

**City of Phillips**  
**Committee of the Whole Meeting**  
Municipal Building, Municipal Hall  
174 S Eyder Avenue  
**April 7<sup>th</sup>, 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 May 5<sup>th</sup>, 2026, at 5:30 p.m.
2. Motion to approve the minutes from the March 3<sup>rd</sup>, 2026, meeting.
3. Mayor updates:
4. Clerk updates:

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

5. DPW and Water/Sewer Updates
6. Discussion/Potential Action quotes received for Dump truck
7. Discussion/Potential Action regarding Sanitary Landfill monitoring contract with Ayres Associates

**Public Safety - Heitkemper**

8. Fire Department updates:

9. Police Department Updates:

**Licensing/Permits – Brzeskiewicz**

**Personnel/Budget/Finance – Clark**

**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: Jim Heizler, Michael Hauschild, Travis Abraham, Jody Kozak, Patty Stephan, Thomas LaVenture, Justin Schuenemann, Jeana Clark

Public Comment: None

**DISCUSSION-ACTION ITEMS:**

**General-Mayor/Clerk**

1. Set next month's meeting date and time: Tuesday May 5<sup>th</sup>, 2026, at 5:30 p.m. Mark B will be gone and Richard may be gone as well.
2. Clark/Elliott moved to approve the minutes from the March 3<sup>rd</sup>, 2026, meeting. Carried
3. Mayor updates: Good luck to everyone running today for election
4. Clerk updates: None

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

5. DPW and Water/Sewer Updates  
DPW: snowblower broke down, the clutch went out on it, it'll be 5400 to replace. Been doing some spring cleanup now that the snow has been disappearing. Water sewer has been working on locates.
6. Discussion/Potential Action quotes received for Dump truck. Jim Heizler handed out the quotes he had received for a single axle dump truck. The 2025 I-State truck, that price listed would go up because you would have a couple thousand for a hitch. Any new trucks ordered after august of 2026 are not price protected. Kosmer will look into the financing and bring information back to the council, likely in May.
7. Discussion/Potential Action regarding Sanitary Landfill monitoring contract with Ayres Associates  
We have been completing the landfill sampling for many years but there was no contract that we could find. It made sense to each year put together the cost. The cost is wrong in that landfill annual amount the correct price is \$7,600. We are required by the DNR to provide the minimum monitoring of the old landfill site for ground water and landfill gas.  
Heitkemper/ Elliott moved to recommend to council approve the sanitary landfill monitoring contract with ayres associates with the price correction. Carried

**Public Safety - Heitkemper**

8. Fire Department updates:  
Handed out the number of calls year and breakdown for each town. J&M display requested their tubes back for the firework display as they were loaning them to the city.
9. Police Department Updates:  
Calls for service    2026    2025  
    March    161    179  
    YTD    555    486

Part-timer Brayden Revak, he is in jail academy he will graduate that in May and then begin the police academy and done with that in September. He has been training with the PD on his days off.

**Licensing/Permits – Brzeskiewicz**

**Personnel/Budget/Finance – Clark**

**Legal**

**City Council**

10. Council Update: Mark Brzeskiewicz – Phillips area development had their first meeting last week and that went really well. Their next meeting they are hoping to prioritize the direction of where the group is going to focus their efforts, and they will have another meeting in June  
Marty: BART meeting yesterday, everything went well.

11. Clark moved for adjournment: Time: 5:50pm



Shelby Kosmer  
City Clerk/Treasurer