

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
January 10th, 2023
5:30 pm
(1/3/23 meeting rescheduled)

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.

Following the open session of the meeting the Common Council will convene into closed session 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 February 7th, 2023, at 5:30 p.m.
2. Motion to approve the minutes from the December 6th, 2022, meeting.
3. Mayor updates:
4. Clerk updates:
 - a. Discussion regarding City Christmas party
5. Discussion regarding garbage services with Waste Management
 - a. Discussion/Action regarding Acceptance of waste/ recycling contract.
6. Discussion/Action regarding review of Vibrant Grant Application

7. Discussion/Action regarding introduction of WI DOT right of way acquisitions on Hwy 13
8. Discussion/ Action regarding Resolution #1223 Assignment of license and/or copyright: For the Phillips Centennial book

Board of Public Works/Recreation –Klimowski/Elliott

9. DPW and Water/Sewer Updates:
10. Wastewater Treatment Plant Upgrade Update:

Public Safety - Heitkemper

11. Fire Department updates:
 - a. Discussion/action regarding SCBA's

12. Police Department Updates:

Licensing/Permits – Tomaszewski

Personnel/Budget/Finance – Clark

Legal

13. Discussion/Action regarding review of Possession and sale of hemp-derived cannabinoid substances ordinance. Motion to send to a public hearing.

City Council

14. Council Update
15. Convene into closed session. Authority: Wisconsin §19.85(1)(c). Jerry Clark___ Richard Heitkemper ___ Laura Tomaszewski ___ Marty Stephan ___ Bill Elliott ___ John Klimowski ___. Time___
16. Reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark___ Richard Heitkemper ___ Laura Tomaszewski ___ Marty Stephan ___ Bill Elliott ___ John Klimowski ___. Time: ___
17. Motion on the subject of the closed session.
18. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
January 10th. 2023

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

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

Also Present: Joe Perkins, David Lontcoski, Travis Abraham, Jim Heizler, Mike Stoffel, Todd Toelle, Tom LaVenture, Blaine Peterson, Michael Hauschild, Penny Marmit, Deb Reinke, and Autumn Gedde, and Randy Ott- Waste management Via Phone.

Public Comment: None

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday February 7th, 2023, at 5:30 p.m.
2. Elliott/ Stephen moved to approve the minutes from the December 6th, 2022, meeting. Carried
3. Mayor updates: None
4. Clerk updates:
 - a. Discussion regarding City Christmas party: Discussion on where and when would work best for the Council. Will decide next week.
5. Discussion regarding garbage services with Waste Management: Randy Ott from waste management was in attendance via phone to answer any questions regarding the contract.
 - a. Discussion/Action regarding Acceptance of waste/ recycling contract.
Elliott/ Klimowski moved to recommend to the Common Council to accept the Waste & Recycling contract with Waste management. Roll Call: Clark – absent, Heitkemper – absent, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
6. Discussion/Action regarding review of Vibrant Grant Application. Lyn Ludwig was in attendance to talk to the Council about potentially applying for the Vibrant Spaces Grant application. Lyn presented the idea of adding a parking lot and a small paved path in Bostrum Park from Park Dr to the Chamber building. Discussion regarding seeing the results of the community survey that was on the Library website. Kosmer also reminded the Council that maybe we would have liked to apply for this grant for the Duroy boat landing project we would like to do. No action was taken as the City did not want to move forward with the parking lot and trail idea presented by Lyn Ludwig.
7. Discussion/Action regarding introduction of WI DOT right of way acquisitions on Hwy 13
Kosmer introduced documents to the Council regarding the state negotiating the acquisition of the City parking lot and little garden area on highway 13. The acquisition is needed by the State to improve handicap ramp access on the sidewalks. Main thing Council would like to determine is if the Clock will be affected and make sure no under ground utilities are part of this acquisition.
8. Discussion/ Action regarding Resolution #1223 Assignment of license and/or copyright: For the Phillips Centennial book. Elliott/ Tomaszewski moved to recommend to the Common Council to approve Resolution #1223 Assignment of license and/or copyright: For the Phillips Centennial Book. Carried

Board of Public Works/Recreation –Klimowski/Elliott

9. DPW and Water/Sewer Updates:
Water/Sewer: Everything going good, Mike Stoffel moved forward with submitting some items for the Fifield street grants, won't know until November
DPW is busy moving snow.
10. Wastewater Treatment Plant Upgrade Update: Still waiting on some parts and some companies holding items up.

Public Safety - Heitkemper

11. Fire Department updates:
Total Calls for Service 2022: 83 calls
 2021: 75 calls
Truck 444 is in need of some repairs on the pump. Replacing the pump could cost 10-15k, hoping to have a quote by the Common Council meeting next week. Also, starting to look towards getting the new truck ordered since they are out until 2025, so will begin compiling bids.
- a. Discussion/action regarding SCBA's: Fire department wanted to inform the Council that there is going to be an 8% price increase on these SCBA's. It is on their equipment replacement plan to purchase 4 packs a year, so they are going to try to get an order in earlier before the price increases this year and then future years, they may only be able to get 3 air packs.

12. Police Department Updates:
Calls for Service: 2022 2021
 Dec 130 124
 YTD 1827 2020
December 21st, Police performed a knock & talk resulting in drug paraphernalia & marijuana, and then next morning did a search warrant finding meth and drug paraphernalia.
Looking at getting a generator for the municipal building since it is a place for disasters. Chief Hauschild applied and was accepted to this program that is for military equipment that is available to Police departments for free, they just put in for the items on a watch list and once they find one they just have to pay for shipping. Chief Hauschild is going to look for a generator similar to the County's.

Licensing/Permits – Tomaszewski

Personnel/Budget/Finance – Clark

Legal

13. Discussion/Action regarding review of Possession and sale of hemp-derived cannabinoid substances ordinance. Motion to send to a public hearing. This is the proposed version.
- Elliott/ Stephan moved to send the proposed Possession and sale of hemp-derived cannabinoid substances ordinance to public hearing on February 7th, 2023 at 5:00pm. Roll Call: Clark – absent, Heitkemper – absent, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

City Council

14. Council Update: Klimowski informed DPW that Walnut Street was a little rough.

15. Klimowski/ Elliott moved to convene into closed session. Authority: Wisconsin §19.85(1)(c). Jerry Clark – absent, Richard Heitkemper – absent, Laura Tomaszewski – aye, Marty Stephan -aye, Bill Elliott - aye, John Klimowski -aye. Time 6:45pm
16. Elliott/ Klimowski moved to reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark- absent, Richard Heitkemper – absent, Laura Tomaszewski – aye, Marty Stephan – aye, Bill Elliott – aye, John Klimowski – aye. Time: 6:58pm
17. Motion on the subject of the closed session. None just publishing the job ad again.
18. Klimowski/ Elliott moved for adjournment: Time: 6:58pm

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

Shelby Kosmer
Clerk/Treasurer