

**City of Phillips**  
**Committee of the Whole Meeting & Public Hearing**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**January 4<sup>th</sup>, 2022**  
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 Kosmer.

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 \_\_.

City of Phillips  
**SECOND CITIZEN PARTICIPATION HEARING**  
AGENDA

January 4, 2022 at 5:30 p.m.

1. Call Public Hearing to Order
2. Introductions and purpose of the hearing
3. Provide an Update on the Project
  - a. Phillips Wastewater Treatment Plant Upgrades
  - b. Activities Completed to Date
  - c. Remaining Activities
4. Citizen input/questions regarding the project and other CDBG activities
5. Adjourn Public Hearing

Public Comment:

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

1. Set next month's meeting date and time: Tuesday February 1<sup>st</sup>, 2022, at 5:30 p.m.
2. Motion to approve the minutes from the December 7<sup>th</sup>, 2021, meeting.
3. Mayor updates:
4. Clerk updates:

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

5. DPW and Water/Sewer Updates:
6. Wastewater Treatment Plant Upgrade Update:
  - a. Pay Request #5 for Staab Construction in the amount of \$257,812.96 for the Wastewater Treatment Plant Upgrade.

**Public Safety - Heitkemper**

7. Fire Department updates:
8. Police Department Updates:

**Licensing/Permits – Elliott.**

**Personnel/Budget/Finance – Clark**

**Legal**

**City Council**

9. Council Update
10. 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 Kosmer.

Also Present: Todd Toelle, Mike Stoffel, Jeff Williams, Travis Abraham, David Lontcoski, Joe Perkins, Patty Stephan and Blaine Peterson.

City of Phillips  
**SECOND CITIZEN PARTICIPATION HEARING**  
AGENDA

January 4, 2022 at 5:30 p.m.

1. Call Public Hearing to Order. Mayor Peterson Called the meeting to order at 5:30pm.
2. Introductions and purpose of the hearing. Mike Stoffel introduced himself and brief the council and the others present at the meeting about the propose the this citizen participation hearing.
3. Provide an Update on the Project
  - a. Phillips Wastewater Treatment Plant Upgrades
  - b. Activities Completed to Date
  - c. Remaining ActivitiesMike Stoffel provided an update on the project. They are roughly 1 1/2 -2 months away from having substantial completion.
4. Citizen input/questions regarding the project and other CDBG activities. No input
5. Clark/ Klimowski moved for adjourning the Public Hearing. 5:36pm. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye.

Public Comment: None

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

11. Set next month's meeting date and time: Tuesday February 1<sup>st</sup>, 2022, at 5:30 p.m.
12. Klimowski/ Elliott moved to approve the minutes from the December 7<sup>th</sup>, 2021, meeting. Carried
13. Mayor updates: None
14. Clerk updates: Busy with tax bill and water/sewer bill collections. Reposted the deputy clerk applications, applications are due January 31<sup>st</sup>.

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

15. DPW and Water/Sewer Updates:

DPW: nothing much going on, just moving snow. 2021 had a lot of breakdowns.  
Water/Sewer: Cleaning up snow around the plant, Jason got his CDL. So far this winter they have had 4 sewer plugs, all root issues and on the homeowner's side. Also discussed the possibility of moving forward with an easement at 556 S Argyle for a water line, possibly at next COW meeting.

16. Wastewater Treatment Plant Upgrade Update:

- a. Pay Request #5 for Staab Construction in the amount of \$257,812.96 for the Wastewater Treatment Plant Upgrade.

Elliott/Heitkemper moved to recommend to the Common Council to approve Pay Request #5 for Staab Construction in the amount of \$257,812.96 for the Wastewater Treatment Plant Upgrade. Carried

**Public Safety - Heitkemper**

17. Fire Department updates: Had 75 total calls for the year, of that, 16 calls were for lift assists. Back up engine is getting new tires. Lontcoski reported that the main engine with the cracks in the chassis discussed last month is going to be covered under warranty and will be getting repairs for the next week. They have 5 new firefighters going to training. Lontcoski did inform the council that there may be a potential issue with a homeowner that was billed for a fire call who is refusing to pay and stating the fire department damaged some property.

18. Police Department Updates:

Calls for Service	<u>2021</u>	<u>2020</u>
Dec	175	194
YTD	2023	2189

**Licensing/Permits – Elliott.**

**Personnel/Budget/Finance – Clark**

**Legal**

**City Council**

19. Council Update: None

20. Tomaszewski/ Klimowski moved for adjournment: Time: 5:54pm



Shelby Kosmer  
Clerk/Treasurer