

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
June 2nd, 2020
5:30 pm

Mayor: Charles Peterson

Committee Members: Jerry Clark, Richard Heitkemper, Laura Tomaszewski, Marty Stephan, 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 ____, Marty Stephan ____, Bill Elliott ____, John Klimowski ____.

Public Comment:

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month’s meeting date and time: Tuesday July 7th, 2020 at 5:30 p.m.
2. Motion to approve the minutes from the May 5th, 2020 meeting.
3. Mayor updates:
 - a. 4th of July Celebration
 - b. Appointment of Fire Chief
4. Clerk updates:
5. Discussion/Potential Action regarding setback for the Red Beard Bistro located 138 S Lake per recommendations from the Phillips Planning Commission.
6. Motion to approve the renaming of Resolution #1197 – 2019 Budget Amendments to Resolution #1197-01 : 2019 Budget Amendments.

Board of Public Works/Recreation –Klimowski/Tomaszewski

7. DPW and Water/Sewer Updates:

8. Wastewater Treatment Plant Upgrade Update:
 - a. Discussion/Action regarding Town & Country Contract
 - b. Discussion/Action regarding Ayres Associates Contract

9. Discussion/Action regarding a Well head protection plan ordinance:

10. Motion to approve Resolution # 1209 - Year 2020 Compliance Maintenance Report

Public Safety - Heitkemper

11. Fire Department updates:

12. Police Department Updates:
 - a. Discussion/Potential Action regarding Police Recruit Academy (Jacob Giannonni)
 - b. Discussion/Potential Action regarding rehiring James Cummings for Part-time work

Licensing/Permits – Elliott.

13. Motion to recommend to the Common Council to approve the Class B Retail Combination and Class B Beer License applications. The Class A Retail Combination License applications and the Class “A” Retail Fermented Malt License applications. To approve the “Class A” Retail Liquor License application, the Class “B” Retail Beer and “Class C” Wine License applications

Personnel/Budget/Finance – Clark

14. Discussion/Potential Action regarding DPW Sick time used during COVID – 19

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, Marty Stephan, Bill Elliott, John Klimowski, Shelby Prochnow, Bruce Marshall, Jeff Williams, Michael Hauschild, Joe Perkins, Patricia Zeitner, Travis Abraham, Jim Pisca, David Lontcoski, Todd Toelle, Mike Stoffel, Greg Dressler, and Laurie Hansen.

Public Comment: None

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday July 7th, 2020 at 5:30 p.m.
2. Heitkemper/ Tomaszewski moved to approve the minutes from the May 5th, 2020 meeting. Carried
3. Mayor updates:
 - a. 4th of July Celebration: Laurie Hansen from the Phillips Area Chamber of Commerce was in attendance to discuss the 4th of July Celebration. The Chamber board had voted to cancel the parade since all other surrounding areas canceled their parades. They would still like to hold the fireworks though.
Heitkemper/ Clark moved to support the Chamber in their decision to cancel the 4th of July parade but still have the fireworks. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried.
 - b. Appointment of Fire Chief – discussed in fire updates, item 11
4. Clerk updates: None
5. Clark/ Elliott moved to recommend to the Common Council to approve the plan replacing the concrete stoop to a treated wood decking, maintaining their existing setback at the Red Beard Bistro located 138 S Lake per recommendations from the Phillips Planning Commission. Carried
6. Klimowski/ Heitkemper moved to recommend to the Common Council to approve the renaming of Resolution #1197 – 2019 Budget Amendments to Resolution #1197-01: 2019 Budget Amendments. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott - aye, Klimowski – aye. Motion Carried

Board of Public Works/Recreation –Klimowski/Tomaszewski

7. DPW and Water/Sewer Updates:

DPW: Everything went well for Memorial Day. Right now they are working on painting lines and mowing lawn.

Water/Sewer: Been working on cleaning up curb stops and reading water meters. Got quite a few businesses done with the cross-connection program. Treatment plant is running well, they are getting the lowest phosphorus levels they have had in a while.
8. Wastewater Treatment Plant Upgrade Update: The council was provided with the draft final facility plan that will be submitted to the DNR. In summary, there will be about a \$35 per quarter increase

for the sewer rates, this will put us along the mid prices in the state. Would need to have some public hearings for future.

Klimowski/ Clark moved to approve the Wastewater Treatment Plant Facility Plan as presented. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried.

- a. Discussion/Action regarding Town & Country Contract
- b. Discussion/Action regarding Ayres Associates Contract\

These are standard engineer contracts for the work for the treatment plant upgrade. Contracts need to be submitted to the DNR by September 30th.

Heitkemper/ Elliott moved to recommend to the Common Council to approve the contracts with Town & County and Ayres Associates for the Treatment Plant Upgrade. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried.

- 9. Discussion/Action regarding a Well head protection plan ordinance: In order to create the ordinance we would have to start at the Planning Commission and create a join commission with Town of Worcester.

Clark/ Elliott moved to recommend to the Common Council to send the Well Head Protection Plan to the Phillips Planning Commission. Carried

- 10. Heitkemper/ Tomaszewski moved to recommend to the Common Council to approve Resolution # 1209 - Year 2020 Compliance Maintenance Report. Carried

Public Safety - Heitkemper

- 11. Fire Department updates: On May 21st the department had their annual meeting where David Lontcoski was elected as fire chief. Jim Pisca will help with the transition. Jim Pisca asked the council accepts the fire departments recommendation of the election of David Lontcoski as the Phillips Fire Department Fire Chief. Doing the wood raffle again, drawing taking place 3rd week in August on Thursday.

Klimowski/Clark moved to accept the fire departments election of David Lontcoski as the Fire Chief for the Phillips Fire Department. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – abstained (conflict of interest), Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
Mayor Peterson thanked Jim Pisca for all his work as Fire Chief.

- 12. Police Department Updates:

	2020	2019
May	185	147
YTD	847	754

The meth problem has kick up again, recently arrested 2 individuals, there was a 10-year-old in the home. This is the 2nd child in a month they have had to remove from a home due to drugs. They are making small arrests for drugs, it was quite for 8 months, but picking back up.

- a. Discussion/Potential Action regarding Police Recruit Academy (Jacob Giannonni): Jacob Giannonni has been interning at the Police department the last couple summers and Chief Hauschild would like to sponsor him going through the police recruit academy. The City would sponsor and pay the money up front for the academy, it would cost roughly 7 grand for the lodging, tuition, meals and mileage. At the completion of the academy, the City would be reimbursed the cost we put in up front. In return for sponsoring the academy Jacob would work for at least 3 years with the City of Phillips Police Department. Chief Hauschild thinks this is a great opportunity as it is tough to get people to come here and stay here to work. If this were to be approved Hauschild could start training him this summer on weekends so after the academy he would be ready to go.

Elliott/Tomaszewski moved to recommend to the Common Council to approve the hiring of Jacob Giannonni for the Phillips Police Department and financially supporting the Police Academy for him, in return he will serve for the Phillips Police Department for a minimum of 3 years. Carried.

- b. Discussion/Potential Action regarding rehiring James Cummings for Part-time work: James Cummings still works as their firearms instructor and they would like to hire him back for that and going on transports and to assist with other things.

Klimowski/ Clark moved to recommend to the Common Council to approve the rehiring of James Cummings for the Phillips Police Department as a Part-time officer. Carried

Licensing/Permits – Elliott.

13. Klimowski/ Tomaszewski moved to recommend to the Common Council to approve the Class B Retail Combination and Class B Beer License applications. The Class A Retail Combination License applications and the Class “A” Retail Fermented Malt License applications. To approve the “Class A” Retail Liquor License application, the Class “B” Retail Beer and “Class C” Wine License applications. Clark – opposed. Motion Carried 5:1

Personnel/Budget/Finance – Clark

14. Discussion/Potential Action regarding DPW Sick time used during COVID – 19: The DPW employees took sick leave to reduce the crew to only 1 person at the shop at a time. No one used more than 80 hours of there sick leave. Heitkemper/ Elliott moved to recommend to the Common Council to approve restoring all DPW employees sick leave lost during the COVID-19 pandemic up to 80 hours. Carried

Legal City Council

15. Council Update: Klimowski thanked Jim Pisca for his 18 years of leadership for the Fire Department and his continued service to the fire department.

16. Clark/Tomaszewski moved for adjournment: Time: 6:55pm



Shelby Prochnow
Clerk/Treasurer