

(Unapproved)

**REGULAR CITY COUNCIL
MEETING
Minutes**

December 17, 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 Mel Edinger, Timothy Hanson, Joe Levash, Betty Nies, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Police Chief JoAnn Mignon, 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 was Alderperson Vicki Shafran.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES – NOVEMBER 26, 2018 REGULAR CITY COUNCIL MEETING MINUTES:

Motion – Wenzel moved to approve the minutes of the November 26, 2018 Regular City Council Meeting minutes. Seconded by Edinger. 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, Assistant Fire Chief Eric Burich, Troy Jansen from Gold Cross Ambulance Service, TJ Lamers from the IPR Group, and Mark Nysted from Keller Structures.

C. Recognitions:

None.

CONSENT AGENDA:

A. Acceptance of Minutes:

Plan Commission meeting of 12/3/2018, Park & Recreation Commission meeting of 12/6/2018, Committee of the Whole Meeting of 12/10/2018.

B. Approval of Vouchers:

A. General Fund: =\$88,641.75:

B. Reserves =\$27,056.98:

C. Contingency = \$0.00:

D. TIF Expenditures \$146,079.59:

C. Approval of License Applications:

1. Operator's License – New: Brianna Riemer, Ashton Schneider, Laurie Martineau-Darnell, Leah Krahn:

(Unapproved)

2. Operator's License – Renewal: Dawn Duffeck:

D. Approval of Payroll:

Motion – Edinger 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 December 17, 2018 Committee of the Whole Meeting. Seconded by Hanson. Roll call vote taken. 6 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 that the Brillion Athletic Association donated an additional \$1,000 to the Youth Sports Programs. Also, they are working on the conversion of the software at the Brillion Community Center.

Wenzel asked if a person wanted to sign up for a membership would they be able to sign up for that membership on line. Marx stated that individual would need to come to the Brillion Community Center to sign up for that membership.

C. Library:

Librarian Hitt submitted a written report.

Edinger mentioned that he has received comments on how clean and organized the Library is.

D. Fire Department:

Chief Diener reported on the following:

- Simeon Johnston, the Fire Fighter who was injured in September, has now been reinstated as active on the Fire Department roster.
- Dylan Wendling has completed his Fire Fighter I certification.
- The Fire Department raised approximately \$5,000 with their Boot for Hunger program. This money will be given to the Food Pantry in Brillion.
- The Police Department and Fire Department will be holding a Blood Drive on January 12th at the current City Hall facility. They are hoping for 24 volunteers and will be challenging the community for an additional 24 volunteers.

Edinger asked if a location has been selected for an emergency services site. Chief Diener stated they are currently waiting for a response on a request that was made. Mayor Deiter stated he spoke with Representative Ron Tusler who indicated there may be grants available for a new emergency services facility.

E. Public Works:

No report.

COMMITTEE REPORTS:

A. Plan Commission:

1. City Services Memorial:

(Unapproved)

Gosz reported that Bob & Pat Endries presented a City Services Memorial they would like to donate to the City as part of the Downtown City Center Project. Bob Endries asked if this could be tabled until the February 25, 2019 City Council so he and Pat could be present at the meeting.

Motion – Levash moved to table the City Services Memorial to the February 25, 2019 City Council meeting for consideration. Seconded by Hanson. Call vote taken. Motion carried unanimously.

B. Park & Recreation:

1. Committee Report:

No report.

Mayor Deiter reported that the fitness equipment is being used and that the bleachers for the new baseball field are at Peters Park.

Nies asked if a date has been scheduled when the gym floor will be redone. Geiger stated once the HVAC is completed, which could be mid-January.

6:45 PM – PUBLIC HEARING – ORDINANCE: NO PARKING ALONG WASHINGTON STREET AND SOUTH MAIN STREET DURING SCHOOL DAYS:

Mayor Deiter opened the Public Hearing at 6:46 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 6:47 PM.

6:45 PM – PUBLIC HEARING – ORDINANCE: CONDITIONAL USES IN COMMERCIAL DISTRICT FOR MINI WAREHOUSES:

Mayor Deiter opened the Public Hearing at 6:47 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 6:48 PM.

C. Library Board:

1. Committee Report:

No report.

D. Utility Commission:

1. Commission Report:

No report.

E. Redevelopment Authority Commission:

1. Downtown Redevelopment Project – Update:

Mark Nysted reported that representatives from Keller Structures, the IPR Group, and the City met this afternoon. A pre-final punch list was created and will be done by this Friday. He explained a concrete apron and sidewalk has been poured by Dollar General since the parking lot was unable to be done this year. That concrete apron and sidewalk will be removed in spring once the parking lot is paved. In spring, landscaping will also be done.

Geiger reported that internet and phone, from Frontier, will be installed at the City Center the week between Christmas and New Year's. He reported the tentative move in date is January 18th and January 19th with the City Center opening on January 21st.

6:50 PM – PUBLIC HEARING – ORDINANCE: KNOX BOX:

Mayor Deiter opened the Public Hearing at 6:57 PM and asked three (3) times for testimony for or against the proposed ordinance. No testimony given. Mayor Deiter closed the Public Hearing at 6:58 PM.

(Unapproved)

2. Brillion Works Development – Update:

A. Resolution: A Resolution Authorizing the Issuance of a \$2,052,535.50 Taxable Tax Increment Project Municipal Revenue Obligation to Brillion Works, LLC:

Gosz explained this Resolution is part of the Agreement the City has with Brillion Works, LLC. The City pays the LLC increment after the City's expenses are met. The payment of the Bond shall be solely from available tax increment. The City's debt obligation is paid first from available tax increment and then any remaining increment is paid on the MRO Bond.

Gosz explained this Resolution has been reviewed by Quarles and Brady and by Phil Cossen from Ehlers. They indicated they are in agreement with this Resolution.

Levash asked what the City's debt for this project is at this time. Gosz stated \$350,000.

Motion - Edinger moved to adopt Resolution #18-21, authorizing the issuance of a \$2,052,535.50 Taxable Tax Increment Project Municipal Revenue Obligation to Brillion Works, LLC. Seconded by Hanson. Roll call vote taken. 6 votes cast. Motion carried unanimously.

F. Committee of the Whole:

1. 2019 Employment Agreements:

Motion – Wenzel moved to approve the 2019 Employment Agreements for management personnel as recommended by the Committee of the Whole. Seconded by Hanson. Roll call vote taken. 6 votes cast. Motion carried unanimously.

G. Cemetery Commission:

1. Commission Report:

No report.

H. Tourism Committee:

1. Committee Report:

No report.

OLD BUSINESS:

A. Ordinance – No Parking Along Washington Street and South Main Street During School Days:

Motion – Edinger moved to adopt Ordinance #OR18-08 amending the Municipal Code as it relates to prohibited parking on Washington Street and South Main Street during school days. Seconded by Hanson. Roll call vote taken. 6 votes cast. Motion carried unanimously.

B. Ordinance – Conditional Uses in Commercial Districts for Mini Warehouses:

Motion – Levash moved to adopt Ordinance #OR18-09 amending the Municipal Code as it relates to Conditional Uses in Commercial Districts for mini warehouses. Seconded by Wenzel. Roll call vote taken. 6 votes cast. Motion carried unanimously.

C. Ordinance – Knox Box:

Motion – Edinger moved to adopt Ordinance #18-10 creating Knox Box requirements for the City of Brillion. Seconded by Levash. Roll call vote taken. 6 votes cast. Motion carried unanimously.

NEW BUSINESS:

Hanson stated that he feels that Washington Street is not designed for all of the bus traffic on that street. He feels this will need to be looked at.

(Unapproved)

Troy Janson, Gold Cross Ambulance Service, reported that the old ambulance is now gone. Right now the power load system is being installed in the new ambulance. It is hoped to receive the new ambulance between Christmas and New Year's.

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

Gosz submitted a written report and reported that the Auditors were in last week to conduct a start on the annual Audit. She also reported on an email she received regarding the Annual Advisor Disclosure which is done each year from Ehlers.

MAYOR'S REPORT:

Mayor Deiter reported on the WEDC Grant presentation that was held today.

PRESS TIME:

No report.

ADJOURNMENT:

Mayor Deiter adjourned the meeting at 7:10 PM.

Gary Deiter, Mayor

Joy L. Buboltz, Deputy Clerk/Treasurer