

AMENDED 11/6/23 1:50PM

City of Phillips

Committee of the Whole Meeting & Public Hearing

Municipal Building, Municipal Hall

174 S Eyder Avenue

November 7th, 2023

5:00 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–Jim Heizler; 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___.

1. Motion to open the Public Hearing for discussion on the 2024 Budget. Time: _____
2. Motion to close the Public Hearing. Time: _____
3. Action regarding the 2024 Budget
4. Motion to open the Public Hearing for discussion on the following: Ordinance 23-003, revision of Section 13.08: Building Sewers and Connections. Time:_____
5. Motion to close the Public Hearing. Time: _____
6. Action regarding Ordinance 23-003, revision of Section 13.08: Building Sewers and Connections.

Public Comment:

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

7. Set next month’s meeting date and time: Tuesday December 5th, 2023, at 5:30 p.m.
8. Motion to approve the minutes from the October 3rd, 2023, meeting.
9. Mayor updates:

10. Clerk updates:
11. Discussion/Action regarding Green Tier Legacy Program Presentation
12. Discussion/Action regarding Lease Agreement with Phillips Youth Baseball: Jodi Podmolik
13. Phillips Lionite Building – Discussion of Property Potential Uses at Owner’s Request.
14. Discussion/Action regarding bids and proposals for Well 4&5 property at 680 & 690 County Rd H.
Bids Received:

Board of Public Works/Recreation –Klimowski/Elliott

15. DPW and Water/Sewer Updates:
 - a. Discussion/Action Fifield/Ash Street Project update:
 - b. Fifield/Ash Street Project Engineer Contract Amendment

Public Safety - Heitkemper

- 12 Fire Department updates:
- 13 Police Department Updates:
 - a. Discussion/Action regarding new Police Department Squad Vehicle
 - b. Discussion/Action regarding new hire for full-time officer position
 - c. Discussion/Action regarding letter regarding Embrace Harm Reduction Vending Machine

Licensing/Permits – Tomaszewski

Personnel/Budget/Finance – Clark

Legal

City Council

- 14 Council Update

- 15 Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
November 7, 2023

President Bill Elliott called the meeting of the Committee of the Whole to order at 5: 03p.m.

Members Present: Jerry Clark, Richard Heitkemper, Laura Tomaszewski (arrived 5:32pm), Marty Stephan (5:11pm) Bill Elliott, John Klimowski, Bryce Schoenborn, Shelby Kosmer

Also Present: Travis Abraham, Joe Perkins, Michael Hauschild, Jim Heizler, Michael Stoffel, Justin Schuenemann, Todd Toelle, Darin Baratka, Jodi Podmolik, Becky Puhl, Shirley Smith, Beth Feind, Mark Puls, Tom LaVenture, Mark Brzeskiewicz, Lyn Ludwig, Jeff Klaver, Marc Peterson, Patty Stephan.

1. Clark/Heitkemper motion to open the Public Hearing for discussion on the 2024 Budget. Time: 5:04pm. Carried
Biggest changes this year are the state shared revenue, cut in the transportation aid, insurance increase.
2. Clark/ Heitkemper Motion to close the Public Hearing. Time: 5:06pm Carried
3. Klimowski/Elliott move to recommend to Common Council to approve the 2024 Budget as presented. Roll Call: Clark- aye, Heitkemper – aye, Tomaszewski – absent, Stephan – absent, Elliott – aye, Klimowski – aye. Motion Carried
4. Elliott/ Klimowski moved to open the Public Hearing for discussion on the following: Ordinance 23-003, revision of Section 13.08: Building Sewers and Connections. Time 5:07pm Carried

Made some revisions to reduce the amount of warnings needed to correct the offenders creating these illegal cross connections to our storm sewer.
5. Heitkemper/ Clark moved to close the Public Hearing. Time: 5:08pm Carried
6. Action regarding Ordinance 23-003, revision of Section 13.08: Building Sewers and Connections. Heitkemper/ Clark moved to recommend to the Common Council to approve the ordinance amendment revision of Section 13.08. Motion Carried

Public Comment: None

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

- 7.Set next month's meeting date and time: Tuesday December 5th, 2023, at 5:30 p.m.
- 8.Clark/ Klimowski moved to approve the minutes from the October 3rd, 2023, meeting. Carried
- 9.Mayor updates: None
10. Clerk updates: None
11. Discussion/Action regarding Green Tier Legacy Program Presentation. Beth Feind from the WI DNR. Charter side. The Department has noticed that the City is going a really good job with sustainability and environmental performance. WI DNR appreciated all the work the City is doing. Asking committee members to consider passing a resolution to join the green tier Charter program. Program is a place to network with fellow green tier legacy program members. City of Ashland. Can get together and community. Staff would help put the baseline on paper. There are grants and loans benefits available once we get that baseline laid out, these could help with tie breakers in points for grants comparing to other communities not part of this program. City would get direct grant notifications through this program. Would also get two points of contact within the DNR. Cost free to

a point, time for the staff to create to baseline, each year would ask for a report, two points of contact would be available to help right that yearly report. Not really a cost other than labor. Quarterly meetings, ask they participate as much as you can, meetings are roughly 2 hours.

Put on next weeks agenda.

12. Discussion/Action regarding Lease Agreement with Phillips Youth Baseball: Jodi Podmolik. Jodi came before the council to update the lease agreement with the City and the Youth baseball ground. Right now this contract is to allow the Youth Baseball to sublease the fields to the school district. Currently they get \$2,200 from the High school just for memorial field, they are asking the school for \$10,000 a year. School seems fine with it just need to have the contract finished with City. High school rents Memorial field from them and now with the new fields the Youth Baseball they need to update the contract. Put on next weeks agenda.

13. Phillips Lionite Building – Discussion of Property Potential Uses at Owner’s Request. Everyone has been served the paper work, so now Bryce has filed a motion of default, tomorrow, Bryce is asking for the court to order the building to be razed in 30 days, then if that does not happen then they will have another court date in 30 days, and if nothing after that then the contempt starts and fines can start accruing and then asking for a receiver to handle the property.

Table until he calls.

14. Discussion/Action regarding bids and proposals for Well 4&5 property at 680 & 690 County Rd H.

Kosmer informed the council that the highest bid from the Gingers has been withdrawn per their request. Lyn wanted to say she talked to the DNR and they told her she can building on platforms. Marc Peterson came to voice his support of Lyn’s proposal. Mark Puls, spoke and was not in favor of the additional traffic and the commercial aspect of Lyn’s Proposal. Mark does own into the fence approximately 50’. The property would need to be surveyed. Mark believes he could get a home built in the next 3 years as well, but he would have to sell his home first. Clark stated he would like to see Lyn have the opportunity to see this through. Mark Brzeskiewicz questioned why we would accept the lower bid, Klimowski informed him of the adjacent landowners opposition to the other proposal as a concern and reason for recommending accepting the lower bid and he feels there are other opportunities for the project to take place still just in a different location in town. Jodi Podmolik raised questions about the parking situation the Meadows of the North proposal.

Klimowski/ Tomaszewski moved to recommend to Council to accept the bid from Mark & Deb Puls of \$25,200 with the development of the home to occur in the next 3 years or the property would revert to the City. Roll Call: Clark – opposed, Heitkemper – opposed, Tomaszewski - aye, Stephan – aye, Elliott – opposed, Klimowski – aye. No tie breaker, Motion fails.

Clark/Elliott moved to accept Lyn’s Bid of \$30,000 subject to the same 3-year development requirement. Roll Call: Clark – aye, Heitkemper – aye, Tomaszewski – opposed, Stephan – opposed, Elliott -aye, Klimowski – opposed. Tie Breaker. Motion failed.

Tabled until next week.

Board of Public Works/Recreation –Klimowski/Elliott

15. DPW and Water/Sewer Updates:

DPW: New lights around city hall have been installed, did submit two grant funding applications but waiting to hear on those..

Water/Sewer: October 8th, something came into the plant, and we did not meet our Phosphorus levels and our bugs got wiped out, we are on a chemical treatment.

- a. Discussion/Action Fifiield/Ash Street Project update: Applied for the DNR funding, Safe Drinking water loan program and the Clean Drinking water loan program. Eligible up to

65% principal forgiveness. We were approved for the safe drinking water fund, still waiting on the Clean drinking water funding in the next few months. Water side, 1.3 million

b. Fifield/Ash Street Project Engineer Contract Amendment:

Heitkemper/ Elliott moved to recommend to the Common Council to approve the Amendment to the Fifield/Ash street Project Engineer Contract. Motion Carried

Public Safety - Heitkemper

16. Fire Department updates: Had a home fire on October 31st. Other than that, things have been going well.

17. Police Department Updates:

Calls for Service:	<u>2023</u>	<u>2022</u>
October	161	168
YTD	1595	1545

- a. Discussion/Action regarding new Police Department Squad Vehicle. Coming up on the last payment on the squad truck, once state bids come out he would like to get it ordered. We would be going through Medford motors to get that. We would replace the 2015 explorer and we would get another explorer. Clark asked about the amount of maintenance on the explorer, Chief felt that had a lot to do with a lot of City driving. Elliott moved forward with ordering the new squad vehicle. Clark – aye, Heitkemper – aye, Tomaszewski – aye, Stephan – aye, Elliott – aye, Klimowski- aye. Motion Carried.
- b. Discussion/Action regarding new hire for full-time officer position. On October 20th, our full time posting ended. We did not get any qualified applications; we did get one person who just needs the academy. The Chief would like to hire the applicant, we have to pay them during the academy, and pay to send him through the academy. He is a local applicant. We just got 1 part time applicant, and we are currently in the process of doing his background check. City would be reimbursed for the lodging, meals, mileage and the schooling itself so that would not cost the City anything other than the salary during the academy. Timing for the academy would start at the end of January and he would graduate in June, probably up to 3 months (September/October) of being fully ready to go. Klimowski/Elliott moved to recommended to proceed with sponsoring the new full-time applicant for the Police Academy and paying their salary during the duration of the academy. Clark – aye, Heitkemper – aye, Tomaszewski - aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
- c. Discussion/Action regarding letter regarding Embrace Harm Reduction Vending Machine. Embrace in town wrote a grant for a harm reduction machine, it cost 55k for the machine and supplies. The Chief did an open records request for the grant that was written for the machine, quoted in the grant is that the goal of these machines is to reduce overdoses and overdose deaths. The Chief has no issues with Narcan and reproductive health items being in the machine, his issue is with the self-injection kits, that include a syringe, tourniquet, alcohol wipes. The only way to get kit out of the machine is to call a number and get the code, he feels kids will be able to get this code and utilize these supplies. Urging the Council to write a letter to her inform her of our displeasure of these self-injection kits. Let them go inside the building to get these kits don't just keep them outside the building with a pamphlet. Heitkemper felt we need to send a letter to show our displeasure with these kits and say we will create an ordinance to not allow for those items to be placed in the machine if they do not remove the self-injection kits.

Elliott/Klimowski moved to send a letter to embrace emphasizing our disapproval of these safe injection kits. Clark- aye, Heitkemper aye, Tomaszewski, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Caried

Licensing/Permits – Tomaszewski

Personnel/Budget/Finance – Clark

Legal

City Council

14. Council Update: None

15. Klimowski moved for adjournment: Time: 6:46pm

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

Shelby Kosmer
Clerk/Treasurer