

**City of Phillips**  
**Committee of the Whole Meeting**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**March 5, 2019**  
5:30 pm

Mayor: Charles Peterson

Committee Members: Jerry Clark, Richard Heitkemper, Laura Tomaszewski, John Vlach, Dorothy Hanish, John Klimowski.

City Attorney: Bruce Marshall

Department Heads: Public Works Director–Jeff Williams; Water/Wastewater Supervisor-Todd Toelle; Police Chief-Michael Hauschild; Fire Chief-Jim Pisca; Library Director–Rebecca Puhl; Clerk/Treasurer-Shelby Prochnow.

This meeting is held in compliance with Wisconsin’s Open Meeting Law, WI § Chapter 19, Subchapter V. As such it is open to the public.

*City Council members present may also represent a quorum of any Committee or Board of the City Council listed below and, as such, may proceed to meet and conduct business as listed under that Committee or Board portion of the agenda below, if the full City Council doesn’t have sufficient members present to satisfy quorum requirements to enable it to meet as the Committee of the Whole.*

Call to Order (presiding officer) Time: \_\_\_\_\_

- a. Greeting
- b. Certification of compliance with Open Meeting Law
- c. Pledge of Allegiance

Roll Call: Chuck Peterson \_\_\_\_, Jerry Clark \_\_\_\_, Richard Heitkemper \_\_\_\_, Laura Tomaszewski \_\_\_\_, John Vlach \_\_\_\_, Dorothy Hanish \_\_\_\_, John Klimowski \_\_\_\_.

Public Comment:

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

1. Set next month’s meeting date and time: Tuesday April 2, 2019 at 5:30 p.m.
2. Motion to approve the minutes from February 5, 2019 meeting.
3. Mayor updates:
4. Clerk updates:
5. The Phillips Business Enterprise Center: Approval of Sell and Expansion

**Board of Public Works/Recreation –Klimowski/Tomaszewski**

6. Well #7 updates:
7. DPW and Water/Sewer Updates:
8. Discussion/Action regarding DPW fees on City of Phillips Fee Schedule:
9. Discussion/Action regarding Kwik Trip Sewer Hookup:
10. Flight System repair quote from Crane Engineering in the amount of \$63,000
11. Collins Well Update:

**Public Safety - Vlach**

12. Fire Department updates:
13. Police Department Updates:

**Licensing/Permits – Hanish**

**Personnel/Budget/Finance – Clark**

**Legal**  
**City Council**

14. Council Update:
15. Adjournment: Time: \_\_\_\_\_

Mayor Peterson called the meeting of the Committee of the Whole to order at 5:30p.m.

Present: Charles Peterson, Jerry Clark, Richard Heitkemper, Laura Tomaszewski, Dorothy Hanish – via phone, John Klimowski, Shelby Prochnow, Bruce Marshall, Jim Pisca, Todd Toelle, Jim Heizler, Arlyne Frane, Tom Frane, Dennis Rodewald, Rick Roeser, Jeff Klaver, Al Cummings, Pete Simurdiak, Mark Brzeskiewicz, and Mike Stoffel.

Public Comment: None

#### **DISCUSSION-ACTION ITEMS:**

##### **General-Mayor/Clerk**

1. Set next month's meeting date and time: Tuesday April 2, 2019 at 5:30 p.m. Meeting date will be determined March 12 and the Common Council, may be moved to April 1<sup>st</sup> or April 4<sup>th</sup>.
2. Tomaszewski/ Hanish moved to approve the minutes from February 5, 2019 meeting. Carried
3. Mayor updates: None
4. Clerk updates: None
5. The Phillips Business Enterprise Center: Approval of Sale and Expansion  
Rick Roeser from North West Regional Planning Commission gave the Council a small presentation regarding the Business Enterprise Center in the Industrial Park. SRC Corrugation Inc is a company looking to purchase the existing enterprise center. The City of Phillips participation rate of the new replacement facility will be \$200,000, which will be rolled over from the sale of the existing Enterprise Center, so no new money will be contributed. SRC Corrugation Inc would then wish to expand the building after purchase and simultaneously NWRPC would acquire a new piece of property in the industrial park to build a new/replacement Enterprise Center Facility.  
**Heitkemper/ Clark moved to approve the sale of the existing Business Enterprise Center to SRC Corrugation Inc. Carried**

##### **Board of Public Works/Recreation –Klimowski/Tomaszewski**

6. Well #7 updates: Still just working on the final paper work to be filed in the Clerk/Treasurer office.
7. DPW and Water/Sewer Updates:  
Water: Having some cold weather issues but everything else is going well. Residential properties' water bills are going to have to be estimated for the April quarterly bill due to the snow and the inability to get to the meters. They will still be taking readings and the businesses and the industrial properties, as well as trying to get some residential accounts.  
DPW: Just have been doing a lot of snow clean up. Jeff wanted to give kudos to the DPW crew as they have been working 6-7 days a week. The loader needs to get worked on, but its just hard right now since they are so busy dealing with the snow. The skating rink is now shut down for the season and they are using the rink as another place to dump the snow. Depending on the weather, the City may need to hire someone to stack the snow piles because they are running out of room to dump all the snow.

8. Discussion/Action regarding DPW fees on City of Phillips Fee Schedule: Jeff Williams updated the council as to how the snow removal and the sanding fees are determined. He has an equipment state rate sheet that he multiplies by the worker's wages to determine the fee. This calculation will be added to the fee schedule.
  
9. Discussion/Action regarding Kwik Trip Sewer Hookup: Kwik Trip is going to be hooking up to the lift station that is off of Pine Ridge Road, however, this lift station is quite old and in need of repairs. Kwik Trip may be willing to contribute that money to get the lift station repaired and upgraded, but if they do that, they would like the repairs to be made in 2019 so everything is ready when it comes time for them to build. Toelle presented an older quote in the amount of \$28,000 to the council to show the estimated cost of the upgrade to see if the City would be willing to do this. The council requested that Todd Toelle figure out the exact amount Kwik Trip would be willing to contribute before they take any action on the matter.
  
10. Flight System repair quote from Crane Engineering in the amount of \$63,000: Toelle presented the Council a quote from Crane to do a complete update to the flight system. Toelle did express that there were recently some brand-new flights put into the system that we would be able to salvage to reduce the total cost of the repair. **Clark/ Heitkemper moved to recommended to the Common Council to approve the quote from Crane Engineering in the amount of \$63,000 to repair the flight system. Carried**
  
11. Collins Well Update: Todd Toelle updated the council about the Collins Well situation, the DNR would like to shut down this well due to the high levels of petroleum. The Collins' wrote a letter to the City of Phillips Water Department outlining what they understood about the last phone conversation they had had. There were some items that were unclear that the City would want Bruce Marshall, City attorney, to reach out to the Collins and address them in writing as they had requested. There was discussion regarding the curb stops and the possibly easements needed as well to supply City Water/Sewer to the property. The DNR does have a program that may cover the costs of this for the Collins, but at this time there seems to be no determination of how much, if any, and if the Collins would want to participate in that program. **Heitkemper/ Clark moved to direct City Attorney, Bruce Marshall, to layout the terms acceptable for the City for installation of water to the Collins property. Carried.**

**Public Safety - Vlach**

12. Fire Department updates: Saturday March 9<sup>th</sup> the fire department is going to be burning down the white building north of town, next to Elk River Rods, that was recently purchased by Jon Pesko. They will be using this as a training for the all department members. They are getting a slide out unit for a truck, this will cost the department nothing, and if, in the future, the department no longer wants or needs this unit they will be able to just give it back. However, they may want to look at purchasing a heavy-duty truck like a F-350 or a heavy-duty Chevy costing anywhere from \$35,000-48,000. December, they ordered 4 new air packs and they are still working on replacing all the PPE with the raffle ticket money they raised. They believe they have enough to update the remaining old stuff. Matt Tuecke and Joe Perkins are doing a lot of work on the fire trucks themselves, and things are quite at this time.

13. Police Department Updates:

	2019	2018
Feb	164	136 (They have been unusually busy with calls this month)
YTD	289	278

Chief Hauschild is attending a conference in Green Bay for Evidence Training. February 23<sup>rd</sup>, they hired a new part time officer, Brian Krawejski. Mike and Al would like to thank the DPW crew, as they are doing a fantastic job with the roads.

**Licensing/Permits – Hanish**

**Personnel/Budget/Finance – Clark**  
**Legal**  
**City Council**

14. Council Update: Heitkemper mentioned to the council that next week at the March 12<sup>th</sup> the Common Council meeting, two items for the ambulance would be on the agenda. One being that the Town of Flambeau would like to become a voting member of the ambulance board. The second, being about the ambulance loan for the new building and the possibility of the City of Phillips paying off their portion of the loan as some of the other townships have expressed interest in paying their portions of the loan off.
15. Clark/ Tomaszewski moved for adjournment: Time: 7:00pm



Shelby Prochnow  
Clerk/Treasurer