

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
May 3rd, 2022
5:30 pm

Mayor: Charles Peterson

Committee Members: Jerry Clark, Richard Heitkemper, Laura Tomaszewski, Marty Stephan, Bill Elliott, John Klimowski.

City Attorney: Bryce Schoenborn

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 June 7th, 2022, at 5:30 p.m.
2. Motion to approve the minutes from the April 5th, 2022, meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Potential Action regarding Cobblestone hotel request for a City of Phillips hotel feasibility study
6. Discussion/Potential Action regarding Chamber Building Updates needing: Siding and front door
7. Discussion/Potential Action regarding Springs Drive property, bid for posting land for sale.

Board of Public Works/Recreation –Klimowski/Elliott

8. DPW and Water/Sewer Updates:

9. Discussion/Action regarding Warga property South of town putting in a sewer holding tank.

10. Wastewater Treatment Plant Upgrade Update:

Public Safety - Heitkemper

11. Fire Department updates:

12. Discussion/Potential Action regarding request from Town of Harmony Board to join the Phillips Fire Department for fire services to be provided to the township.

13. Police Department Updates:

Licensing/Permits – Tomaszewski

14. Motion to recommend to the Common Council to approve the “Class B” Retail and Class “B” Beer license to Jay Hengtgen for Burger’s Bar & Grill.

Personnel/Budget/Finance – Clark

Legal

City Council

15. Council Update

16. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
May 3rd, 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, Shelby Kosmer and Bryce Schoenborn

Also Present: Jim Hanson, Sheila Hook, Becky Puhl, Mark Kempen, Harry Sweda, Autumn Gedde, Cheryl Moore, Jim Heizler, Joe Perkins, Travis Abraham, Dave Lontcoski, Mike Stoffel, Tom Laventure, Shirley Smith, Laura Palzkill, Patty Stephan, Julie DeLasky, Graydon Gray, Bill Felch, Phil Bochler, and Blaine Peterson

Public Comment: Graydon Gray presented a donation to the Fire Department, a wooden cross with the firemen's prayer for the department.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday June 7th, 2022, at 5:30 p.m.
2. Clark/ Stephan moved to approve the minutes from the April 5th, 2022, meeting. Carried
3. Mayor updates: None
4. Clerk updates: None
5. Discussion/Potential Action regarding Cobblestone hotel request for a City of Phillips hotel feasibility study. Anna Jakubek from Cobblestone was in attendance via phone to do a small presentation for the Council regarding a hotel feasibility study. Cobblestone Hotels has been approached by someone in the area regarding adding a hotel to Phillips. In order to start the process, Cobblestone would need a group or the City to pay for a hotel feasibility study, which is roughly 10k dollars, through a third-party vendor. This study would have someone going out and doing surveys to see if the City could support another hotel. Council asked various questions regarding the process and the study itself as well as the likely hood of the study being successful, and a hotel being built. Council decided to table this discussion until more information is received.
6. Discussion/Potential Action regarding Chamber Building Updates needing: Siding and front door Chamber Director Laura Palzill approached the council to discuss that the Chamber building is looking really faded and it was last stained in 2018. Laura was asking council if we should look at staining the building or potentially doing a different option like a smart siding. She also informed them that the front door needs to be replaced as well. Laura will get a few different options for siding and come back to provide the Council with those numbers.
7. Discussion/Potential Action regarding Springs Drive property, bid for posting land for sale. Heitkemper/ Clark moved to recommend to the Common Council to formulate a bid notice with a minimum bid of \$12,500 and add language to the notice for right to refuse. Carried

Board of Public Works/Recreation –Klimowski/Elliott

8. DPW and Water/Sewer Updates: DPW just wrapping up flushing hydrants. Water/Sewer: no update

9. Discussion/Action regarding Warga property South of town putting in a sewer holding tank. Clerk Kosmer filled the Council in on the request from Warga's to put in a holding tank. Right now they have a shared sewer lift station with Dollar General; however, last year the pipes at dollar general froze and then caused Wargas to not have sewer services, thus prompting this request. Council and City Engineer discussed the City's ability to potentially put pressure on Dollar General to ensure sewer system is operating properly and not allowing for utility customers to supply their own services.
10. Wastewater Treatment Plant Upgrade Update: Waiting for nicer weather to complete the final pieces of the project in June. Budget is still looking good, within 10 grand.

Public Safety - Heitkemper

11. Fire Department updates: Last two weeks have been very busy. Had 2 large structure fires. Discussed school bus extraction training and the need for repairing/new air compressor to refill scuba bottles. New compressor is \$40,000, can find a used one for \$8,500 or repair the current one for \$2,500.
12. Discussion/Potential Action regarding request from Town of Harmony Board to join the Phillips Fire Department for fire services to be provided to the township. Jim Hansen from the Town of Harmony was there to discuss with the council the possibility of Harmony being serviced by the Phillips Fire Department again. They are looking at this as a potential to put the question on their November Election ballot to have the taxpayers determine if they should stay with their current contract that will be potentially doubling next year due to a fire truck purchase, or to look at rejoining Phillips. Mayor Peterson informed those in attendance for this matter that we will need to set up a special Fire Ad Hoc meeting to put this on for discussion as the next one was not until the end of July.
13. Police Department Updates:

Calls for Service:	2022	2021
April	153	165
YTD	546	675

On April 14th the department assisted with 2 successful drug search warrants, department was also able to intercept a package being mailed with 234 grams of meth as a result of the warrant as well. On April 21st, the PD was able to locate 4.1 grams of meth from an individual working for a company from out of area staying in town.

Licensing/Permits – Tomaszewski

14. Elliott/Heitkemper moved to recommend to the Common Council to approve the “Class B” Retail and Class “B” Beer license to Jay Hengtgen for Burger’s Bar & Grill. 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: Tomaszewski asked about an update on Collin’s property, and she was informed this is in the court process right now. Elliott asked about an update on the sink hole; however Todd Toelle was not in attendance.

Becky Puhl from Library was in attendance to give an update as she will not be available for next week's meeting. They received \$1,000 for the meat raffle that was at Corner Connection for the library redesign project. There have been some books that have been challenged for content and the library board will be addressing these in small batches at their meetings starting in June. If anyone has questions direct them to talk to Becky.

16. Klimowski moved for adjournment: Time: 6:45pm

A handwritten signature in black ink that reads "Shelby Kosmer". The signature is written in a cursive, flowing style.

Shelby Kosmer
Clerk/Treasurer