

**City of Phillips**  
**Committee of the Whole Meeting**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**October 13<sup>th</sup>, 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-David Lontcoski; 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) Compensation and Evaluation, to review applications for the City of Phillips crossing guard position.

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: Monday, November 2<sup>nd</sup> at 5:30 p.m.
2. Motion to approve the minutes from the September 1<sup>st</sup>, 2020 meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Potential Action regarding variance request of Dennis Roach per recommendations from the Phillips Zoning Board of Adjustments and Appeals.
6. Discussion/Potential Action regarding housing survey with the City of Park Falls.
  - a. PFACDC funding request for FY 2021, county expansion plan

7. Discussion/Potential Action regarding Update for Phillips Baseball/Softball Ball Field Project
  - a. Potential for a Dog Park
8. Discussion/Potential Action regarding the old Wells Fargo Clock.
9. Discussion/Potential Action regarding a request from Northwoods Range Rovers ATV club to leave the Hwy 13 bridge section between Fayette St and County Hwy F open for ATV/UTV use.
10. Discussion/Potential Action regarding referring short-term rentals to the Phillips Planning Commission for review.

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

11. DPW and Water/Sewer Updates:
12. Wastewater Treatment Plant Upgrade Update:

**Public Safety - Heitkemper**

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

**Licensing/Permits – Elliott.**

**Personnel/Budget/Finance – Clark**

15. 2021 Budget Discussion

**Legal  
City Council**

16. Council Update:
17. Motion to convene into closed session. Authority: Wisconsin § Section 19.85(1)(c) for evaluation, crossing guard job applications.  
Jerry Clark\_\_\_ Richard Heitkemper \_\_\_ Laura Tomaszewski \_\_\_ Marty Stephan \_\_\_ Bill Elliott \_\_\_  
John Klimowski\_\_\_\_. Time: \_\_\_\_\_
18. Motion to reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark\_\_\_ Richard Heitkemper \_\_\_ Laura Tomaszewski \_\_\_ Marty Stephan \_\_\_ Bill Elliott \_\_\_ John Klimowski \_\_\_\_.  
Time: \_\_\_\_\_
19. Possible action on the subject matter of the closed session.
20. 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, Jeff Williams, Mike Stoffel, Paul Precour, Jodi Podmolik, Michael Hauschild, Blaine Peterson, Joe Perkins, Becky Puhl (via phone), Patricia Zeitner, Mark Brzeskiewicz, Gary Revak, and David Lontcoski

Public Comment: None

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

1. Set next month's meeting date and time: Monday, November 2<sup>nd</sup> at 5:30 p.m.
2. Clark/ Stephan moved to approve the minutes from the September 1<sup>st</sup>, 2020 meeting. Carried
3. Mayor updates: None
4. Clerk updates: Busy with water/sewer bill collections and the election.
5. Heitkemper/ Elliott moved to allow for a 1-foot variance for Dennis Roach at 581 Flambeau Ave as recommended by the Phillips Zoning Board of Adjustments and Appeals. Carried
6. Discussion/Potential Action regarding housing survey with the City of Park Falls.
  - a. PFACDC funding request for FY 2021, county expansion plan
    - No Action or discussion on this matter
7. Discussion/Potential Action regarding Update for Phillips Baseball/Softball Ball Field Project
  - a. Potential for a Dog Park. Paul Precour presented the idea of a dog park at the new ballpark complex being built. This would be at no cost to the City other than maybe in the future asking for some old fire hydrants or benches to add to the park. Jeff Spacek will be putting up the leftover fencing from the old fields. The dog part would be two sections, 1 for smaller dogs, and 1 for larger dogs. Stephan raised concerns about the dog waste disposal. The council members were on board for the idea.
8. Discussion/Potential Action regarding the old Wells Fargo Clock. No update
9. Discussion/Potential Action regarding a request from Northwoods Range Rovers ATV club to leave the Hwy 13 bridge section between Fayette St and County Hwy F open for ATV/UTV use.

Gary Revak, President of the Northwoods Range Rovers ATV/UTV club was in attendance to request the use. Bruce Marshall had sent out a statement on the process for opening the bridge, and it is not something that the City could do by themselves. This needs to be a joint effort with the City and the County. The City could lower the speed limit on that section down to 35 mph, but the DOT will not reduce it so that is why both City and County need to be on board.

Klimowski/Heitkemper moved the state that the City does not have opposition to opening the Hwy 13 bridge as a route to ATV/UTV traffic. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

10. Discussion/Potential Action regarding referring short-term rentals to the Phillips Planning Commission for review.  
 Prochnow let the Council know that there is a gray area in the ordinance referring to short-term rentals, or people renting out their homes on sites like Airbnb. Bruce Marshall had suggested that the Planning Commission should review.  
 Klimowski/Clark moved to refer short-term rentals to the Phillips Planning Commission for review.  
 Carried

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

11. DPW and Water/Sewer Updates:  
 DPW: Just finished crack sealing and flushing hydrants. Water looked really good
12. Wastewater Treatment Plant Upgrade Update:  
 City has accepted the 1-million-dollar grant from the CDBG. Clean Water Funding application has been submitted by September 30<sup>th</sup> so we are hoping for up \$750,000 in principle forgiveness. On October 29<sup>th</sup> Stoffel has a meeting with Todd Toelle for the final plan review to take out for bids.

**Public Safety - Heitkemper**

13. Fire Department updates: Pretty quiet, they do have Project Life Saver coming up soon.
14. Police Department Updates:  
 Calls of Service:                   2020   2019  
   Sept.   204   170  
   YTD   1618  1497

**Licensing/Permits – Elliott.**

**Personnel/Budget/Finance – Clark**

15. 2021 Budget Discussion. Prochnow informed the Council that this year there is a zero percent increase on Health Insurance. Did get a little more money for Transportation Aid, but still has some other numbers to add in to get a better read of where we are at.

**Legal**  
**City Council**

16. Council Update:  
 Heitkemper- Mini Storage put in a French drain, so anyone who wants to see what one looks like can drive on by.  
 Elliott – wondering about the City’s assistance with lighting both Christmas trees in front of the Courthouse.  
  
 Library: Closed to the public again but still doing curbside pickup. Otherwise doing good.
17. Klimowski/ Elliott moved to convene into closed session. Authority: Wisconsin § Section 19.85(1)(c) for evaluation, crossing guard job applications.  
 Jerry Clark- aye, Richard Heitkemper -aye, Laura Tomaszewski -aye, Marty Stephan – aye, Bill Elliott- aye, John Klimowski-aye. Time: 6:10pm

18. Clark/ Heitkemper moved to reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark- aye, Richard Heitkemper -aye, Laura Tomaszewski – aye, Marty Stephan – aye, Bill Elliott – aye, John Klimowski – aye. Time: 6:17pm

19. Possible action on the subject matter of the closed session.  
Heitkemper/Tomaszewski moved to hire Jensen pending approval from the Chief of Police. Carried

20. Clark/ Elliott moved for adjournment: Time: 6:18pm



Shelby Prochnow  
Clerk/Treasurer