City.

**Motion** – Edinger moved to approve the 2019 Ambulance Agreement between the City Council and Gold Cross Ambulance. Seconded by Shafran. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**2. 2019 Ambulance Agreement between the City of Brillion and the Town of Woodville:**

Gosz stated that the Town of Woodville did approve the 2019 Ambulance Agreement.

**Motion** – Edinger moved to approve the 2019 Ambulance Agreement between the City Council and the Town of Woodville. Seconded by Levash. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**B. Police Department:**

**1. Review of Monthly Report:**

The Monthly Report was presented with no questions asked.

**C. Fire Department:**

**1. Review of Monthly Report:**

Fire Chief Diener reported on the following:

- Knox Box Ordinance was reviewed by the Plan Commission with recommendation to the City Council for approval.
- Discussion was held with the Fire Department Officers regarding the Fire Department’s 2019 Goals and Objectives.
- Three Fire Fighters attended Rescue Task Force Training.

Chief Diener stated he is looking for guidance on the future location of the Fire Department, Police Department, and Ambulance Service. Are we staying at the current facility for the next several years or is the intention to move those services elsewhere in the City? Discussion followed on options.

Mayor Deiter suggested that a floor plan be drafted and present that plan to the Plan Commission. Geiger reminded those present of the engineering fee to have a floor plan done. Edinger stated we first need to decide where emergency services will be and then build on their needs from there. Levash agreed and stated a long range plan is needed.

Several location options were discussed. Gosz stated if it is being considered to move emergency services to the former Brillion Iron Works property then the Ariens Company needs to know that.

Chief Diener noted that the Fire Department has become more of a rescue service than a fire service.

**D. Municipal Court:**

**1. Review of Monthly Report:**

No report.

**6:30 PM – PUBLIC HEARING – 2019 BUDGET:**

Mayor Deiter opened the Public Hearing at 6:30 PM and asked three (3) times for testimony for or against the proposed 2019 Budget. No testimony given. Mayor Deiter closed the Public Hearing at 6:31 PM.

**CITY BUILDING AND GROUNDS:**

**A. Review of Monthly Report:**

Geiger reviewed the Monthly DPW Report with the Committee. He gave an update on the City Center Project, Pagel Avenue, and Brillion Works property. He stated asphalt will be laid on Friday at the City Center facility and at Pagel Avenue. Natural gas to Ariens Plant #4 is being worked on.

Edinger questioned the final work to be done on the Dollar General building. Geiger stated the subcontractor for the project is very busy at this time. He will make contact with the contractor, Kempen Excavating.

Geiger reported it is hoped to have the new street sweeper by the end of November.

**B. Ordinance – No Parking:**

Geiger presented two (2) proposed signs to be installed by the Elementary School on Washington Street. He stated that Safe Routes to School reviewed the area where these signs are proposed to be installed and agreed that signage needs to be placed there. Safe Routes to School representative commented that

people should not be crossing Washington Street during the time of dropping and picking up students from school.

Geiger stated it is also being proposed to add a crosswalk at the end of Washington Street by Elm Street. The School District will be paying for half of the cost to make the crosswalk area.

**Motion** – Levash moved to set a Public Hearing date of December 17, 2018 at 6:45 PM to hear testimony for or against the No Parking Ordinance. Seconded by Edinger. Call vote taken. Motion carried.

**FINANCE AND PURCHASING:**

**A. Resolution - 2019 Budget:**

Gosz explained the changes to the proposed 2019 Budget. She reported that the City's property insurance rates came in \$15,708 less than expected, the Reedsville Police Service contract increased, and the tax exempt aid came in higher than expected. Overall the proposed budget there was a reduction of \$12,119 in the levy which in turn decreased the proposed City's tax rate by seven (7) cents.

**Motion** – Wenzel moved to adopt Resolution RE18-19 adopting the 2019 City Budget for the City of Brillion. Seconded by Edinger. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**B. Resolution – State Trust Fund Borrowing – TID #5:**

**Motion** - Wenzel moved to adopt Resolution RE18-20 authorizing borrowing from the Trust Fund of the State of Wisconsin the sum of Three Hundred Fifty Thousand and 00/100 dollars (\$350,00.00) for the purpose of financing TID #5 planning costs and for no other purpose. Seconded by Shafran. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**PERSONNEL:**

**1. Flex Benefits Policy:**

Levash asked if this change in the Policy is where City employees are unable to use their Section 125 contribution towards their health insurance premium. Gosz stated yes and explained the calculation.

**Motion** – Edinger moved to adopt the Flex Benefits Policy as revised. Seconded by Sonnabend. Roll call vote taken. 6 votes cast. Motion carried unanimously.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

**A. Resolution – Change in Polling Locating for Election:**

Gosz explained that per the Wisconsin Elections Commission a Resolution is not needed to change polling locations for elections. The only requirement for notification in is the City's Type D Notice for each election. However, the City will be notifying their residents through the quarterly newsletter, Facebook, and the City's website.

No action taken.

**ADJOURNMENT:**

The meeting was adjourned at 7:01 am.

Joy L. Buboltz  
Deputy Clerk/Treasurer