

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
March 5th, 2024
5:30 pm

Conference Call in Number: (605) 313-4100 Access Code: 6384302

Mayor: Charles Peterson

Committee Members: Jerry Clark, Richard Heitkemper, Mark Brzeskiewicz, Marty Stephan, Bill Elliott, John Klimowski.

City Attorney: Bryce Schoenborn

Department Heads: Public Works Director–Jim Heizler; Water/Wastewater Supervisor-Todd Toelle; Police Chief-Michael Hauschild; Fire Chief-David Lontcoski; Library Director–Rebecca Puhl; Clerk/Treasurer- Shelby Kosmer.

Following the open session of the meeting the Common Council will convene into closed session pursuant to Wis. Stat. Section 19.85(1)(g) Conferring with Counsel who either orally or in writing will advise governmental body on strategy to be adopted with Consideration of Contract discussions regarding Bennish Salvage and pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – To review applications for the Street Department/ Water-Sewer Operator Job.

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 April 2nd, 2024, at 5:30 p.m. in the back Training Room.
2. Motion to approve the minutes from the February 6th, 2024, meeting.
3. Mayor updates:
4. Clerk updates:

5. Discussion/Action regarding renewing the agreement between Northwest Regional Planning Commission and the City of Phillips regarding the Community Development Block Grant program.

Board of Public Works/Recreation –Klimowski/Elliott

6. DPW and Water/Sewer Updates:
7. Fifield/Ash Street Reconstruction Updates:

Public Safety - Heitkemper

8. Fire Department updates:
 - a) Discussion/Potential action regarding reviewing and potential awarding of bids for the Overhead Door Project at the Fire Hall.
9. Police Department Updates:
10. Discussion/ Potential action regarding request to open State Highway 13 for the ATV/UTV route to go from County Rd F/ South Airport Road to Fayette St

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

Legal

11. Discussion/Action regarding Resolution #1230: Sale of Real Estate: The Sale of Wells #4&5 property to The Meadows of the North LLC

City Council

12. Council Update
13. Convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(g) Conferring with Counsel who either orally or in writing will advise governmental body on strategy to be adopted with Consideration of Contract discussions regarding Bennish Salvage and pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – To review applications for the Street Department/ Water-Sewer Operator Job.
Jerry Clark___ Richard Heitkemper ___ Mark Brzeskiewicz ___ Marty Stephan ___ Bill Elliott ___ John Klimowski ___. Time_____
14. Reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark___ Richard Heitkemper ___ Mark Brzeskiewicz ___ Marty Stephan ___ Bill Elliott ___ John Klimowski ___. Time: ___
15. Motion on the subject of the closed session
16. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
March 5th, 2024

Mayor Charles Peterson called the meeting of the Committee of the Whole to order at 5: 30p.m.
Members Present: Jerry Clark, Richard Heitkemper, Mark Brzeskiewicz, Marty Stephan, Bill Elliott, John Klimowski, Bryce Schoenborn, Shelby Kosmer, and
Also Present: Scott Hoffman, Jim Heizler-ATV club trail coordinator, Tyler Weber, Justin Schuenemann, Joe Perkins, Travis Abraham, Jim Heizler – DPW, Michael Hauschild, Blaine Peterson, David Lontcoski, Todd Toelle, Anne Baxter, John Baxter, Thomas LaVenture, Patty Stephan, Lyn Ludwig, Waldemar Madsen, Sanjay Patel – via phone.

Public Comment: None

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday April 2nd, 2024, at 5:30 p.m. in the back Training Room.
2. Stephan/ Klimowski moved to approve the minutes from the February 6th, 2024, meeting. Carried
3. Mayor updates: Next Wednesday is his last day at Sierra Pacific. Been in contact with Jim Gabrielson looking at some property behind the Doris Kohler facility off fairway drive. They received some quotes for hooking up water/sewer and they are looking at potentially selling to the City.
4. Clerk updates: Kosmer informed the Council that she did get enrolled in the Grant Finder program through the League of Wisconsin Municipalities, the league is allowing 1 member from each municipality to be enrolled in the program. Kosmer also distributed the auditor letter to the council members.
5. Clark/Heitkemper moved to renew the agreement between Northwest Regional Planning Commission and the City of Phillips regarding the Community Development Block Grant program. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried.

Board of Public Works/Recreation –Klimowski/Elliott

6. DPW and Water/Sewer Updates:
DPW: Did sign a contract with Bellin Health to take care of our CDL drug testing. With the warmer weather they are getting a head start on trimming and removing trees for the Fifield/Ash project Working on a Wi DNR Urban Forestry reduction grant to get some trees replaced after construction. Sweeper is currently getting some work done.
Water/Sewer: Everything going good at the treatment plant. Reading water meters right now. Toelle
7. Fifield/Ash Street Reconstruction Updates:
Looking at a start in Mid-April, contracts are getting finalized right now and Ayres will be getting submittals and approving those as they come in.

Public Safety - Heitkemper

8. Fire Department updates: Working through the truck repairs, got the engine today from Woodruff, Talked to the fire truck builder today and they are working on getting the items finalized so they will have a rough estimate of the cost of the total package. Have 1 junior firefighter so far.

- a) Discussion/Potential action regarding reviewing and potential awarding of bids for the Overhead Door Project at the Fire Hall.

Received 3 bids for the overhead door project, the bids were as follows: Huotari Construction \$40,960.00, J.H. Findorff & Sons Inc \$75,395.00, Ross & Associates, LTD

Klimowski/ Elliott moved to accept the bid from Huotari Construction in the amount of \$40,960.00 to Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott -aye, Klimowski – aye.

Clerk Kosmer did inform the council that we were waiting to see what these bids came in at to determine how we would fund the project,

Klimowski amended his original motion to recommend the acceptance of the bid from Huotari Construction in the amount of \$40,960.00 to the Common Council. Elliott seconded the motion.

9. Police Department Updates:

<u>Calls for Service</u>	<u>2024</u>	<u>2023</u>
Feb	130	125
YTD	308	291

Hauschild informed the Council of the breakdown of the cost of the new squad vehicle for the vehicle and for Belco for the installation of all the equipment and Sign Studio for the graphics.

Car - \$48,688 Motorola Apex Radio 6661.69, installation with all equipment \$15,961.98, graphics \$750.00 for a total of \$72,061.60.

Klimowski/ Clark moved to recommend to the Common Council to approve the bid for the new squad vehicle in the amount of \$72,061.60. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

Also Chief Hauschild handed out the annual report, 6 drug search warrants were completed and 2 consent search warrants, they seized 351.19 grams marijuana, and 2.53 grams meth, which was less meth than last year.

10. Discussion/ Potential action regarding request to open State Highway 13 for the ATV/UTV route to go from County Rd F/ South Airport Road to Fayette St.

Heitkemper felt this would benefit and bring people from the Northern part of the City to give them access to the city instead of going around the industrial park. Tyler Weber from the ATV club and Jim Heizler the trail coordinator.

City Attorney Bryce Schoenborn touched on the certain ordinances this would fall under and there were 3 statutory requirements for the local municipality to enact an ordinance to allow for this, 1. Not a part of the national highway system of defense highways, 2, must have a speed limit of 35mph or less, 3, has to be in the Cities jurisdiction.

Klimowski explained that the speed limit was 40 mph through there and Heitkemper stated we would have to make a request to the state to get that speed limit reduced. Kosmer did inform the council in looking back at items from 2018 when they were trying to open this route, the DOT denied the request to lower the speed limit because it was a Tier 3, nonsignificant crash site.

Tyler Weber was informed that there is a way around the 35-mph speed, and the City can approve an ordinance and the County could approve an ordinance. Weber also gave the council a packet regarding the trail route they were requesting and then a sample ordinance enacted by the Town of Bradley.

Bryce: Bridge crossing requirements Bridge has no speed limit requirement, that is subject to local requirements,

Klimowski mentioned a few locations that are not 40 mph, such as Bruce, Hwy 77 all following the flow of traffic, have to stay on the pavement.

Chief Hauschild expressed concerns due to the influx of traffic during school let out, and when Medisize, Marquip and plastics have shift changes, and he also wanted to be sure the Council was on board that if there are issues we have to be able to shut it down.

Elliott/ Klimowski moved to recommend to the Common Council to proceed moving forward with an ordinance to allow for the ATV/UTV route to open State Highway 13 for the ATV/UTV route to go from County Rd F/ South Airport Road to Fayette St. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

Legal

11. Discussion/Action regarding Resolution #1230: Sale of Real Estate: The Sale of Wells #4&5 property to The Meadows of the North LLC. All documents have been signed, Money is sitting in a trust, just need to finalize with the resolution.

Heitkemper/Elliott moved to adopt resolution #1230: Sale of Real Estate: The Sale of Wells #4&5 property to The Meadows of the North LLC. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

City Council

12. Council Update

Brzeskiewicz will be going to the Economic Development meeting to give an update on Thursday

13. Clark/ Elliott Convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(g) Conferring with Counsel who either orally or in writing will advise governmental body on strategy to be adopted with Consideration of Contract discussions regarding Bennish Salvage and pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – To review applications for the Street Department/ Water-Sewer Operator Job.

Jerry Clark -aye, Richard Heitkemper – aye, Mark Brzeskiewicz – aye, Marty Stephan – aye, Bill Elliott – aye, John Klimowski – aye. Time 6:12pm

14. Elliott/ Clark moved to reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark – aye, Richard Heitkemper – aye, Mark Brzeskiewicz – aye, Marty Stephan – aye, Bill Elliott – aye, John Klimowski – aye. Time: 7:07pm

15. Motion on the subject of the closed session. No action or discussion.

16. Clark moved for adjournment: Time: 7:07pm



Shelby Kosmer
Clerk/Treasurer