

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
July 2, 2019
5:30 pm

Mayor: Charles Peterson

Committee Members: Jerry Clark, Richard Heitkemper, Laura Tomaszewski, John Vlach, Bill Elliott, 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.

Following the open session of the meeting the Common Council will convene into closed session pursuant to Wis. Stat. Section 19.85(1)(c) to consider the employment, review Water/Sewer Operator Applications.

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 ____, Bill Elliott ____, John Klimowski ____.

Public Comment:

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month’s meeting date and time: Tuesday August 6th, 2019 at 5:30 p.m.
2. Motion to approve the minutes from the June 4th, 2019 meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action regarding new Sign at Elk Lake Park: Dolores Gradinjan.
6. 446 S Lake: Regina Holoubek: Flooding in Cellar Issue
7. 396 S Lake: Nina Sulsdorf: High water bill concerns.

8. Discussion/Action regarding Exotic Pet License Ordinance: Patrick Parry
9. Discussion/Action regarding City Hall Roof
10. Discussion/Action regarding City Hall Roof Bids
11. Discussion/Action regarding City Hall Security Deposit Fee, possible increase:

Board of Public Works/Recreation –Klimowski/Tomaszewski

12. DPW and Water/Sewer Updates:
13. Discussion/Action regarding 241 Germania property Leak
14. Collin’s Well Property Update:
15. Discussion/Action regarding adding piers at Elk Lake Park
16. Discussion/Action regarding Downtown Sidewalks

Public Safety - Vlach

17. Fire Department updates:
18. Police Department Updates:
19. Discussion/Action regarding Restriction of Parking for Snow Emergencies.

Licensing/Permits – Elliott
Personnel/Budget/Finance – Clark

Legal
City Council

20. Council Update:
21. Motion to convene into closed session. Authority: Wisconsin § Section 19.85(1)(c) to consider the employment, review of Water/Sewer Operator applications.
Jerry Clark___ Richard Heitkemper ___ Laura Tomaszewski ___ John Vlach ___ Bill Elliott ___
John Klimowski____. Time: _____
22. Motion to reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark___ Richard Heitkemper ___ Laura Tomaszewski ___ John Vlach ___ Bill Elliott ___ John Klimowski ____.
Time: _____
23. Possible action on the subject matter of the closed session.
24. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
July 2, 2019

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, John Vlach, Bill Elliott, Michael Hauschild, Blaine Peterson, Jeff Williams, Jim Pisca, Mike Stoffel, Dolores Gradinjan, Nina Sulsdorf, Todd Toelle, Travis Abraham, Regina Holoubek, Anna Marie Hansen, Kristen Harper, Etola Foytek.

Public Comment: Kristen Harper gave a quick Splash Pad Update. Working on pouring concrete and getting a shade structure ordered. Need to ask the insurance company about an age limit that would be allowed to be unsupervised at the splash pad (10 and up or 12 and up). Working with Forward bank to determine a logo and trying to see if we could get a Touch-a-Truck set up for a Tuesday in August.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday August 6th, 2019 at 5:30 p.m.
2. Elliott/ Vlach moved to approve the minutes from the June 4th, 2019 meeting as corrected. Carried
3. Mayor updates: None
4. Clerk updates: None
5. Discussion/Action regarding new Sign at Elk Lake Park: Dolores Gradinjan. The ladies axillary post had money left over from the 2015 wild game feed and they would like to donate a new sign for Elk Lake Park that would match the sign at the campground. Heitkemper/ Tomaszewski moved to recommend to the Common Council to accept the donation of a new sign for the Elk Lake Park. Carried
6. 446 S Lake: Regina Holoubek: Flooding in Cellar Issue. Regina came to the C.O.W to voice concerns about her cellar and how it floods. There is a drain there that is now an illegal drain that is currently plugged. The City provided here a sump pump in 2015, but it is not set down in a crock, so the basement still floods until there is about 2-4 inches of water in her cellar. City advised her to create a crock and submerge the sump pump and that should help alleviate her issue.
7. 396 S Lake: Nina Sulsdorf: High water bill concerns. Nina had a \$513-dollar water sewer bill; the water department came over and located no leaks. They are keeping an eye on the property, but the City is able to do anything with the bill due to the PSC regulations.
8. Discussion/Action regarding Exotic Pet License Ordinance: Patrick Parry: Parry had sent in an ordinance from Wausau that did allow constrictors up to 10 feet. Clerk Prochnow had other municipalities respond to her question and some of their ordinances restricted constrictor breeds all together. This item will be on the August COW Agenda.
9. Discussion/Action regarding City Hall Roof: Clerk Prochnow informed the council about the roof leaking and that the repair was put out on bids. Prochnow gave the council all of the bids that came in for the project. The lowest bid received was doing a different process but the lowest bid to remove

everything off the roof was \$184,900. The roof would be a change in what the material already is. To do the financing, we would like to keep the loan for the yearly payment in the range of 13,000-\$15,000. Jerry Clark was wondering about our debt capacity and making sure we are not overstretching our funding. A couple of the roofing companies that provided bids were able to do the project in 2019 yet.

10. Discussion/Action regarding City Hall Roof Bids: No action will be taken this week until we determine what kind of funding we can determine.
11. Discussion/Action regarding City Hall Security Deposit Fee, possible increase: The current security deposit fee does not account for if someone does not clean up the building. We charge a lesser deposit for non-profit groups and the cost of cleaning the hall would exceed the amount we get. We need to make sure if someone does damage or does not clean up and we can recoup the costs. Heitkemper/Clark moved to recommend to the Common Council to approve the increase of the City Hall rental security deposit to \$300 for all rentals. Carried Vlach – abstained

Board of Public Works/Recreation –Klimowski/Tomaszewski

12. DPW and Water/Sewer Updates:
DPW: getting ready for the 4th of July. Getting a lot of complaints about the sidewalk repair the city crew did but we had to repair the cracks. Working on changing the wood mulch at the playground to a rubber mulch.
W/S: Kwik trip contributed \$15,000 for the lift station repair; the repair will be getting done in August. July 11th, Crane Engineering will be repairing the flight system. Plant is running well.
13. Discussion/Action regarding 241 Germania property Leak: This property has a leak before the meter under the house. Toelle informed the Council that not only is the water line at this property in need of repair, but the sewer line is as well. Bruce will look into getting a report for next week, as this may be considered a public nuisance to have an unrepaired leak.
14. Collin's Well Property Update: Bruce will be constructing a letter to get sent out to the Collins. The letter would give them 15 days to disconnect the well.
15. Discussion/Action regarding adding piers at Elk Lake Park: Piers have been ordered and should be in by July 4th. Signs should be here this week as well.
16. Discussion/Action regarding Downtown Sidewalks: The City needs to move forward with the downtown sidewalk repair. Some property owners are not patching the sidewalks and they are still in need to be repaired. The City could do a preliminary assessment plan for the cost of the project to determine what the special assessment would be for the property owners. This would require a class 2 notice and people can speak on the issue, the City would then pass a resolution, this all needs to be done by fall so the repair could happen next spring.
Clark/ Heitkemper moved to recommend to the Common Council to approve City Engineer to initiate the assessment process for the downtown sidewalks. Carried

Public Safety - Vlach

17. Fire Department updates: 4th of July parade is coming up. They will be covering the Airshow on July 5th & 6th. New brush truck is out side to take a look at.

18. Police Department Updates:

	2019	2018
June	185	176
YTD	933	974

Just picked up the new squad truck, it is 99% ready to go, it will be in the parade. Local drug case involved a women being charged with 31 felonies, she plead to 6 and will be doing 5 years in prison and then 4 years on a probation after the fact.

19. Discussion/Action regarding Restriction of Parking for Snow Emergencies. August Agenda.

Licensing/Permits – Elliott
Personnel/Budget/Finance – Clark
Legal
City Council

20. Council Update: None

21. Clark/ Elliott moved to convene into closed session. Authority: Wisconsin § Section 19.85(1)(c) to consider the employment, review of Water/Sewer Operator applications.

Jerry Clark – aye, Richard Heitkemper- aye, Laura Tomaszewski – aye, John Vlach- aye, Bill Elliott – aye, John Klimowski - absent. Time: 6:49pm

22. Vlach/ Tomaszewski moved to reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark – aye, Richard Heitkemper- aye, Laura Tomaszewski – aye, John Vlach- aye, Bill Elliott – aye, John Klimowski - absent. Time: 7:06pm

23. Possible action on the subject matter of the closed session. None

24. Vlach/Elliott moved for Adjournment: Time: 7:04pm



Shelby Prochnow
Clerk/Treasurer