

**AMENDED 7/1/24 1:00PM**  
**2<sup>nd</sup> AMENDMENT 7/1/24 3:45PM**

**City of Phillips**  
**Committee of the Whole Meeting**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**July 2<sup>nd</sup>, 2024**  
5:30 pm

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)(b) Discipline & Licensing – review of Jody Kozak’s Operators License

This meeting is held in compliance with Wisconsin’s Open Meetings 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 Meetings Law
- c. Pledge of Allegiance

Roll Call: Chuck Peterson \_\_\_\_, Jerry Clark \_\_\_\_, Richard Heitkemper \_\_\_\_, Mark Brzeskiewicz \_\_\_\_, Marty Stephan \_\_\_\_, Bill Elliott \_\_\_\_, John Klimowski \_\_\_\_.

Public Comment:

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

1. Set next month’s meeting date and time: Tuesday August 6<sup>th</sup>, 2024, at 5:30 p.m.
2. Motion to approve the minutes from the June 4<sup>th</sup>, 2024, meeting.
3. Mayor updates:
4. Clerk updates:
  - a) Discussion/Action regarding potential policy on banners hanging on Elk Lake Park Pavilion
5. Ordinance 24-002: Adoption of City of Phillips Comprehensive Plan

6. Discussion/ Action regarding EPA Community Change Grant Application Review: Price County United Limited
7. Discussion/Action regarding Moose Lodge Project “Flags Across Phillips”. Flags honoring veterans or active duty members being placed along Highway 13: Requested by Phillips Moose Lodge

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

8. DPW and Water/Sewer Updates:
9. Fifield/Ash Street Reconstruction Updates:
  - a) Pay request #2 for Hass Sons, Inc for Fifield & Ash Street Reconstruction in the amount of \$295,138.36.
  - b) Resolution #1233: Resolution Authorizing the issuance and sale of up to \$221,618 Water and Sewer system Revenue Bonds for the Safe Drinking Water portion of the project.
  - c) Resolution #1234: Resolution Authorizing the issuance and sale of up to \$187,710 Water and Sewer System Revenue Bonds for the Clean Water Fund portion of the project.

**Public Safety - Heitkemper**

10. Fire Department updates:
11. Police Department Updates:

**Licensing/Permits – Brzeskiewicz**

**Personnel/Budget/Finance – Clark**

**Legal**  
**City Council**

12. Council Update
  - a) ~~Discussion/Action regarding Moose Lodge Project “Flags Across Phillips”. Flags honoring veterans or active duty members being placed along Highway 13: Requested by John Klimowski~~
13. Convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)( b) Discipline & Licensing – review of Jody Kozak’s Operators License  
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  
July 2<sup>nd</sup>, 2024

Mayor Charles Peterson called the meeting of the Committee of the Whole to order at 5:30 p.m.  
Members Present: Jerry Clark, Richard Heitkemper, Mark Brzeskiewicz, Marty Stephan, Bill Elliott (arrived 5:31pm), John Klimowski, Bryce Schoenborn and Shelby Kosmer  
Also Present: Michael Hauschild, Jim Heizler, Joe Perkins, Jody Kozak, Shirley Smith, Barb Alm, Thomas LaVenture, Todd Toelle, Justin Schueneman, Ted Harvey, Mark Distin, Frank Dusek, Patty Stephan, Frank Grendys, Lyn Ludwig, Cheryl Moore via phone.

Public Comment: Shirley Smith wanted to express several thank you's to various City departments, Phillips Police Department, Lt Peterson, for help with a situation he assisted with. And with regards to the storm, she wanted to thank the Mayor and the entire City Crew for all their help with the storm/damage.

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

1. Set next month's meeting date and time: Tuesday August 6<sup>th</sup>, 2024, at 5:30 p.m.
2. Klimowski/ Elliott moved to approve the minutes from the June 4<sup>th</sup>, 2024, meeting. Carried
3. Mayor updates: Just informed everyone that we are trying the best we can to get things cleaned up before the 4<sup>th</sup> and bear with us as the City crews continue to work on cleanup. And wanted to Praise
4. Clerk updates:
  - a) Discussion/Action regarding potential policy on banners hanging on Elk Lake Park Pavilion. Kosmer informed the council that there has been a request for hanging a banner on the Elk Lake Park Pavilion like Czech Fest does, but she feels we should probably set some standards. Klimowski suggested we have some sort of timeframe and stipulation that the event occur in the Park. Kosmer will reach out to other communities and work with the states banner application to determine some sort of policy for banners on the Pavilion.
5. Klimowski/ Brzeskiewicz moved to recommend to the Common Council Ordinance 24-002: Adoption of City of Phillips Comprehensive Plan 2024-2034. Carried
6. Discussion/ Action regarding EPA Community Change Grant Application Review: Price County United Limited

Lyn Ludwig, President and Cheryl Moore Secretary (via phone) were in attendance to give a brief update on the EPA Community Change grant as there was no application to review at this point. Ludwig informed the Council that EPA Cleanup personnel from DC has connected them and they will be coming to the area Thursday July 18th. Ludwig expressed her dissatisfaction of the citation she received for the lawn mowing and wanted to express that any communications and invoices/ citations be addressed to Price County United Limited. EPA Cleanup grant requires once a city meeting updates. Requesting on ongoing agenda item for an update item. This is what the state is suggesting, but Ludwig is also asking that the EPA Community Change Grant be a running agenda item as well. Ludwig told the council that they are going to be including the Belan/Express Mart Property in the Community Change grant. Lyn did hand out an ad that they would be running in the paper for more input from the Community. Ludwig also wanted to express that the parking lot in the Elk Lake Park is under parts of the grants and contractually they cannot make any sort of transfers since the full property is included in the grants. July 4<sup>th</sup>, 2 hours prior to the parade they will have a walk and talk starting at Gowey and then the first Wednesday in August at 5:30pm

7. Discussion/Action regarding Moose Lodge Project “Flags Across Phillips”. Flags honoring veterans or active-duty members being placed along Highway 13: Requested by Phillips Moose Lodge

John Klimowski President of the Moose lodge, and Ted Harvey talked about the Valued Veterans Program. They would like to mix the valued veteran’s program and the moose lodge program and honor our veterans. They are looking for a blessing from the City to do this program, Flags across Phillips. Everyone purchases/ makes a donation for the flags. Funds would be split to go Camp Hackett and the veterans group. Flags would be placed the week of Veterans Day; Flags would be stuck in the ground in the right of way. They would just be American flags, north to the south end of town. This is the Moose Lodge’s way of giving back to the community and honoring the veterans.

Heitkemper/Clark moved to recommend to the Common Council to give permission to the Phillips Moose Lodge to proceed with the “Flags Across Phillips”. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski - abstain due to conflict of interest.  
Motion Carried

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

8. DPW and Water/Sewer Updates:

DPW: Playground equipment sold at the auction for \$842.50. July 8<sup>th</sup> that will be removed. 7/15 the new equipment will be added. The Chipper is currently needing repair, but the part was unavailable, so Mid-state is currently building the part needed.

Water/Sewer: Been busy last month. 10 inches of rain throughout the town. Got the water readings done, been exercising the valves, and locates coming in. Had to bypass the plant into the lake, there was an open manhole on Kimball/Ash Street but they are getting the DNR notified and now the Plant is running pretty well.

9. Fifield/Ash Street Reconstruction Updates: Justin from Ayres updated the council on the progress of the project, they are to Kimbal/Ash and Victoria gravel is done and weather dependent, might be able to get gravel down on Fifield this week. Rain has caused some delays but so did Xcel replacing the gas lines during the project.

- a) Heitkemper/ Elliott moved to recommend to the Common Council to approve Pay Request #2 for Hass Sons, Inc for Fifield & Ash Street Reconstruction in the amount of \$295,138.36. Roll: Clark- aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried.

- b) Clark/ Brzeskiewicz moved to recommend to the Common Council to approve Resolution #1233: Resolution Authorizing the issuance and sale of up to \$221,618 Water and Sewer system Revenue Bonds for the Safe Drinking Water portion of the project. Roll: Clark- aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried.

- c) Elliott/ Brzeskiewicz Moved to recommend to the Common Council to approve Resolution #1234: Resolution Authorizing the issuance and sale of up to \$187,710 Water and Sewer System Revenue Bonds for the Clean Water Fund portion of the project. Roll: Clark- aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried.

#### **Public Safety - Heitkemper**

10. Fire Department updates: Huotari is working on the door project and once they get the door in place then they will need to do some framing and then they will have an operational door.

11. Police Department Updates:

Calls for Service:	<u>2024</u>	<u>2023</u>
June	155	155
YTD	953	910

Hired and swore in Michael Reeves as a part-timer and also swore in Derek Beckstrand who was the prior chief of Rib Lake so he will be an additional part-timer.

All set for the 4<sup>th</sup> of July parade as well as the Price County Rodeo and the spirit of America run/walk is 7/6 so they are all set up for that.

The Verizon antenna is up and running and the workers assured Hauschild that they shouldn't have any issues with service for the busy weekend.

**Licensing/Permits – Brzeskiewicz**

**Personnel/Budget/Finance – Clark**

**Legal**

**City Council**

12. Council Update:

Clark – questioned if the Verizon antenna project was completed and Toelle stated he did not believe they were completely finished with the project yet.

Brzeskiewicz, on behalf of the IDC, he and Bill Elliott met with someone interested in opening a Tap House in Phillips and he seemed impressed in the area; he wants to just rent something right now but hopefully he will be moving into the community.

Stephan – thanks to the city crew for all their hard work

13. Clark/ Klimowski moved to convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(b) Discipline & Licensing – review of Jody Kozak's Operators License

Jerry Clark – aye, Richard Heitkemper – aye, Mark Brzeskiewicz – aye, Marty Stephan – aye, Bill Elliott – aye, John Klimowski – aye. Time 6:20pm.

14. Klimowski/ Elliott 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: 6:30pm

15. Motion on the subject of the closed session.

Elliott/ Heitkemper moved to issue an operator's license to Jody Kozak. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

16. Clark moved for adjournment: Time: 6:32pm

  
Shelby Kosmer  
Clerk/Treasurer