

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
January 6th, 2026
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 ____.

Public Comment:

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month’s meeting date and time: Tuesday February 3rd, 2026, at 5:30 p.m.
2. Motion to approve the minutes from the December 2nd, 2025, meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action regarding approval of 2026 Election Workers

Board of Public Works/Recreation –Klimowski/Elliott

6. DPW and Water/Sewer Updates

Public Safety - Heitkemper

7. Fire Department updates:

8. Police Department Updates:

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

9. Discussion/Action regarding creation of a library building maintenance fund as requested by the Phillips Public Library.

Legal
City Council

10. Council Update

11. Adjournment: Time: _____

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: Michael Hauschild, Todd Toelle, Jim Heizler, Travis Abraham, Jody Kozak, David Lontcoski, Patty Stephan, Becky Puhl, Bruce Marshall, Jeanna Clark, Brianna McArthur, Johnathan McArthur, Thomas LaVenture and August Mayer.

Public Comment: None

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday February 3rd, 2026, at 5:30 p.m.
2. Stephan Elliott moved to approve the minutes from the December 2nd, 2025, meeting. Carried
3. Mayor updates: None
4. Clerk updates: Working on collecting taxes and water bills. We do have a new audit firm this year as the previous one sold to this new business.
5. Heitkemper/Klimowski moved to approve the 2026 Election Workers presented. Carried

Board of Public Works/Recreation –Klimowski/Elliott

6. DPW and Water/Sewer Updates
DPW: working on plowing snow and day to day operations.
Water/Sewer: been chipping ice in the tanks, the plant is running good. Working on some year end paperwork and preparing for the audit as well.

Public Safety - Heitkemper

7. Fire Department updates: The new truck has arrived and they are working on getting the equipment on there and getting members trained so it will be able to go out on calls. Hoping to be in service within the next few weeks. Had 116 calls for the year 2025, Lontcoski presented a breakdown of calls by township.
8. Police Department Updates:
Calls for Services 2025 2024
 Dec 242 112
 YTD 2188 1793

They are currently full staff at this time, they will be having an officer out on leaving for the birth of their child coming up. Hire Robert Caylor for a part-time employee. Things have been running smooth.

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

9. Discussion/Action regarding creation of a library building maintenance fund as requested by the Phillips Public Library. Bruce Marshall – treasurer for the library board and Becky Puhl were in attendance to ask for the amount the library came in under budget for 2025, estimated at \$15,000, would be set aside in a special bank account to be used in the future for a capital expense fund. This

would solely be for unbudgeted emergencies for the building, not operation and not for their planned renovations.

Brzeskiewicz/ Heitkemper moved to proceed with the creation of a Capital Expenditure Fund for the library for the amount they were under budget in 2025, not to exceed \$16,500. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – aye, Stephan – aye, Elliott – aye, Klimowski – aye. Motion Carried

Legal
City Council

10. Council Update

Brzeskiewicz: Informed the council of a report that is posted at the Phillips Public Library regarding the EPA Cleanup at the Lionite Property. It is an extensive report of the findings on the property and PCUL is disclosing the information as they are required to and information about abatement of contaminants. Just wanted to other council member to be informed that this report is out there.

11. Klimowski moved for adjournment: Time: 6:09pm



Shelby Kosmer
City Clerk/Treasurer