

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
July 1st, 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 Committee of the Whole will convene into closed session pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – Police Department – Police Officer Interviews

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 5th, 2025, at 5:30 p.m.
2. Motion to approve the minutes from the June 3rd, 2025, meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action: Presentation for TIF update and future steps towards the affordable housing extension and future closures: Adam Ruechel-Baird

Board of Public Works/Recreation –Klimowski/Elliott

6. DPW and Water/Sewer Updates

7. Fifield/Ash Street Reconstruction Updates:

8. Discussion/Action regarding sidewalk project for downtown from Maple Street to Elm:
a) Contract with Ayres for Downtown Sidewalk Reconstruction Professional Services

Public Safety - Heitkemper

9. Fire Department updates:

10. Police Department Updates:

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

Legal
City Council

11. Council Update

12. Convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – Police Department – Police Officer Interviews.

Jerry Clark ___ Richard Heitkemper ___ Mark Brzeskiewicz ___ Marty Stephan ___ Bill Elliott ___
John Klimowski ___. Time _____

13. Reconvene into open session. Authority: Wisconsin §19.85(2). Jerry Clark ___ Richard Heitkemper ___ Mark Brzeskiewicz ___ Marty Stephan ___ Bill Elliott ___ John Klimowski ___. Time: _____

14. Motion on the subject of the closed session.

15. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
July 1st, 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, (arrived 6:12pm) Mark Brzeskiewicz, Marty Stephan, Bill Elliott, John Klimowski, Bryce Schoenborn and Shelby Kosmer

Also Present: Bill McCormick, Rachel McCormick, Nick Trimmer, Baine Peterson, Michael Hauschild, Todd Toelle, Jim Heizler, Jody Kozak, Justin Scheunemann, Travis Abraham, David Lontcoski, Lauren Ball, Mike Ball, Frank Dennee, Gayle Staroba, Shirley Smith, Patty Stephan, Lynne Bohn, Davette Hrabak, Judy Hayton, John Baxter, Anne Baxter, Adam Ruechel. Lyn Ludwig

Public Comment: Lynne Bohn spoke on behalf of Paul Lauro requesting an addition be added to the minutes regarding the liability of adding the terrace. After discussion with the Council it was determined that it was for the 6/10 minutes not the June 3rd that we would be approving tonight. She also questioned if they would be able to view the design of the slope when Ayres is finished. Anne Baxter asked why the parade route was moved, Chief Hauschild explained the construction project had thought they may have had to detour on 13, which than would have then interfered with the parade route detour.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday August 5th, 2025, at 5:30 p.m.
2. Elliott/ Klimowski moved to approve the minutes from the June 3rd, 2025, meeting.
3. Mayor updates: None
4. Clerk updates: None
5. Discussion/Action: Presentation for TIF update and future steps towards the affordable housing extension and future closures: Adam Ruechel-Baird:

Adam Ruechel from Baird works specifically with Tax Increment Financing (TIF) and he provided a presentation to the Council that addressed the current status of TID's 3&4 and then some options and timelines for extending our TIDs (Tax Increment Districts) for a one-year extension that would allow for affordable housing projects. He also presented what Tax Increment Financing is and how Tax Increment District works and what types of TID's there are as far as use of the districts (residential, blighted, industrials, or mixed used) and then how the financing works and the benefits of utilizing this type of program.

Board of Public Works/Recreation –Klimowski/Elliott

6. DPW and Water/Sewer Updates
DPW: 2 decorative poles got hit during the downtown constructions as well as Chippewa Concrete ripped out some electrical wires for our street light lights on the South end of town. Other than that they are working on getting ready for the fourth.
Water/Sewer: Going well but we have received a lot of rain, but the plant is running well.
7. Fifield/Ash Street Reconstruction Updates: Justin from Ayres had the walk through with DNR this morning. Overall ready to move towards closing out this project.
8. Discussion/Action regarding sidewalk project for downtown from Maple Street to Elm:
 - a)Contract with Ayres for Downtown Sidewalk Reconstruction Professional Services. This is the contract discussed regarding the scope of the work Aryes would provide for design plans and any grant administration work they would do for the project. Ayres estimated \$17,800 in grant administration fees for applying for the DOT TAP grant; however, this would only be charged if the City directed Ayres to apply for and carry out the project utilizing the grant. Right now, the earliest construction could occur if utilizing the DOT TAP grant is fall of 2026. You cannot do work prior to being awarded and then be reimbursed. The DOT TAP grant is a very competitive grant, and Ayres

felt our project would not score high enough to be awarded, fixing the sidewalks is an eligible project but the overall purpose of this particular grant is to reduce vehicle traffic and open trail systems. At that point Lyn Ludwig had arrived and spoke regarding the City utilizing her idea of adding a bike corridor in the alley and perhaps that would make the grant more competitive as Price County United Limited did apply for this grant in 2023 but was not awarded. Council discussed the desire to get the project done in 2025 yet to limit the financial impact the businesses are facing currently so that they do not have impacted foot traffic two years in a row. Council would like the contract presented to have some language in there that if Ayres does not proceed with the Tap grant, that we would not be charged for those grant administrative services.

Stephan/ Elliott moved to approve the contract with Ayres to provide professional service for the downtown sidewalk reconstruction with an amendment to the contract to be reviewed next week to correct the language regarding billing for any grant work. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz -aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

Public Safety - Heitkemper

9. Fire Department updates: Very busy, up to 62 calls for the year, total calls for 2024 were 82. Got the fireworks ready for Friday, the primer is out of the main engine and that is scheduled for repair. Update on the new fire truck, delivery is pushed out to December. Moose bingo at the hall on the 3rd Saturday of July and the Mayor and Police Chief will be in the dunk tank at their Fire fundraiser on 7/26.

10. Police Department Updates:

Calls for service	2025	2024
June	203	156
YTD	1058	953

Bids are due July 7th at 3pm for the cleanup of 354 S Avon property. Getting the parade and the Spirit of America routes and getting ready. The Chief provided a summary of some search warrants executed with the assistance of the Sheriff's Department. There was extensive collaboration between the two departments on these drug search warrants. 7 people were taken into custody, and a total of 112 charges will be being referred to the DA's office. Hauschild expressed frustration that these officers are facing many long hours and being away from their families and the legal system needs to start getting serious about these crimes and the community needs to come together to put pressure on the judge and district attorney. It takes the people from the community to put pressure on them to get them to charge the individuals and not just let them back out on the street.

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

Legal

City Council

11. Council Update: None

12. Klimowski/Brzeskiewicz moved to convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – Police Department – Police Officer Interviews. Jerry Clark- aye, Richard Heitkemper – absent, Mark Brzeskiewicz – aye, Marty Stephan – aye, Bill Elliott -aye, John Klimowski – aye. Time 6:32pm

13. Clark/Brzeskiewicz 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: 7:12pm

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

15. Clark moved for adjournment: Time: 7:12pm


Shelby Kosmer
Clerk/Treasurer