

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
June 1st, 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 July 6th, 2021 at 5:30 p.m.
2. Motion to approve the minutes from the May 4th, 2021 meeting.
3. Mayor updates:
4. Clerk updates:
5. Potential special bond closing meeting needed. Select Date

Board of Public Works/Recreation –Klimowski/Tomaszewski

6. DPW and Water/Sewer Updates:
7. Broken Water Lines at 316 S Argyle Ave
8. Equipment sharing with Town of Worcester.

9. Wastewater Treatment Plant Upgrade Update:

10. Motion to approve Resolution #1214: Year 2021 Compliance Maintenance Report

Public Safety - Heitkemper

11. Fire Department updates:

12. Police Department Updates:

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

14. Motion to recommend to the common council to approve the “Class B” Retail and Class “B” Beer license to Gigi’s Bootleggers LLC.

Personnel/Budget/Finance – Clark

Legal
City Council

15. Motion to approve the Master Agreement for Professional Services with Ayres Associates.

16. Motion to approve Amendment #2 for the Supplemental Project Agreement for the Wastewater Treatment Plant Upgrade.

17. Council Update

18. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
June 1st, 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 (arrived at 5:32pm), Bill Elliott, John Klimowski, Shelby Prochnow, Bruce Marshall.

Also Present: Todd Toelle, Jeff Williams, Mike Stoffel, David Lontcoski, Travis Abraham, Mike Hauschild, Blaine Peterson, Patty Zeitner, and Lyn Ludwig.

Public Comment: Lynn Ludwig approached the council to inform them of a survey that was created to get a better idea of what people are looking for in the downtown area. The survey ad has been posted in the paper and people will be able to complete it via paper or online.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday July 6th, 2021, at 5:30 p.m.
2. Tomaszewski/ Klimowski moved to approve the minutes from the May 4th, 2021, meeting. Carried
3. Mayor updates: Mayor Peterson reminded the council of the grand opening of the Elk Lake Park Stage taking place on Thursday July 1st at 5:30pm
4. Clerk updates: None
5. Potential special bond closing meeting needed. Select Date: Clerk Prochnow let the council know that for our loan closing for the Wastewater treatment plant funding we need to have a meeting for our bond closing. She suggested either Monday the 28th or Tuesday the 29th of June at 5:30. Consensus was Tuesday June 29th, 2021, at 5:30 pm.

Board of Public Works/Recreation –Klimowski/Tomaszewski

6. DPW and Water/Sewer Updates:
DPW: Dump truck came in today, they also started painting lines today. Everything went well for Memorial Day and just working on keeping up with the lawns and parks.

Water/Sewer: Everything going good, treatment plant is running well and Norvado and Xcel are keeping them busy with utility locates.
7. Broken Water Lines at 316 S Argyle Ave: Todd Toelle informed the council that we have another situation of broken water lines. Right now we have placed the wrench outside the property so they can turn off the water and turn it back on when they need to use it; however, at this point they are no longer communicating with Toelle or answering the door. Council had stated from Bruce to send a letter and go through the steps to start the process to get it fixed or pull the wrench.
8. Equipment sharing with Town of Worcester: Jeff Williams spoke on this matter that the Town of Worcester was going to sell their grader because they have 2. The city's is a 1986 and we do fix it quite often. Maybe the City and the Town could work out a leasing program that we can use it in the winter, and they would have it all summer. They would maybe be able to grade the 2 roads we need it for in the summer for us. Town of Worcester is discussing this lease option at their meetings as well. Council thought it was a good idea and instructed Williams to keep pursuing the mater.

9. Wastewater Treatment Plant Upgrade Update: Preconstruction meeting will be Thursday June 10th at 10:00am.
10. Clark/ Heitkemper moved to recommend to the Common Council to approve Resolution #1214: Year 2021 Compliance Maintenance Report. Carried

Public Safety - Heitkemper

11. Fire Department updates: Doing good, been quiet lately. Getting ready for the 4th of July and they will be moving down to the park to shoot the fireworks this year.

12. Police Department Updates:

Calls of Service:	2021	2020
May	188	187
YTD	864	847

Vehicle maintenance on the squads has really been adding up this year and is already over budget. Police are only allotted \$3,000 per year for squad maintenance for both vehicles.

Owner at the property being razed on Darrell Ave does have someone hired to tear down the house, should be completed by the end of June.

Heitkemper questioned status of Jackson Ave property, Williams informed him that they are waiting on Janak's to complete the work, he knows they are busy with the school project right now.

Licensing/Permits – Elliott.

13. Klimowski/ Elliott 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. Roll Call: Clark – opposed, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried 5-1
14. Motion to recommend to the common council to approve the "Class B" Retail and Class "B" Beer license to Gigi's Bootleggers LLC.
No action, this should not have been on this agenda due to the posting requirements, will be on Common Council meeting.

Personnel/Budget/Finance – Clark

**Legal
City Council**

15. Klimowski/ Elliott moved to approve the Master Agreement for Professional Services with Ayres Associates. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
16. Heitkemper/ Elliott moved to approve Amendment #2 for the Supplemental Project Agreement for the Wastewater Treatment Plant Upgrade. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

17. Council Update:

Heitkemper: Let council know the ambulance service just got 2 new defibrillators. Also, Carl from Hilgy's called Heitkemper about the cities position on request of Lyn Ludwig for them to move out of town and Heitkemper informed Carl that right now there is no City opinion to offer, but he did let him know that there have been complaints of the status of the maintenance and appearance of the property. Carl told Heitkemper he was having a crew come to spray all the tanks this summer and it is his full intention to clean up the property.

Stephan: Commented on the number of UTV's that have been using the highway has a route. Hauschild did comment on that, he has instructed his officers to start issuing citations for those operating on Highway 13.

Elliott: Questioned if the City has mowed any properties this year due to ordinance violation. Williams confirmed they have.

Klimowski: Just wanted to thank the guys for all their hard work on making the City look good for the weekend.

18. Klimowski/Clark moved for adjournment: Time: 6:06pm



Shelby Prochnow
Clerk/Treasurer