

**City of Phillips**  
**Committee of the Whole Meeting & Public Hearing**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**April 1<sup>st</sup>, 2025**  
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)(e) Competitive or Bargaining Reasons. Deliberating of or negotiation for purchase of public properties, investment of public funds, or conduct of other specific public business, whenever competitive or bargaining reasons require a closed session: Price County United Limited (PCUL) Lease Proposal received for Elk Lake Park parking lot, and Wis. Stat. Section 19.85(1)(g) Conferring with Counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation: Price County United Limited (PCUL) Lease Proposal received for Elk Lake Park parking lot and pursuing eminent domain for the Elk Lake Park parking lot section owned by Price County United Limited.

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 25-002: Section 82-42 CHICKEN ORDINANCE: Allowing Chickens within the City limits. Time \_\_\_\_
2. Motion to close public hearing. Time \_\_\_\_
3. Action regarding the amendment of Ordinance 25-002: Section 82-42 CHICKEN ORDINANCE

Public Comment:

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

4. Set next month’s meeting date and time: Tuesday May 6<sup>th</sup>, 2025, at 5:30 p.m.

5. Motion to approve the minutes from the March 4<sup>th</sup>, 2025, meeting.
6. Mayor updates:
7. Clerk updates:

a) Provide 2024 Audit Information to Council

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

8. DPW and Water/Sewer Updates
9. Fifield/Ash Street Reconstruction Updates:

**Public Safety - Heitkemper**

10. Fire Department updates:

11. Police Department Updates:

**Licensing/Permits – Brzeskiewicz**

12. Discussion/Action regarding short term rentals, such as Airbnb and VRBO, potential ordinance for permitting and regulation

**Personnel/Budget/Finance – Clark**

**Legal**

13. Discussion/Action regarding Lease Proposal from Price County United Limited (PCUL) for the section of parking lot at Elk Lake Park.
14. Discussion/Action regarding Resolution 1237 Resolution Declaring Determination of Necessity to acquire property within the City of Phillips

**City Council**

15. Council Update
16. Convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(e) Competitive or Bargaining Reasons and Wis. Stat. Section 19.85(1)(g) Conferring with Counsel for Price County United Limited (PCUL) Lease Proposal received for Elk Lake Park parking lot and pursuing eminent domain for the Elk Lake Park parking lot section owned by Price County United Limited.  
Jerry Clark\_\_\_ Richard Heitkemper \_\_\_ Mark Brzeskiewicz \_\_\_ Marty Stephan \_\_\_ Bill Elliott \_\_\_ John Klimowski \_\_\_. Time\_\_\_\_\_
17. Reconvene into open session. Authority: Wisconsin 19.85(2). Jerry Clark\_\_\_ Richard Heitkemper \_\_\_ Mark Brzeskiewicz \_\_\_ Marty Stephan \_\_\_ Bill Elliott \_\_\_ John Klimowski \_\_\_. Time: \_\_\_\_
18. Motion on the subject of the closed session.

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

Committee of the Whole  
Meeting Minutes  
April 1<sup>st</sup>, 2025

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: Justin Schuenemann, Stacy Pomeroy, Jim Heizler, Mark Pomeroy, David Lontcoski, Travis Abraham, Michael Hauschild, Greg Meskill, Bryan Weisrock, Lynn Beck, Thomas LaVenture, Aimee Heizler, Lyn Ludwig, Cheryl Moore, Blake Pluemer, Joe Perkins, Patty Stephan, Michael Selkow, Keagan Anderson.

1. Klimowski/ Clark moved to open public hearing for discussion on Ordinance 25-002: Section 82-42 CHICKEN ORDINANCE: Allowing Chickens within the City limits. Time 5:32pm Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

Greg Meskill questioned if they can allow chickens without needing a permit. City attorney stated we need the permit to allow for compliance. There was some discussion regarding changes to the presented ordinance, for the number of chickens allowed, who will enforce it, registering with DATCP, setbacks and neighborhood notification, as well as the fees for a renewal application versus and initial.

2. Clark/ Brzeskiewicz moved to close public hearing. Time 6:18pm. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
3. Action regarding the amendment of Ordinance 25-002: Section 82-42 CHICKEN ORDINANCE. A new draft ordinance will be presented at the 4/8 Common Council meeting.

Public Comment: Patty Stephan had a question regarding handicap parking spaces on Highway 13 in the downtown business area. Lyn Ludwig spoke to request the City dismiss the resolution #1237 or table and to look at what's at risk for the community if the Council moves forward with the eminent domain process.

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

4. Set next month's meeting date and time: Tuesday May 6<sup>th</sup>, 2025, at 5:30 p.m.
5. Elliott/ Klimowski moved to approve the minutes from the March 4<sup>th</sup>, 2025, meeting. Carried
6. Mayor updates: None
7. Clerk updates: Kosmer handed out information on the Green Tier Legacy Committee that the City is a part of and asked for a few members of the council to consider being on a committee to help her with this project. Kosmer showed the annual information that the program requests and we need to have some council members involved to help determine where the City should focus their sustainability goals.
  - a) Provide 2024 Audit Information to Council: Kosmer provided the Council with the letter from the auditor and will be posted the completed 2024 audit on the City of Phillips website.

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

8. DPW and Water/Sewer Updates

Water/Sewer: Been doing a lot of building inspections for cross-connections. Did have a water leak on the corner of Turner and Ash Street that was repaired.

DPW: Heizler informed the Council that the grader repair cost was \$16,448.14 and he will be going to the April 15<sup>th</sup> Town of Worcester meeting to present the repair costs. April 30<sup>th</sup> is a pre-construction meeting for the Highway 13 Project from County Rd D to County Rd F.

9. Fifield/Ash Street Reconstruction Updates: No updates

### **Public Safety - Heitkemper**

10. Fire Department updates: The back up engine was repaired and is back in service. Provided a summary of the 1<sup>st</sup> quarter fire calls. Looking to implement a ordinance for false fire alarms has they have had an increase in these calls.

11. Police Department Updates:

Calls for service	2023	2024
March	177	152
YTD	486	444

The newest hire has resigned. On March 18<sup>th</sup> they hired a new part-timer so they will be getting him trained. March 23<sup>rd</sup> there was a drug overdose call.

### **Licensing/Permits – Brzeskiewicz**

12. Discussion/Action regarding short term rentals, such as Airbnb and VRBO, potential ordinance for permitting and regulation. Council member Heitkemper spoke regarding this topic. There is an uptick in housing being converted to short-term rentals and this is taking away from our workforce housing. He believes we should look at creating an ordinance to better regulate this and many other municipalities are doing the same thing. Kosmer received a bunch of sample ordinances for review, Brzeskiewicz suggested the Licensing Board have a meeting to review the samples and come up with a potential draft ordinance to bring back to the council.

### **Personnel/Budget/Finance – Clark**

#### **Legal**

13. Discussion/Action regarding Lease Proposal from Price County United Limited (PCUL) for the section of parking lot at Elk Lake Park. PCUL provided the council with a revised 2-year lease. The council is looking for a longer-term lease than this and was hoping for a minimum of 25 years. The council and PCUL discussed some of the terms of the presented lease such as the work group requirement in the lease and the time frame of the lease.  
Klimowski. / Brzeskiewicz moved to reject the April 1<sup>st</sup> lease presented. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried
14. Discussion/Action regarding Resolution 1237 Resolution Declaring Determination of Necessity to acquire property within the City of Phillips. Price County United Limited (PCUL) requested the City not pursue this option.  
Heitkemper/ Brzeskiewicz moved to table Resolution #1237 until City Attorney Bryce Schoenborn comes back with new lease language. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

### **City Council**

15. Council Update: Brzeskiewicz will not be here next week, but Bruce Marshall should be bringing some information to the next meeting regarding the annexation for North of town.
16. Klimowski/ Brzeskiewicz moved to convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(e) Competitive or Bargaining Reasons and Wis. Stat. Section 19.85(1)(g) Conferring

with Counsel for Price County United Limited (PCUL) Lease Proposal received for Elk Lake Park parking lot and pursuing eminent domain for the Elk Lake Park parking lot section owned by Price County United Limited.

Jerry Clark – aye. Richard Heitkemper – aye, Mark Brzeskiewicz – aye, Marty Stephan – aye, Bill Elliott – aye, John Klimowski – aye. Time 7:27pm

17. Elliott/ Brzewsikiewicz 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 7:38pm

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

19. Clark moved for adjournment: Time: 7:38pm

  
Shelby Kosmer  
Clerk/Treasurer