

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
September 3rd, 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.

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.

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 – Interviews for the Street Department/ Water-Sewer Operator Job.

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 October 1st, 2024, at 5:30 p.m.
2. Motion to approve the minutes from the August 6th, 2024, meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action regarding final plat review for the Phillips Lumber Company Addition subdivision submitted by Pine Ridge Holdings LLC.

6. Discussion on the EPA Cleanup Grant and the EPA Community Change Grant Updates: Price County United Limited
 - a) Discussion of EPA Water Technical assistance program for evaluation of stormwater infrastructure and runoff for properties included in the grant and Wastewater Treatment Plant Location

Board of Public Works/Recreation –Klimowski/Elliott

7. Discussion/Action regarding Elk Lake Park Playground Equipment Update:
8. DPW and Water/Sewer Updates:
9. Fifield/Ash Street Reconstruction Updates:
10. Discussion/Action regarding future potential 2026 project to loop the water main to the North Annex.

Public Safety - Heitkemper

11. Fire Department updates:
 - a) Discussion/Action regarding Pay Request #1 for the Fire Hall overhead door project for Huotari Construction in the amount of \$40,960.00
12. Police Department Updates:
 - a) Discussion/ Potential Action regarding a Raze order at 354 S Avon Ave. Owner requesting property to be turned back to the City.

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

13. 2025 Budget Discussion

Legal
City Council

14. Council Update
15. Convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – To interviews for the Street Department/ Water-Sewer Operator Job.
Jerry Clark___ Richard Heitkemper ___ Mark Brzeskiewicz ___ Marty Stephan ___ Bill Elliott ___ John Klimowski ___. Time_____
16. Reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark___ Richard Heitkemper ___ Mark Brzeskiewicz ___ 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
September 3rd, 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, John Klimowski, Bryce Schoenborn and Shelby Kosmer

Also Present: Troy Makovsky, Marcie Bogdanovic, Jim Heizler, Todd Toelle, Mike Stoffel, Greg Teeters, Barb Alm, John Baxter, Michael Hauschild, Blaine Peterson, Lyn Ludwig (arrived 5:48pm) David Lontcoski, Joe Perkins (arrived 6:30pm)

Public Comment: Troy Makovsky was in attendance, he wanted to notify the City Council of the intention of himself and his neighbor Mike Hlavacek's intent to detach from the City of Phillips. Reason is City has a higher tax rate and he is unable to hunt the property currently. Kosmer is currently researching what needs to be done and will work with Troy to get him the information.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday October 1st, 2024, at 5:30 p.m.
2. Heitkemper/ Klimowski moved to approve the minutes from the August 6th, 2024, meeting. Carried
3. Mayor updates: None
4. Clerk updates: None
5. Discussion/Action regarding final plat review for the Phillips Lumber Company Addition subdivision submitted by Pine Ridge Holdings LLC. Kosmer presented the final plat review that was approved by the State. There was some discussion regarding the unpaved street.

Klimowski/Stephan recommend to Common council to approve the final plant for Phillips Lumber Company Addition subdivision submitted by Pine Ridge Holdings LLC. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

6. Discussion on the EPA Cleanup Grant and the EPA Community Change Grant Updates: Price County United Limited: 27 minutes
EPA Cleanup Grant: Working on trying to get a multisite assessment grant, they are asking Northwest Regional Planning to be their applicant. Usually this multisite assessment grant proceeds the EPA Cleanup Grant. Ludwig is asking the City to ask Northwest Regional Planning, it's roughly 10k. Price County United Limited is also looking for the City to hire a consultant that understands urban planning design. Mayor Peterson expressed that the City is not a developer and no further discussion had taken place about the City hiring someone. Price County United Limited are working on selection a qualified environmental professional by September of 2024 with hopes of a starting date for cleanup to be 10/1/24.
EPA Community Change Grant: Ludwig presented some information on an EPA Water Technical assistance program for evaluation of stormwater infrastructure and runoff for properties included in the grant and Wastewater Treatment Plant Location (49 minutes)
Storm water runoff for all of the City, that is what the Water Technical Assistance program is what Ludwig would like the city to approve PCUL looking into this program as it is like asking EPA Technical Assistant asking a second opinion but it looks into what funding sources are available. Mayor Peterson instructed City attorney Bryce Schoenborn to review the presented information on the EPA Water Technical Assistance and report back at the Common Council meeting next week.

Board of Public Works/Recreation –Klimowski/Elliott

7. Discussion/Action regarding Elk Lake Park Playground Equipment Update: Kosmer updated on the fundraising total.
8. DPW and Water/Sewer Updates:
DPW: Assisted the water department with a leak on Shaw Street otherwise things are going well.
Water/Sewer: Treatment Plant is running good. Working on preparing for Winter and Jason is out getting water/sewer readings.
9. Fifield/Ash Street Reconstruction Updates: Everything is done for this year, restoration and driveways are completed. Final lift will be put on next spring and another pay request will be presented last month.
10. Discussion/Action regarding future potential 2026 project to loop the water main to the North Annex. Stoffel, been working with Jim and Todd on future projects. The DNR infrastructure money, there are 2 more years left on that, this is the same funding we used for Fifield/Ash. This is all water project so all 100% would be eligible. We would need to file an intent to file by October 31st and a final application to be submitted in June of 2025. This is a project that the Water Department and the Street department felt was high on the priority list as there is currently only one pipe that serves the entire North Annex of town. This would create a loop and service water on County Rd F and then on Fairway drive in the business park. This would bring system reliability up there. Right now this would be roughly 1 million dollars and if you got the funding the local share to roughly \$400,000.

Brzeskiewicz/ Elliott moved to recommend to the Common council to start the process to pursue looping the water main to the North Annex. Motion Carried

Public Safety - Heitkemper

11. Fire Department updates: Just got done with a house fire, working with school to get the junior program some more interest. Fire department did question some of their authority to enforce rules laid out by the NFPA (National Fire Protection Association) as they define fire extinguishers that must be maintained as well as other enforcement items.
 - a) Klimowski/ Elliott moved to recommend to the Common council to approve the Pay Request #1 for the Fire Hall overhead door project for Huotari Construction in the amount of \$40,960.00. Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
12. Police Department Updates:

Calls for Service:	<u>2024</u>	<u>2023</u>
Aug	150	158
YTD	1270	1241

Chief Hauschild wrote 3 grants for equipment. Did receive 1 grant for ballistic vests, and applied for a radar unit, and a halogen bar. Still waiting to hear back on 2 of the grant applications.

 - a) Discussion/ Potential Action regarding a Raze order at 354 S Avon Ave. Owner requesting property to be turned back to the City. Hauschild served a raze order on this property. Chief Hauschild would like to get estimates.
Stephan/ Elliott moved to proceed to get an estimate to tear down the property. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye.
Motion Carried
Clerk Kosmer did update that she is looking into different programs to help if the City were to accept this property back. The City would be looking at costs associated with the title transfer, tax transfer, Bryce will put together an estimate for the transfer items.

175 S Avon Ave that the roof had collapsed and that is set to be taken down prior to the snowfall. Heitkemper suggested maybe the owner can put up some safety cones/ tape to protect the public before it is taken down.

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

13. 2025 Budget Discussion

Kosmer updated the council on where the numbers are right now, kind of waiting for State Shared Revenue, Mayor Peterson did meet with the union but no formal negotiations have taken place but they were looking for a raise.

Legal
City Council

14. Council Update:

Brzeskiewicz informed the council of the garbage truck leaking hydraulic fluid the previous weeks. Kosmer did let Waste management know and they were trying to get it cleaned up. Mark also mentioned the IDC September 25th annual shareholders meeting at noon.


15. Klimowski/ Elliott Convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – To interviews 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 6:43 pm

16. Klimowski/ 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: 7:55pm

17. Motion on the subject of the closed session. None

18. Clark moved for adjournment: Time: 7:55pm


Shelby Kosmer
Clerk/Treasurer