

**City of Phillips**  
**Committee of the Whole Meeting & Public Hearing**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**December 3<sup>rd</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.

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 \_\_\_\_.

1. Motion to open public hearing for discussion on Ordinance 24-003: Amendment of Section 7.11 Designation of State Highway Bridge: ATV/UTV designation of state Hwy 13 bridge from County Highway F intersection south to the Fayette Street Intersection. Time \_\_\_\_
2. Motion to close public hearing. Time \_\_\_\_
3. Action regarding the creation of Ordinance 24-003 Section 7.11 Designation of State Highway Bridge for an ATV/UTV Route
4. Motion to open public hearing for discussion Ordinance 24-004: An Ordinance Providing for detachment of a portion of the City of Phillips, Price County, Wisconsin to the Town of Elk, Price County Wisconsin. Time \_\_\_\_
5. Motion to close public hearing. Time \_\_\_\_
6. Action regarding the Ordinance 24-004: An Ordinance Providing for detachment of a portion of the City of Phillips, Price County, Wisconsin to the Town of Elk, Price County Wisconsin.

Public Comment:

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

7. Set next month's meeting date and time: Tuesday January 7<sup>th</sup>, 2025, at 5:30 p.m.
8. Motion to approve the minutes from the November 4<sup>th</sup>, 2024, meeting.
9. Mayor updates:
10. Clerk updates:

a) Discussion/Action regarding municipal rentals reservations

11. Discussion/Action regarding review of 2025 City Fee Schedule

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

12. DPW and Water/Sewer Updates:
13. Fifield/Ash Street Reconstruction Updates:
  - a) Discussion/Action regarding Pay Request #5 for Hass Sons, Inc for Fifield & Ash Street Reconstruction in the amount of \$ 7609.20.
  - b) Discussion/Action regarding Change Order #1 for Fifield & Ash Street Reconstruction.
14. Discussion/ Potential Action regarding Water/Sewer connection at property located at 216 S Eyder Ave requested William Nemec

**Public Safety - Heitkemper**

15. Fire Department updates:
16. Police Department Updates:

**Licensing/Permits – Brzeskiewicz**

**Personnel/Budget/Finance – Clark**

17. Discussion/Action regarding 2025 Water/Sewer Budget
  - Legal**
  - City Council**

18. Council Update

19. Adjournment: Time: \_\_\_\_\_

Committee of the Whole  
Meeting Minutes  
December 3<sup>rd</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, John Klimowski, Bryce Schoenborn and Shelby Kosmer

Also Present: David Lontcoski, Michael Hauschild, Joe Perkins, Todd Toelle, Jim Heizler, Mike Stoffel, Justin Schuenemann, Bill Nemec, Thomas LaVenture, Anne Baxter, John Baxter, Troy Makovsky, Lyn Ludwig arrived 6:06pm

1. Klimowski/ Heitkemper moved to open public hearing for discussion on Ordinance 24-003: Amendment of Section 7.11 Designation of State Highway Bridge: ATV/UTV designation of state Hwy 13 bridge from County Highway F intersection south to the Fayette Street Intersection. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Carried Time 5:31pm  
This just has a few updated verbiages to the original ordinance the City passed. There was a request to back date it. Can't back date it and it is just an amendment.
2. Clark/ Elliott Motion to close public hearing. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Carried. Time 5:33pm
3. Heitkemper/ Klimowski moved to recommend to the Common Council to approve the approval Ordinance 24-003 Section 7.11 Designation of State Highway Bridge for an ATV/UTV Route. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
4. Heitkemper/ Elliott moved to open public hearing for discussion Ordinance 24-004: An Ordinance Providing for detachment of a portion of the City of Phillips, Price County, Wisconsin to the Town of Elk, Price County Wisconsin. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Carried. Time 5:33pm  
The council discussed that we do not provide any water/sewer over there, and Kosmer indicated there may be a change for a legal description at next week's meeting for final approval.
5. Klimowski/ Elliott to close public hearing. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Carried. Time 5:36pm
6. Elliott/ Heitkemper moved to recommend to the common Council to approve Ordinance 24-004: An Ordinance Providing for detachment of a portion of the City of Phillips, Price County, Wisconsin to the Town of Elk, Price County Wisconsin with the correction of the legal description of the property. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

Public Comment: None

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

7. Set next month's meeting date and time: Tuesday January 7<sup>th</sup>, 2025, at 5:30 p.m.

8. Klimowski/ Elliott moved to approve the minutes from the November 4<sup>th</sup>, 2024, meeting. Carried
9. Mayor updates: Wanted to congratulate Mike Stoffel on his retirement and wish him a happy retirement.
10. Clerk updates:

- a) Discussion/Action regarding municipal rentals reservations. Kosmer informed the council that the office is struggling a little bit with how far in advance people can rent out the facilities. Right now they are doing January 1<sup>st</sup> of each year the rental calendar opens and then its first come first serve. This does not apply to Chamber hosted events or weddings at the facilities. It was suggested that perhaps people would be allowed to rent it on a 12 month basis.

11. Discussion/Action regarding review of 2025 City Fee Schedule

Discussion on mowing fees, it was questioned if we should increase them; however, the police department recently started giving citations for ordinance violations and actually putting the mowing fee as a restitution item instead of the City billing it. We will leave the mowing fees as they are for now and see how this new process goes. Discussion on all rental fees for the facilities. We will increase the rental for the pavilions, and band shell and training room. Docks and camping fees will remain the same.

Klimowski/Elliott moved to recommend to the Common Council to make the fee changes for the 2025 City Fee Schedule. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

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

12. DPW and Water/Sewer Updates:

DPW: just been getting ready for winter

Water/sewer: treatment plant has been running good and water system has been running good. Sent out letter regarding type of laterals going into the homes, the EPA is getting really strict about galvanized pipes, so we are sending a letter about their galvanized pipes and why the EPA wants the pipes changed. People can refuse to replace the pipes, but they have to sign off, we really only got about 300 surveys back when we asked about the type of lines going into the homes, this is an EPA federal program. Water/Sewer will be trying to post notes on doors to get people to call us, and a lot of rentals. Toelle suggested if we do redo Avon, we could job it in and run the stuff right to the house instead of just to the curb stop. A lot of the city lines have been replaced after 86 after they stopped the use of galvanized lines. Stoffel indicated that if you put in service right to the house you have to bill it to the homeowner because the PSC states your water utility cannot pay for work done to private places. So they are working to get all the information about all the laterals coming into the homes to report to the EPA.

13. Fifield/Ash Street Reconstruction Updates: Justin, this is to catch them up for final quantities except for the final lift. The change order is a requirement to change all quantities to actual for the project.

- a) Elliott/ Clark moved to recommend to the Common council to approve Pay Request #5 for Hass Sons, Inc for Fifield & Ash Street Reconstruction in the amount of \$ 7609.20. Carried

- b) Heitkemper/ Elliott moved to recommend to the Common council to approve Change Order #1 for Fifield & Ash Street Reconstruction. Carried

14. Discussion/ Potential Action regarding Water/Sewer connection at property located at 216 S Eyder Ave requested William Nemec.

Bill Nemec was in attendance to discuss water/sewer connection at the property he purchased on S Eyder Ave. Asking for consideration for the city to extend water/sewer to his lot, if not if he can use

the City's utility easement to run the lines to his property. Would like to rebuilt his home that was destroyed in a fire last December. Looking to get approval to run through the existing City utility easement to run his lines. This would run in the City's Road right of way on Eyder Street coming off the hookup on maple. Nemec would then be responsible for all the way to maple as a private line, but then he does not have to worry about getting a private easement from the house on the Corner of Maple and Eyder.

Heitkemper/Brzeskiewicz moved to recommend to the Common council to approve allowing William Nemec to run a private water/sewer line within the City's Road right-of-way on S Eyder Ave from Maple St to his property on 216 S Eyder. Carried

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

15. Fire Department updates: Chassis is still on schedule for being built for the end of the month. Working on getting the equipment ordered for the truck. Got a new UTV that was purchased with fundraiser funds, and they got the trailer ordered. Junior firefighter just finished his fire fighter 1 course and then he is going to take the state test to get State certified, and they just got another application for another junior firefighter.

16. Police Department Updates:

Calls for Service	<u>2024</u>	<u>2023</u>
Nov	119	134
YTD	1686	1748

All set for the Christmas parade this coming Friday. Chief Hauschild met with the building owner on S Avon and thanked him for removing the property. 234 Shaw property will be coming down this week. 354 S Avon is now the City's and Heizler has been in touch with Xcel to get the lines removed and disconnected and then they will get things set up to take down that house.

New truck was picked up on Monday and they got it down to Belco so hoping it will be back and on the road next week.

The intern is doing well, thinks he would be a great fit, he is going to enroll to a 2 year college and then Hauschild agreed to sponsor him through the academy upon completion of program.

Neil Holm is going to retire at the end of December, so we have an ad out. Hoping to have interviews in January.

#### **Licensing/Permits – Brzeskiewicz** **Personnel/Budget/Finance – Clark**

17. Discussion/Action regarding 2025 Water/Sewer Budget. Kosmer provided the numbers to the Council and indicated right now there is not an increase but the percentage increase is to adjust for the actual rate increase that was approved by the PSC that was effective 3/1/24. The 2024 budget only had a 2% increase for water rates when an 8% was approved, so that is why they see the 6 percent increase for the water rates. Kosmer questioned in the council would like to file another simplified rate case to increase rates that would be effective 3/1/25 and they agreed to do so. They also will do a 2% increase for sewer rates.

Clark/Klimowski moved to approve the 2025 Water/Sewer Budget with a simplified rate case to be filed to increase water and potentially fire rates and a 2% increase to sewer rates. Carried

#### **Legal** **City Council**

18. Council Update

Mark Brzeskiewicz – Gave a brief IDC Update

Stephan – asked about BART contribution 2025. Kosmer indicated with health insurance figures we could not give any more, it will be the same \$10,000 contribution.

19. Clark moved for adjournment: Time: 6:35pm

  
Shelby Kosmer  
Clerk/Treasurer