

AMENDED 5/3/21 2:35PM

City of Phillips

Committee of the Whole Meeting

Municipal Building, Municipal Hall

174 S Eyder Avenue

May 4th, 2021

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.

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 June 1st, 2021 at 5:30 p.m.
2. Motion to approve the minutes from the April 6th, 2021 meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action: Phillips Community Daycare Property: City of Phillips right of first refusal.
6. Housing Study with City of Park Falls Update:
7. Library Building Project Update:

Board of Public Works/Recreation –Klimowski/Tomaszewski

8. DPW and Water/Sewer Updates:
9. Wastewater Treatment Plant Upgrade Update:
10. Discussion/Action regarding Scope of Engagement with Quarles and Brady for Bond Council for Wastewater Treatment Plant Upgrade Project financing.
11. Discussion/Action regarding rental price of the Elk Lake Park Band Shell:

Public Safety - Heitkemper

12. Fire Department updates:
13. Police Department Updates:
 - a. Discussion/Action regarding possible amendment of ordinance 9.10 Littering Prohibited.

Licensing/Permits – Elliott.

14. Motion to recommend to the Common Council to approve the “Class B” Retail and Class “B” Beer license to Morales Moises for El Jovenaso of Phillips.

Personnel/Budget/Finance – Clark

**Legal
City Council**

15. Council Update
16. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
May 4th, 2021

Mayor Peterson called the meeting of the Committee of the Whole to order at 5:30p.m.

Members Present: Charles Peterson, Jerry Clark, Richard Heitkemper, Laura Tomaszewski, Marty Stephan, Bill Elliott, John Klimowski, Shelby Prochnow, Bruce Marshall.

Also Present: Dawn Long, Allison Naeyaert, Janet Hoffman, Jeanne Myer, Travis Abraham, David Lontcoski, Jeff Williams, Michael Hauschild, Blaine Peterson, Christian Markle, Tristin Holden, Jessica Konitski, Patricia Zeitner, Lynn Beck, Rebecca Puhl, Jody Eckert, and Beverly Hartmann

Public Comment: Lynn Beck came on behalf of the Phillips Lions Club to invite the Council and City Staff to the grand opening of the Band Stage on July 1st at 5:30pm down at the park.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday June 1st, 2021 at 5:30 p.m.
2. Clark/ Tomaszewski moved to approve the minutes from the April 6th, 2021 meeting. Carried
3. Mayor updates: Mayor Peterson let the Council know that Lynn Ludwig would be approaching the council next week to discuss some ordinance revisions.
4. Clerk updates: None
5. Discussion/Action: Phillips Community Daycare Property: City of Phillips right of first refusal. Jody Eckert from the Phillips Community Daycare board and Jeanne Myer from Family Forum (Headstart) approached the council and gave a brief presentation about the Daycare wishing to dissolve their non-profit and gift the building and the land to Family Forum or also called the Headstart program. On the property of the deed the City has the right of first refusal anytime the property is sold or leased, this is to ensure the property remains operational and avoids dilapidation of the property. The group requested the City allow for the transition with the understanding that the property would still have the City's right of first refusal continued for future property transitions. Klimowski/ Elliott moved to recommend to the Common Council to allow for the transition to Family Forum with the right of first refusal and review of proposed documents at next weeks meeting. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
6. Housing Study with City of Park Falls Update: No update this week, but Clark did mention that the preliminary findings report will be sent out in an email early next week that Prochnow can forward to the Council.
7. Library Building Project Update: Bruce Marshall spoke on behalf of the Library Board and presented the Council with a brief update of the project and discussed the bids that they would be sending out for 3 different projects coming up, moving the items, painting, and carpeting. This is not asking for any money from the City other than the funding that has already been set aside.

Board of Public Works/Recreation –Klimowski/Tomaszewski

8. DPW and Water/Sewer Updates:

DPW: Campground is open, finished up flushing hydrants today, cemetery is looking good and they have started mowing:

W/S: None

9. Wastewater Treatment Plant Upgrade Update: No update this week

10. Discussion/Action regarding Scope of Engagement with Quarles and Brady for Bond Council for Wastewater Treatment Plant Upgrade Project financing.
Prochnow presented the Council with a scope of engagement letter with Quarles and Brady to allow from them to be our bond council for the Clean Water Fund Loan for the Wastewater Treatment Plant Upgrade. This is a standard process and we have worked with Quarles & Brady in the past with other loans.
Heitkemper/ Clark moved to adopt the scope of engagement with Quarles & Brady for Bond Council services for the Wastewater Treatment Plant Upgrade funding. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried.

11. Discussion/Action regarding rental price of the Elk Lake Park Band Shell: Prochnow discussed that there has been quite a bit of interest in people renting the Band Shell upon completion; however, the City needs to decide the rental price for the stage. Heitkemper suggested maybe we should look at all our rental fees. Review of the fee schedule will be on next week’s Common Council Meeting as well as maybe reviewing the rental agreement language.

Public Safety - Heitkemper

12. Fire Department updates: Things are going good, do have some trainings coming up.

13. Police Department Updates:
Calls of Service: 2021 2020
 April 166 134
 YTD 675 660

Chief Hauschild gave updates on the properties with raze orders: 165 N Eyder has been vacated by the occupant, now Hauschild needs to meet with the property owner to review what needs to be corrected to bring up to compliance. 379 Jackson is pretty much ready to be torn down, just waiting on Xcel Energy to disconnect service. 975 Darrel, Hauschild issued a raze order on this property, the shed had collapsed into the home doing damage to the roof, the house is not livable. Property owners are working on getting someone hired to do the demolition.

a. Discussion/Action regarding possible amendment of ordinance 9.10 Littering Prohibited.
Chief Hauschild requested we look at revision or Littering Prohibited ordinance to include a section about people dropping off unwanted items at the local charities, this is coming up more as people are dumping items at the St Vincent De Paul’s. Klimowski also noted we may want to address non-profits in the ordinance as well for situations like when the boy scouts put out the bags for food collections.
Klimowski/ Heitkemper moved to recommend to the Common Council to amend ordinance 9.10 Littering Prohibited pending some revisions by Legal Counsel. Carried

Chief Hauschild also awarded Phillips Police Officer Tristin Holden with the life saver award.

Licensing/Permits – Elliott.

14. Motion to recommend to the Common Council to approve the “Class B” Retail and Class “B” Beer license to Morales Moises for El Jovenaso of Phillips.
This business will be going into the building where the Red Beard Bistro. The property sale did close last week so El Jovenaso does own the property now. Stephan asked about the number of these

licenses we had available, Prochnow let them know that we currently have 4 open licenses and if this is approved, we would still have 3 available.

Heitkemper/ Tomaszewski moved to approve the "Class B" Retail and Class "B" Beer license to Morales Moises for El Jovenaso of Phillips. Roll Call: Clark – opposed, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried 5-1

Personnel/Budget/Finance – Clark

Legal
City Council

15. Council Update: Heitkemper requested the sale of City owned properties on the 5/11 Common Council

16. Klimowski moved for adjournment: Time: 6:25pm



Shelby Prochnow
Clerk/Treasurer