

**City of Phillips**  
**Committee of the Whole Meeting**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**April 5<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 \_\_\_\_.

Public Comment:

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

1. Set next month’s meeting date and time: Tuesday May 3<sup>rd</sup>, 2022, at 5:30 p.m.
2. Motion to approve the minutes from the March 1<sup>st</sup>, 2022, meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action regarding request to place Military equipment in Bostrom Park

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

6. DPW and Water/Sewer Updates:
  - a. Discussion/Action regarding DPW 2001 Ford Truck bids received
7. Wastewater Treatment Plant Upgrade Update:
  - a. Discussion/Action regarding pay request #7 from Staab Construction for the WWTP Upgrade in the amount of \$431,967.00

**Public Safety - Heitkemper**

8. Fire Department updates:
  - a. Discussion/Action regarding potential updating of Fire Department Bylaws
9. Police Department Updates:

**Licensing/Permits – Elliott.**

**Personnel/Budget/Finance – Clark**

**Legal**

**City Council**

10. Council Update
11. Adjournment: Time: \_\_\_\_\_

Committee of the Whole  
Meeting Minutes  
April 5<sup>th</sup>, 2022

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, Autumn Gedde and Bruce Marshall

Also Present: Jim Heizler, Dave Lontcoski, Travis Abraham, Patty Stephan, Blaine Peterson, Todd Toelle, Noah Wall-Tiffany, Waldemar Madsen, Doug Rasmussen, Delores Gradinjan and Joe Perkins.

Public Comment: None

#### **DISCUSSION-ACTION ITEMS:**

##### **General-Mayor/Clerk**

1. Set next month's meeting date and time: Tuesday May 3<sup>rd</sup>, 2022, at 5:30 p.m.
2. Stephan/ Tomaszewski moved to approve the minutes from the March 1<sup>st</sup>, 2022, meeting. Carried
3. Mayor updates: None
4. Clerk updates: None
5. Discussion/Action regarding request to place Military equipment in Bostrom Park. Delores Gradinjan and Doug Rasmussen spoke to the Council to request permission to place a piece of military equipment in Bostrom Park to dedicate to our Phillips area veterans. They would be applying for a tank (or they can apply for something different) and then there would be a headstone that dedicates the equipment. Delores was able to get the paperwork that would be required to get the equipment. Organization would be responsible for transportation of the equipment. Mayor Peterson suggested maybe we look into the different types of equipment we could get and see what the area would like to see there via a survey sent out to citizens. The first step needed is approval from the City to go on City Land. This is just to get the process started.  
Klimowski/ Heitkemper moved to recommend to the Common Council to approve the placing of Military equipment in Bostrom Park. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

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

6. DPW and Water/Sewer Updates:  
DPW: Doing some maintenance around the shop and waiting for everything to dry out. Been working on filling in the sink hole best they can while the frost is still in the ground.  
W/S: Everything is running well at the treatment plant, waiting for the frost to come out of the ground to tie up some lose ends for the upgrade. Did have a water main break on 13, but hopefully that will be it for the year. Toelle did inform the Council of the cause of the smell from the Treatment plant and how it is just from raw sludge that they are processing now that they weren't able to due to the upgrade.
  - a. Discussion/Action regarding DPW 2001 Ford Truck bids received. The city received 1 bid from Jerry Briggs for the DPW 2001 Ford truck for \$1,001.  
Clark/Elliott moved to recommend to the Common Council to accept the bid from Jerry Briggs in the Amount of \$1,001 for the DPW 2001 Ford Truck. Motion Carried

7. Wastewater Treatment Plant Upgrade Update:  
a. Discussion/Action regarding pay request #7 from Staab Construction for the WWTP Upgrade in the amount of \$431,967.00  
Heitkemper/ Elliott moved to recommend to the Common Council to approve pay request #7 for Staab Construction for the Wastewater Treatment Plant Upgrade in the amount of \$431,967.00. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

**Public Safety - Heitkemper**

8. Fire Department updates:  
Engineers were at the department last Friday checking out the well and structure. Other than that just preparing for Spring and everything else is going well. Raised just over \$15,000 through the Wild game feed at Birch Island that will be used for a side-by-side machine for fire suppression.  
a. Discussion/Action regarding potential updating of Fire Department Bylaws. City Attorney Bruce Marshall spoke on behalf of potentially updating the Fire Department Bylaws. Fire Chief Lontcoski presented a few updates the department would like to see be made to the bylaws such as term years from 2 years to 4 years and update titles right now, but this year do a complete review of the bylaws.  
Klimowski/ Clark moved to recommend to the Common Council to approve the Fire Department Bylaws with recommendations from Bruce Marshall.

9. Police Department Updates:  
Calls for Service    2022    2021  
                                 March    119    161  
                                 YTD    292    507

Received new interview room equipment and it is all installed.

**Licensing/Permits – Elliott.**

**Personnel/Budget/Finance – Clark**

**Legal**

**City Council**

10. Council Update: Klimowski – exit on alleyway of pick n save parking lot onto Maple Street, difficult seeing east and west if large vehicles are parked there.  
11. Tomaszewski moved for adjournment: Time: 6:07pm



Shelby Kosmer  
Clerk/Treasurer