

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
December 3, 2019
5:30pm

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.

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 January 7, 2020 at 5:30 p.m.
2. Motion to approve the minutes from the November 5, 2019 meeting.
3. Mayor updates:
4. Clerk updates:
5. Review City of Phillips Fee Schedule: Including Dog & Cat fees, add exotic pet fees:
6. Discussion/Action regarding Intergovernmental Agreement: Price County and the City of Phillips Purchase of Electronic Voting System

Board of Public Works/Recreation –Klimowski/Tomaszewski

7. DPW and Water/Sewer Updates:
8. Discussion/Potential Action regarding extending the basketball court at Elk Lake Park:

9. 241 Germania property Leak Update

10. Collin's Well Property Update:

11. Wastewater Treatment Plant Upgrade Update:

Public Safety - Vlach

12. Fire Department updates:

13. Police Department Updates:

Licensing/Permits – Elliott.

Personnel/Budget/Finance – Clark

14. Water/Sewer 2020 Budget Approval

15. Budget Amendments: Library, Fire & Municipal Building: Resolution #1197

16. Employee Handbook Update: Review Changes from Mark Hazelbaker

17. Consideration of paying out Barb Revak's remaining health insurance monies held by City of Phillips

Legal
City Council

18. Council Update:

19. 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, John Vlach, Bill Elliott, John Klimowski, Blaine Peterson, Mike Stoffel, Jim Pisca, Todd Toelle, Anna Marie Hansen, Marty Stephan, Patricia Zietner, and Jeff Heikkinen.

Public Comment: Resident Marty Stephan wanted to compliment the City crew for a great job on snow removal.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday January 7, 2020 at 5:30 p.m.
2. Tomaszewski/ Heitkemper moved to approve the minutes from the November 5, 2019 meeting.
Carried
3. Mayor updates: Peterson informed the council that he is running for Mayor again and will be going around getting signatures.
4. Clerk updates: Prochnow did inform the Council about a meeting that the WI DOT is hosting on January 8th at the City Hall in the Council Chambers. The meeting is in regarding to the Hwy 13 project. They are hoping to have a meeting with the Council members and other City officials to get any information or feedback and answer questions regarding the project at 3pm on January 8th, 2020. They then will host a meeting open to the public that same day from 5-7pm.
5. Review City of Phillips Fee Schedule: Including Dog & Cat fees, add exotic pet fees: Prochnow informed the Council that the Price County dog licenses have increased for 2020, thus increasing the County share of all City of Phillips registered dogs. Since County Share has gone up \$10 Prochnow suggested increase the City license \$10. Making fixed dogs \$16 and unfixed dogs \$21. Cat Licenses will remain the same as previous years. Prochnow did suggest that the exotic pet license fee should be added to the schedule as well.
Heitkemper/ Clark moved to recommend to the Common Council to approve the 2020 Fee Schedule, raising fix dogs to \$16 and unfixed dogs to \$21, as well as add exotic pet license fee \$21. Carried
6. Discussion/Action regarding Intergovernmental Agreement: Price County and the City of Phillips Purchase of Electronic Voting System: The County is purchasing new voting machines for all municipalities and requiring an agreement to be signed. There are still maintenance costs associated with the machines that the City is responsible for as well as insuring them.
Vlach/Elliott moved to recommend to the Common Council to approve the Intergovernmental Agreement between Price County and the City of Phillips regarding the Purchase of the Electronic Voting System. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Vlach – aye, Elliott – aye Klimowski – aye. Motion Carried

Board of Public Works/Recreation –Klimowski/Tomaszewski

7. DPW and Water/Sewer Updates:
DPW: Williams was not in attendance, but they have been busy plowing snow. Mike Stoffel did inform council of a grant that is 90/10 matching that Jeff will be applying for. When trying to think

of a project that met all the needs for the grant, Jeff thought the downtown sidewalks would be the perfect fit. Application deadline is December 6th.

Clark/Heitkemper moved to authorize the submission of the MLS Grant Application. Carried.

W/S: Toelle reported that the treatment plant was running good

8. Discussion/Potential Action regarding extending the basketball court at Elk Lake Park: Jeff Heikkinen is a Price County resident that has been donating basketballs and helping with upgrading the hoops. Jeff approached the Council to discuss expanding the basketball court to add another court just North of the current one that could be for the younger kids and it could have adjustable hoops. Jeff Williams was informed of the idea prior to the meeting and saw no problem with the project. The City would not be responsible for the fundraising of the project.

Heitkemper/ Elliott move to recommend to the Common Council to approve allowing Jeff Heikkinen to pursue the expansion of the basketball court at Elk Lake Park and pursue fundraising opportunities. Carried

9. 241 Germania property Leak Update: Received notice that funding paperwork has come through.
10. Collin's Well Property Update: City Attorney Bruce Marshall informed council that this will be filed in court this week.
11. Wastewater Treatment Plant Upgrade Update: Prochnow will look to see if there is money in the budget for creating the plant plan.

Public Safety - Vlach

12. Fire Department updates: Things have been pretty quiet. Jim purchased markers for the hydrants for the DPW crew. People are plowing in the hydrants, not sure if the police department should have some sort of program to check or prevent that from happening.

13. Police Department Updates:

	2019	2018
Nov.	153	151
YTD	1817	1781

November 21st Eddie the Eagle went to the PES to teach the kids about gun safety. They trying to do this every year right before hunting season. All set for the Christmas Parade on Friday.

Licensing/Permits – Elliott.

Personnel/Budget/Finance – Clark

14. Water/Sewer 2020 Budget Approval
Not much has changed, some accounts were altered for the budgeted amounts to match closer to actual expenses.

Klimowski/ Elliott moved to recommend to the Common Council to approve the 2020 Water/Sewer Budget. Carried

15. Budget Amendments: Library, Fire & Municipal Building: Resolution #1197
Tabled until next week

16. Employee Handbook Update: Review Changes from Mark Hazelbaker
The council reviewed changes suggested. Changed some verbiage and added a section about sick time if the employee voluntarily leaves the City.

Heitkemper/ Elliott moved to recommend to the Common Council to approve the employee handbook with changes discussed. Carried

17. Consideration of paying out Barb Revak's remaining health insurance monies held by City of Phillips Prochnow informed the council of some health issues former clerk Barb Revak is having and requested for the Council to approve paying out her remaining sick leave balance, approximately \$8,400, being held by the City in January to help with future health expenses.
Heitkemper/Tomaszewski moved to recommend to the Common Council to approve paying out Barb Revak's remaining sick leave balance in January of 2020 for health care expenses.
Carried

Legal
City Council

18. Council Update:
Elliott: Still trying to find someone that can light the second tree on the courthouse lawn for the Christmas Parade. However, with all the snow we just got, that might have to just wait.

19. Clark/ Elliott moved for adjournment: Time: 6:20pm



Shelby Prochnow
Clerk/Treasurer