

**City of Phillips**  
**Committee of the Whole Meeting**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**April 1, 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 May 7, 2019 at 5:30 p.m.
2. Motion to approve the minutes from the March 5, 2019 meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action regarding the remaining issues regarding Existing Business Enterprise Center and New Business Enterprise Center

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

6. Well #7 updates:
7. DPW and Water/Sewer Updates:
8. Discussion/Action regarding City wide water leak detection service:
9. Discussion/Action regarding camp ground reservations
10. Discussion/Action regarding Recreation Comprehensive Plan update:

**Public Safety - Vlach**

11. Fire Department updates:
12. Discussion/Action Regarding New Truck for Fire Department:
13. Police Department Updates:
14. Discussion/Action regarding 24-hour shifts:

**Licensing/Permits – Hanish**

**Personnel/Budget/Finance – Clark**

**Legal  
City Council**

15. Council Update:
16. 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, Shelby Prochnow, Bruce Marshall, Mike Hauschild, Jeff Williams, Jim Pisca, Travis Abraham, Todd Toelle, and Mike Stoffel.

Public Comment: None

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

1. Set next month's meeting date and time: Tuesday May 7, 2019 at 5:30 p.m.
2. Heitkemper/ Tomaszewski moved to approve the minutes from the March 5, 2019 meeting. Carried
3. Mayor updates: None
4. Clerk updates: None
5. Discussion/Action regarding the remaining issues regarding Existing Business Enterprise Center and New Business Enterprise Center: No action taken or discussion on the matter.

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

6. Well #7 updates: Final close out paper is all finished and ready to be filled in the Clerk's Office.
7. DPW and Water/Sewer Updates:
  - Water: Toelle informed the council that he had found the water leak. The leak detection services will be coming tomorrow to confirm, but it is right by the Cty Rd H bridge. The leak can be isolated, but the pavilion may not have water for a while. There is also now ability to video the leak. We are checking to see if the leak was in the construction zone and was possibly caused by the work done on the bridge last year. Toelle will contact County so they can be present or send an engineer if they want.
  - Water/Sewer operator Mike Longfield has decided to officially retire with last working days being the end of December of 2019, with official date being in January of 2020. There will be a closed session next Tuesday to determine the qualifications/review the current street department workers who have certifications for the water/sewer operations. Everything else is going fine and the Collins letter will have a return by the May COW meeting for further discussion.
  - DPW: Will be putting the alleys out for bids soon. Eyder St from Maple to Oak will be getting redone this summer at an estimated cost of \$20,000 and then they will redo 3 alleys for the around the same cost for just an overlay. Went from snow plowing picking up sand.
8. Discussion/Action regarding City wide water leak detection service: It would cost approximately \$2,100 for the leak detection company to come in and do a full town evaluation; however, now they are coming here anyways since we found the leak, maybe they could just do some problem areas.
9. Discussion/Action regarding camp ground reservations: Shelby Prochnow mentioned to the Council that there has been a lot of interest in people reserving the camp ground and wondering as it is getting

busier if we would like to explore that option. The council had some ideas as to how to take a deposit first, but Jeff Williams did mention that we would need to have someone who is willing to go and put up the reserved signs. Jim Pisca has some papers as to how other campgrounds do reservations. At this time no action was taken.

10. Discussion/Action regarding Recreation Comprehensive Plan update: The council members were given the Recreation plan to review and come back to Tuesday's CC meeting where they will add and remove items to the plan.

### **Public Safety - Vlach**

11. Fire Department updates: Fire Chief Jim Pisca brought in one of the new air packs that was purchased earlier in the year. The new packs are half the weight and can hold 45 minutes' worth of air. 3 air packs have been taken out of commission as they could not hold air anymore.
12. Discussion/Action Regarding New Truck for Fire Department: The fire department needs to purchase a new heavy-duty truck to hold the new slide out unit they received. They would like to purchase a 2018 F-350 from a dealer in Indiana. The price is \$38,000 which would be taken out of their reserved funds, as well as the 8-9 thousand extra it would take to get it equipped correctly. Clark/ Heitkemper moved to approve the purchase of the 2018 F-350 in the amount of \$38,000. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Vlach – absent, Hanish – aye, Klimowski – absent. Motion Carried.

13. Police Department Updates:

	<u>2019</u>	<u>2018</u>
March	174	159
YTD	463	437

The department executed two search warrants at residences where a 49-year-old and a 24-year-old female were both arrested for drug related charges and felony bail jumping. A 37-year-old was also arrested in the search but was booked and released on lesser charges.

14. Discussion/Action regarding 24-hour shifts: Chief Hauschild informed the council that they are noticing a pickup in activity after 3 am, when the officers have no one on duty. Some people at local bars are waiting until the officers are no longer on duty and then driving home. In the police contract they do have the option to return to the 24-hour shift. This would allow Mike and the Lieutenant to touch base with all officers on shift. The police budget would need approximately \$16,810 to cover the extra 10 shifts a month, but Mike believes he could do it for about \$10,000. This would be effective January 1<sup>st</sup>, 2020. No action was taken but will be discussed more during budget time.

### **Licensing/Permits – Hanish**

### **Personnel/Budget/Finance – Clark**

### **Legal** **City Council**

15. Council Update: None

16. Clark/ Tomaszewski moved for adjournment: Time: 6:40pm



Shelby Prochnow  
Clerk/Treasurer