

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
March 7th, 2023
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 April 4th, 2023, at 5:30 p.m.
2. Motion to approve the minutes from the February 7th, 2023, meeting.
3. Mayor updates:
4. Clerk updates:

Board of Public Works/Recreation –Klimowski/Elliott

5. DPW and Water/Sewer Updates:
 - a. Water/Sewer department truck quotes.
6. Wastewater Treatment Plant Upgrade Update:
 - a. Pay request #12 for Staab construction in the amount of \$2,325.00 for the Wastewater Treatment Plant upgrade.

7. Discussion/Action regarding engineering contract with Ayres Associates for Fifield and Ash St construction.

Public Safety - Heitkemper

8. Fire Department updates:

9. Police Department Updates:

Licensing/Permits – Tomaszewski

Personnel/Budget/Finance – Clark

Legal

City Council

10. Council Update

11. Adjournment: Time: _____

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, Marty Stephan, Bill Elliott, Bryce Schoenborn, and Shelby Kosmer.

Also Present: Mike Hauschild, Todd Toelle, Jim Heizler, Travis Abraham, Joe Perkins, David Lontcoski, Becky Puhl, Erik, Patty Stephan, Autumn Gedde, Tom LaVenture, Mike Stoffel, Blaine Peterson.

Public Comment: None

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday April 4th, 2023, at 5:30 p.m. In the back training room.
2. Clark/ Elliott moved to approve the minutes from the February 7th, 2023, meeting. Carried
3. Mayor updates: IDC meeting, approached by Medford Motors, and they are interested in potentially putting in the business over by the lots on Princeton Valley. Just beginning stages of talking to and the IDC and City are in talks to see what we can do to help.
4. Clerk updates: None

Board of Public Works/Recreation –Klimowski/Elliott

5. DPW and Water/Sewer Updates:
 - a. Water/Sewer department truck quotes: Todd presented the council with some quotes for a new truck for the water/sewer trucks. Medford Motors provided a quote for a 2023 for \$43,433.86 and the truck is available right away and the other dealers we received quotes on probably wouldn't be available for up to a year.
Heitkemper/ Elliott moved to move forward with the purchase of a 2023 truck in the amount of \$43,433.86 from Medford Motors. Roll Call: Clark – aye, Heitkemper – aye, Stephen – aye, Elliott – aye, Klimowski – absent. Motion Carried
Water/Sewer had a water main break with Shaw and Darrell and potentially had some water in the house, so they will be submitting a claim. At 25-year limit for painting the water tower, the new one. Verizon is going to be putting their stuff on the tower in 2024, but if we can schedule the repainting to be conducive so they can install and then paint. Toelle will get some quotes and see about getting it repainted in 2024. Stoffel and Kosmer brought up the potential to use Safe Drinking Water loan to possibly get principal forgiveness if not at least the low interest loan, but would have to submit an ITA and perf this fall, and application due this June for a Safe Drinking Water Loan.
DPW: Hired Cody Kussrow and he started on Monday. Assisted water/sewer department with the water main break the previous week and busy moving snow.
6. Wastewater Treatment Plant Upgrade Update: Still waiting on some parts for warranty work, we do have potential to hold the pay request since it's just retainage money.
 - a. Pay request #12 for Staab construction in the amount of \$2,325.00 for the Wastewater Treatment Plant upgrade.
Elliott/ Clark moved to hold the final pay request #12 for Staab Construction in the amount of \$2,325 for the Wastewater Treatment Plant upgrade until the warranty work is completed. Roll Call: Clark- aye, Heitkemper – aye, Tomaszewski – absent, Stephan – aye, Elliott -aye, Klimowski - absent. Motion Carried

7. Discussion/Action regarding engineering contract with Ayres Associates for Fifield and Ash St construction. Submitted the ITA and perf this fall, if we are going to move forward with this project in 2024, we would need to start the design and permitting process. About 1.5 million total to redo both streets. 123,500 for Ayres, this is design, grant application.
Heitkemper moved to recommend to the Common Council to accept the engineering contract with Ayres associates for Fifield and Ash St construction. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – absent, Stephan – aye, Elliott – aye, Klimowski -absent. Motion Caried

Public Safety - Heitkemper

8. Fire Department updates:

Finally received a quote back from Darley for the repair of truck 444. \$18,365.21. A new pump for that truck would be over \$52,000.

Still working on getting a side by side, doing more fundraising. March 19th, South Fork will do a pancake breakfast from 8am to noon, and then will do a dance for Fall Festival. And then hopefully by this time next year they can get a DNR grant to assist with the cost.

9. Police Department Updates:

Calls for Service:	2023	2022
Feb	125	127
YTD	291	271

Interviews set for March 14th after the council meeting for the full-time officer, we have 2 applicants. We have one part-time officer out 3-4 months due to surgery. Did repost the part-time job ad again. February 3rd, officers responded to marijuana at an apartment building, did a search and did marijuana and paraphernalia. February 8th, 48-year-old male arrested for possession of meth, seized 1.1 grams of meth. Hauschild provided the council with the 2022 annual report.

Licensing/Permits – Tomaszewski

Personnel/Budget/Finance – Clark

Legal

City Council

10. Council Update: None

11. Clark moved for adjournment: Time: 5:57pm



Shelby Kosmer
Clerk/Treasurer