

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

September 8, 2014

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 Bob Brick, Mel Edinger, Crystal Fhlug, Betty Nies, Wally Sonnabend, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Police Chief JoAnn Mignon. Absent was Alderperson Larry Van Frachen.

GUESTS:

None.

APPROVAL OF THE AGENDA:

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

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
AUGUST 25, 2014:**

Motion – Sonnabend moved to approve the minutes of the August 25, 2014 Committee of the Whole. Seconded by Brick. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

PROTECTIONS OF PERSONS & PROPERTY:

A. Ambulance Department:

1. Review of Monthly Reports:

No report.

2. 2015 Budget Review:

Tabled until the September 22nd Committee of the Whole Meeting.

3. 2015 Ambulance Agreement – Town of Brillion:

Tabled until the September 22nd Committee of the Whole Meeting.

B. Police Department:

1. Review of Monthly Report:

Chief Mignon reported on the following:

- School started and traffic is moving very well at the Brillion Middle School. Traffic at the High School, due to the USH 10 detour, is going well.
- Officer Parker has finished his training.

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- Narrowing down on the Library bench damage incident investigation.
- Two (2) warrants issued within the last week.

2. 2015 Budget Review:

The Committee reviewed the draft Police Budget for 2015. Gosz explained the operating budget was drafted using the projections from Ehlers in the 5 Year Financial Management Plan. She explained that Chief Mignon has only proposed minor increases in postage and membership dues.

Mignon stated she is watching the gasoline budget. If we replace the Tahoe we won't have a high vehicle repair costs. She suggested watching this for another year. The Tahoe is at its 7 year cycle. It is having engine problems. She explained we need a stable SUV vehicle. Sonnabend stated more municipalities are going with SUV's or trucks. Mignon stated the Tahoe was the only vehicle that was dependable in the winter of 2013/2014.

Mignon reviewed the equipment for the Tahoe replacement. New light bar should last 12 years. The lund push bumper with siren speaker is made now to reduce noise in squads, which may cause hearing loss for Officers. She explained she is hoping to sell the Tahoe for at least \$8,000, which will help offset squad equipment costs.

Mignon reviewed the Police Department 5 Year Capital Plan. Mayor Deiter questioned the life expectancy of a ballistic vest. Mignon stated five (5) years. Edinger questioned the taser replacement. Mignon stated the taser is replaced every six (6) years. Nies questioned the squad replacement budget. She suggested budgeting \$10,000 per year. Mignon suggested an amount be budgeted in Reserves each year for equipment and vehicle replacements.

Discussion followed on levy limits and not having the flexibility to put money in Reserves.

Mignon reported the Dragon Software has been purchased to help transcribe reports, which will help meet State mandates for filing reports.

C. Fire Department:

1. Review of Monthly Report:

No report.

2. 2015 Budget Review:

The Committee reviewed the draft Fire Department Budget for 2015. Gosz explained the major increase was in wages. Edinger questioned the percentage increase in wages to the Fire Fighters.

Nies suggested starting working on planning for capital cost for a fire station. Nies suggested putting a small amount in Reserves each year. She also suggested a list of equipment replacement be completed showing the year to replace each vehicle.

D. Municipal Court:

1. Review of Monthly Report:

No report.

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2. 2015 Budget Review:

Reviewed by the Committee.

CITY BUILDINGS AND GROUNDS:

A. Review of Monthly Report:

Mayor Deiter stated he discussed with DPW Working Leadman Dennis Jandrey on the DPW equipment replacement and equipment repairs on vehicles. Nies voiced concern of money not being budgeted for equipment replacement. Wenzel commented stating we can't fault the Department Heads for not trying to put money aside because at the end of the budget process it is taken out to meet levy limits anyway. She suggested we might have to consider purchasing used equipment. Mayor Deiter suggested renting equipment; John Deere and Caterpillar.

FINANCE AND PURCHASING:

A. 2015 Budget Review:

1. General Government/Administrative/Clerk-Treasurer/Building Inspection Budgets:

Reviewed by the Committee.

Nies asked if there are any capital needs for the general government. Gosz stated not for 2015; however, she did place \$10,000 in Undesignated Contingency.

PERSONNEL:

No report.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Edinger moved to adjourn. Seconded by Nies. Call vote. Motion carried unanimously. The meeting adjourned at 6:47 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer