

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
September 7, 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 October 5th, 2021, at 5:30 p.m.
2. Motion to approve the minutes from the August 3rd, 2021, meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action regarding closing down a portion of Avon Ave for Harvest Fest on September 28th, 2021.
6. Discussion/Action regarding unused City of Phillips property, potential for selling properties.
7. Discussion/Action regarding Fair Housing Ordinance Amendment/Update:

Board of Public Works/Recreation –Klimowski/Tomaszewski

8. DPW and Water/Sewer Updates:
9. Discussion/Action regarding Street Sweeper bids
10. Discussion/Action regarding loan quotes for a new street sweeper
11. Discussion/Action regarding the potential boat landing on Duroy
12. Discussion/Action regarding redoing alley between Cherry & Chestnut Street (in between Avon and Argyle) North of Funeral home to Chestnut. Approximately \$6,800
13. Wastewater Treatment Plant Upgrade Update:
 - a. Pay request #1 for Staab Construction in the amount of \$93,657.65

Public Safety - Heitkemper

14. Fire Department updates:
15. Discussion/Action regarding Fire Inspection Resolution
16. Discussion/Action regarding Fire Department Cell Phone Policy
17. Police Department Updates:

Licensing/Permits – Elliott.

Personnel/Budget/Finance – Clark

18. 2022 Budget Discussion
19. Discussion/Action regarding Room Tax: Phillips Area Chamber of Commerce request to increase from 3% to 4%.
20. Discussion/Action regarding ARPA Funds available, potential uses.

Legal

21. Discussion/Potential Action regarding agreement and placement of Old Well's Fargo Clock

City Council

22. Council Update
23. Adjournment: Time: _____

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: Lyn Ludwig, Todd Toelle, Michael Hauschild, Jeff Williams, Mike Stoffel, David Lontcoski, Travis Abraham, Joe Perkins, Barbara Alm, Patricia Stephan, and Laura Palzill.

Public Comment: Lyn Ludwig spoke to contest the selling of any City properties and urged the council to keep our assets.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday October 5th, 2021, at 5:30 p.m.
2. Stephan/ Clark moved to approve the minutes from the August 3rd, 2021, meeting. Carried
3. Mayor updates: None
4. Clerk updates: None
5. Discussion/Action regarding closing down a portion of Avon Ave for Harvest Fest on September 25th, 2021.
Elliott/ Klimowski moved to recommend to the Common Council to approve the closing of Avon Ave from Cherry St to Chestnut St for the September 25th Harvest Fest
6. Discussion/Action regarding unused City of Phillips property, potential for selling properties. There are 3 main properties being discussed for potential selling, the site of the Well #4, the old skating rink property and the 11-acre parcel owned out on Springs Drive. Well #4 site still has the well cap on the property, small parcel not much can be done there other than maybe a shed.
City Rink property: Heitkemper suggested we sell it with a stipulation to put a multiplex on. Elliott thought maybe we could do some sort of tax break as an incentive. City Engineer Mike Stoffel informed the council of other places requiring sealed proposals on properties being sold to see what a developer may want to do with the property, and you have the right for refusal so you can determine what proposal the city would feel would be most beneficial.
Lyn Ludwig voiced great opposition on the selling of any property.

Heitkemper/ Tomaszewski moved for the City to get ahold of a real estate agent to get an appraisal on properties and bring back the information to the Council. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
7. Discussion/Action regarding Fair Housing Ordinance Amendment/Update: No updated

Board of Public Works/Recreation –Klimowski/Tomaszewski

8. DPW and Water/Sewer Updates:
W/S: going good, breaking some ground at the Treatment Plant now. Finished up reading meters for quarterly bills and in town locates are finally starting to slow down.
DPW: Still mowing, just ordered the grader tires for the equipment being shared with Worcester. Working on doing some patching and just shut down the Splash Pad for the season.

9. Discussion/Action regarding Street Sweeper bids
 We received 4 bids from 3 different companies.

Envirotech Equipment	Base Price \$198,500	additional options \$22,785
Casper Truck Demo Model	Base Price \$210,158	additional options \$26,544
Casper Truck new model	Base Price \$213,908	additional options \$26,544
Macqueen	Price \$232,228	

Envirotech will be bringing a demo model on Tuesday the 14th for the guys to test out. Council tabled until next Tuesday so they could demo and decide if they wanted to move forward.

10. Discussion/Action regarding loan quotes for a new street sweeper
 Tabled until next week, also still waiting on 1 quote. So far quote from Prevail Bank: 3-year 1.8%, 4-year 1.95%. Community Financial: 3-year 1.9%, 4-year 2.15%.

11. Discussion/Action regarding the potential boat landing on Duroy
 Jeff Williams informed the council that we had tried to get the grant application submitted but they are just looking for a lot of information of what type of landing we want to put in there and we just didn't have enough information for them at this time. Council really needs to decide what type of landing we want to do and how much we want to do. If you get a grant, you will need to make sure it is ADA accessible, or you can do a landing without any grant and make it as basic as you need it. Council instructed Williams to speak with the lake associations to see what they feel the minimum is for a boat landing.

12. Discussion/Action regarding redoing alley between Cherry & Chestnut Street (in between Avon and Argyle) North of Funeral home to Chestnut. Approximately \$6,800
 Two businesses are going to be redoing their parking lots and the company can't match up to the alley since it is in such poor shape so the offered a lower rate to the City if we redo a portion of the alley. Council suggested we just do the entire alley if we have the funding for it.

 Heitkemper/ Elliott moved to recommend to the Common Council to repave the full alley from Cherry to Chestnut in between Avon and Argyle. Motion Carried

13. Wastewater Treatment Plant Upgrade Update:
 - a. Pay request #1 for Staab Construction in the amount of \$93,657.65
 Elliott/Clark moved to recommend to the Common Council to approve pay request #1 for Staab Construction in the amount of \$93,657.65 for the WWTP upgrade. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

Public Safety - Heitkemper

14. Fire Department updates: had a guy from Northstar in to look at the pump issues on the fire truck. Probably going to be around \$3,000 to fix it now, if we wait and leave it, it could cost up to \$15,000.

15. Discussion/Action regarding Fire Inspection Resolution
 City attorney Bruce Marshal informed the council we pretty much the ability to do a lot of what was recommended except for being able to reduce the number of inspections. Bruce stated we can just amend our current ordinance to include this.

 Elliott/ Klimowski moved to table until next week.

16. Discussion/Action regarding Fire Department Cell Phone Policy. Tabled until next week for Council to review the policy and make suggested changes.

17. Police Department Updates:

Calls of Service: 2021 2020

 Aug 173 214

 YTD 1380 1413

Update on Young Scientist building. Hauschild sent raze order, they were trying to save the building but seems like it may need some more work. They requested an extension.

Issued a raze order on 556 S Argyle for a back porch to be removed which is completed. Inside is being completely renovated.

September 24th is going to be the homecoming parade.

Licensing/Permits – Elliott.

Personnel/Budget/Finance – Clark

18. 2022 Budget Discussion. Prochnow informed council that budget work is just now getting started, waiting for numbers to come in. Looks like Retirement contribution will be going down this year, health insurance is looking to have no increase or very little. Might want to discuss fire budget with township for including \$9,000 worth of PPE gear into 2022 budget since they will see the increase in 23 anyways. Debt services will drop significantly next year, so we are looking to take out another loan to keep the levy balanced.

19. Discussion/Action regarding Room Tax: Phillips Area Chamber of Commerce request to increase from 3% to 4%.

Chamber Director Laura Palzill gave a brief presentation on room tax and the history of it. Chamber is looking to request an increase of the room tax from 3% to 4%, but with the increase the City will go from keeping 10% of the room tax to 30%. Town of Worcester passed a 4% room tax and Elk will be discussing this at their September meeting. City Attorney Marshall informed the council it is a little more complex than just agreeing to update, probably looking at a full ordinance amendment since ours is extremely simply.

Elliott/Heitkemper moved to move forwarding with increasing the room tax rate from 3% to 4% in coordination with Elk and Worcester with the assistance of Attorney Bruce Marshall. Motion Carried

20. Discussion/Action regarding ARPA Funds available, potential uses. Prochnow informed the council that we did receive a portion of our ARPA funding; however, we need to decide a use for it. Council requested to see the handout that the State provided for eligible projects. Prochnow will distribute the matter, but stated it is not a very clear resource. We could do some water/sewer project infrastructure or look at some recreation options like the boat landing. Council suggested maybe do some citizen input surveys.

Legal

21. Discussion/Potential Action regarding agreement and placement of Old Well's Fargo Clock. No update at this time, there are still more legalities that would need to be sorted out first.

City Council

22. Council Update

Elliott just informed council since they asked previously, that Quadfest is no longer an event that is going to happen. They were approved for that grant but never received the money so not something the chamber needs to give back.

23. Klimowski/ Clark moved for adjournment: Time: 7:07pm



Shelby Prochnow
Clerk/Treasurer