

**City of Phillips**  
**Committee of the Whole Meeting**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**September 6<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: 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 October 4<sup>th</sup>, 2022, at 5:30 p.m.
2. Motion to approve the minutes from the August 2<sup>nd</sup>, 2022, meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action regarding closing Avon Ave from Cherry St to Chestnut as well as closing Balsam St, Cherry St and Chestnut St from Hwy 13 to Avon and the intersection of Cherry and Avon for the Phillips Harvest Fest on October 1st, 2022.
6. Discussion/Action regarding Resolution #1222: TID #2 Termination
7. Discussion/Potential action regarding potential approval of the Public Participation Plan for the Comprehensive Plan update as recommended by the Phillips Planning Commission.

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

8. DPW and Water/Sewer Updates:
9. Wastewater Treatment Plant Upgrade Update:
  - a. Discussion/Action regarding Change Order #1 for the Wastewater Treatment Plant Update.

**Public Safety - Heitkemper**

10. Fire Department updates:

11. Police Department Updates:

**Licensing/Permits – Tomaszewski**

**Personnel/Budget/Finance – Clark**

12. 2023 Budget Discussion

**Legal**

**City Council**

13. Council Update

14. Adjournment: Time: \_\_\_\_\_

Committee of the Whole  
Meeting Minutes  
September 6, 2022

Mayor Peterson called the meeting of the Committee of the Whole to order at 5:30p.m.

Members Present: Charles Peterson, Richard Heitkemper, Laura Tomaszewski, Marty Stephan, Bill Elliott, John Klimowski, Shelby Kosmer and Bryce Schoenborn

Also Present: Blaine Peterson, Michael Hauschild, David Lontcoski, Travis Abraham, Jeff Williams, Tom LaVenture, Joe Perkins, Jim Heizler, and Mike Stoffel.

Public Comment: Lyn Ludwig spoke urging the Council to consider reaching out to different business and investing in hiring or contracting with a grant writer.

Phillips Area Chamber of Commerce Director Laura Palzkill came to thank the Council and City for all the support for the Phillips on Tap Event. There was an estimated 1000-1100 attendees.

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

1. Set next month's meeting date and time: Tuesday October 4<sup>th</sup>, 2022, at 5:30 p.m.
2. Klimowski/ Elliott moved to approve the minutes from the August 2<sup>nd</sup>, 2022, meeting as corrected.  
Roll Call: Clark – absent, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
3. Mayor updates: None
4. Clerk updates: None
5. Discussion/Action regarding closing Avon Ave from Cherry St to Chestnut as well as closing Balsam St, Cherry St and Chestnut St from Hwy 13 to Avon and the intersection of Cherry and Avon for the Phillips Harvest Fest on October 1st, 2022.  
Elliott/ Heitkemper moved to recommend to the Common Council to the closing of Avon Ave from Cherry St to Chestnut St as well as closing Balsam St from Hwy 13 to the alley and closing Cherry St and the intersection of Cherry and Avon for the Phillips Harvest Fest on October 1<sup>st</sup>, 2022. Carried
6. Discussion/Action regarding Resolution #1222: TID #2 Termination  
Klimowski/ Heitkemper moved to approve Resolution #1222: TID #2 Termination. Roll Call: Clark – absent, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye.  
Motion Carried
7. Discussion/Potential action regarding potential approval of the Public Participation Plan for the Comprehensive Plan update as recommended by the Phillips Planning Commission.  
Heitkemper/ Elliott moved to recommend to the Common Council to approve the Public Participation Plan for the Comprehensive Plan update. Carried

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

8. DPW and Water/Sewer Updates:  
DPW: Summer help is gone now, boat landing permit for Duroy was approved by the DNR & Core of Engineering. Permit is good until 2026 to do work, can move forward from there. Would like to look at doing the work without a DNR grant to save on the standards the grant would require. Been working on repairing and replacing sidewalks and working on the budget.  
W/S: been running up the Superior for WET battery testing all week.

9. Wastewater Treatment Plant Upgrade Update:
- a. Discussion/Action regarding Change Order #1 for the Wastewater Treatment Plant Update. This change order is mainly to extend the date of complete from June to October otherwise the DNR won't reimburse any bills after the completion date. Currently about \$10,000 under the expected budget, but they may be updating some other items that can fit into the project. Elliott/ Tomaszewski move to recommend to the Common Council to approve the Change Order #1 for the Wastewater Treatment Plant Update. Roll Call: Clark – absent, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

**Public Safety - Heitkemper**

10. Fire Department updates: Compressor is back and the cost of the repair came in less than originally quoted. Truck 442 needs a valve replaced and Truck 444's pumps did not pass inspection and they may need to pull the pumps to replace. 444 can be used lightly right now but not on large fires.

11. Police Department Updates:

	2022	2021
Aug	175	172
YTD	1219	1380

Currently working on razing 2 houses. Updated council that the Young Scientist building owned by Westcap is going to be torn down.

**Licensing/Permits – Tomaszewski**

**Personnel/Budget/Finance – Clark**

12. 2023 Budget Discussion: Clerk Kosmer informed the council that not a lot of the budget numbers are in yet, have not heard back on insurance. Retirement rates are increasing next year, but the largest change the City is looking at right now is that the garbage company is getting rid of the sticker pick up and transiting to carts. The City portion of the recycling cost will be increasing as well. We have a couple options of the garbage company billing individual residents for just trash pick up, they will bill them for trash and recycling, or the City can bill the residents directly. Kosmer informed them that we cannot bill them for the recycling due to the recycling grant we get every year, but she also recommends that we let the garbage company bill for the trash and then they can worry about the delinquent accounts and we do not need to worry about placing the fees on the residents water/sewer bills.
- DPW & Fire department discussed how costs are increasing and their normal operating duties are becoming very hard to maintain and they are already nearing the budget limits in a lot of their budget line items.

**Legal**

**City Council**

13. Council Update: Tomaszewski spoke about junk in the alley by Prevail
14. Klimowski moved for adjournment: Time: 6:34pm



Shelby Kosmer  
Clerk/Treasurer