

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
July 7th, 2026
5:30 pm

Mayor: Charles Peterson

Committee Members: Jeana Clark, Richard Heitkemper, Mark Brzeskiewicz, Johnathan McArthur, 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 ____, Jeana Clark ____, Richard Heitkemper ____, Mark Brzeskiewicz ____, Johnathan McArthur ____, Bill Elliott ____, John Klimowski ____.

Public Comment:

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month’s meeting date and time: Tuesday August 4th, 2026, at 5:30 p.m.
2. Motion to approve the minutes from the June 2nd, 2026, meeting.
3. Mayor updates:
4. Clerk updates:

Public Safety - Heitkemper

5. Fire Department updates:
6. Police Department Updates:

Board of Public Works/Recreation –Klimowski/Elliott

7. DPW and Water/Sewer Updates
8. North Annex Water Loop Project Updates:
 - a) Discussion/Action regarding Pay Request #3 from Ritola Inc for the North Annex Water Loop Project in the amount of \$133,487.94.
9. Avon Ave Reconstruction Project Updates:
10. Pay request #4 for the Downtown Sidewalk Project from Pavement Consulting Services in the amount of \$21,738.44.
11. Discussion/Potential Action: Price County United Limited (PCUL) requesting permission for the exploration of PCUL designing a Boathouse complex on the City of Phillips property, South of boat landing located on Duroy Lake below Bostrom Park.
12. Discussion/Potential Action: Price County United Limited (PCUL) is requesting discussion of strategic leads for PCUL, the City, Kansas State University (KSU) and the role Kristen Fish-Peterson could play.
 - a) Proposal from Kristen Fish-Peterson with Redevelopment Resources for providing services.

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Brzeskiewicz

Legal

City Council

13. Council Update

14. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
July 7th, 2026

Mayor Charles Peterson called the meeting of the Committee of the Whole to order at 5:30 p.m.

Members Present: Jeana Clark, Richard Heitkemper, Johnathan McArthur, Bill Elliott, John Klimowski, Bryce Schoenborn and Shelby Kosmer

Also Present: Todd Toelle, Blaine Peterson, Michael Hauschild, Jim Heizler, Justin Schuenemann, Travis Abraham, Jody Kozak, David Lontcoski, John Baxter, Anne Baxter, Barb Alm, Patty Stephan, Shirley Smith, Samantha Anderson, Thomas LaVenture.

Public Comment: Samantha Anderson, spoke that there is not enough opportunities to thank the Mayor for everything that he does and she provided a card, and a cherry pie. Samantha also brought up a tree conservation program regarding replacing trees damaged and then discussed the coroner position and wanted to encourage the public to consider some things when considering the coroner position. Ludwig spoke regarding Price County United Limited (PCUL) and gave an update that PCUL was selected for and EPA Multipurpose and a Minnesota Thriving Communities Grant.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday August 4th, 2026, at 5:30 p.m.
2. Klimowski/McArthur moved to approve the minutes from the June 2nd, 2026, meeting. Carried
3. Mayor updates: Spoke regarding all the positive things he has heard about the 4th of July celebration.
4. Clerk updates: No updates.

Public Safety - Heitkemper

5. Fire Department updates: Presented the Council with an updated graph for the year-to-date response calls. Currently at 54 calls for the year. All lift assists have been provided to private residents. Clark asked if this is a normal number of accidents, Lontcoski was unsure. Spoke about higher number of calls for drownings. Questioned about the plan for Winterfest fireworks. All trucks have been repaired.

6. Police Department Updates:

Calls for Service:	<u>2026</u>	<u>2025</u>
June	184	208
YTD	1176	1117

Parade and weekend went well, had great coordination with Chamber and DPW for set up and take down, assisted the Chamber with the parking during the music. Do have a part time candidate, Lt Peterson is working on his background check, and he has been partaking in ride alongs. Revak should be graduating from the academy in September.

Board of Public Works/Recreation –Klimowski/Elliott

7. DPW and Water/Sewer Updates:

DPW: bathrooms at pavilion were all plugged up during the parade, the pump down at the park was plugged up, thanks to Elk River Septic for delivery more porta-potties as they had to shut down the bathrooms for the weekend.

Water/Sewer: Had a bad month, the raw sewage pump went out. Primary tank chains came off again, we are going to purchase the primary flight chains and install them ourselves, this will save them about 14k dollars. Finished up reading water meters. Still out and about changing water meters and doing cross connections inspections. Did get in contact with Tony Budaj whose brother owns some

land, waiting to hear back from him regarding the sludge hauling location. Still looking for land to purchase as that would be best case scenario to retain for future.

8. North Annex Water Loop Project Updates: This is the next progress payment. All but line 5 is exact/full quantity, there will be another pay request next month. Another note, the City joined the green tier legacy resulting in another 24k in grant versus loan due to being in this program. Peterson gave kudos to Kosmer for partaking in the administration part of that program to be able to get this benefit.
 - a) McArthur/ Heitkemper moved to recommend to the Common council to approve Pay Request #3 from Ritola Inc for the North Annex Water Loop Project in the amount of \$133,487.94.
Carried
9. Avon Ave Reconstruction Project Updates: Last week Ayres submitted the SDWL (Safe Drinking Water Loan) application and they should hear back about November if accepted or not.
10. Clark/ McArthur moved to recommended to the Common Council to approve pay request #4 for the Downtown Sidewalk Project from Pavement Consulting Services in the amount of \$21,738.44.
Carried
Waiting on some lien waivers to close out some documents, there are some areas they need to replace and there is another 1-year warranty. We could hold it open or close out the project and just release the retainage but get it in writing so that they will come back and complete certain items. McArthur thought about holding money, but then Justin stated the company may mobilize this year if that is the case just to close it out and then if something happened, they would come back again. Not a lot out there but there are some cracks and there is one panel that they filled, and it will need to be replaced as the quality was not there.
11. Discussion/Potential Action: Price County United Limited (PCUL) requesting permission for the exploration of PCUL designing a Boathouse complex on the City of Phillips property, South of boat landing located on Duroy Lake below Bostrom Park.

Ludwig reported that PCUL received the Minnesota thriving communities' grant. This is a design only grant, they just heard a month ago that they were selected. PCUL applied for a boathouse in the grant that was on PCUL land; however, PCUL feels that this boathouse would probably be better suited on the City of Phillips property. PCUL feels their land is better for housing and a boathouse and boat storage would block the view of the lake. PCUL would like to place the boathouse on city property, and the boat storage could go into the hillside and down to the lake. PCUL is asking if the council thinks this is worth exploring the boathouse going on the city property. PCUL is willing to allocate \$25-50K of the grant funds received for the design phase of this boathouse, but acknowledged funds do not cover actual construction. Ludwig has several other projects that will also use portions of this grant for design work. Heitkemper expressed concern about maintaining public access to the boat landing, emphasizing its importance as the main launch site and ice fishing access on Duroy Lake. Ludwig clarified she is not requesting purchase of city land, only co-sharing the boathouse.

Council members such as Elliott and McArthur discussed how this could potentially enhance the boat landing area as long as it doesn't affect the access to the landing: while others like Clark and Klimowski commented on PCUL owning property that is very similar and they could just develop on their own land and how the City has seen this same sketch before for the boathouse two other times on other properties. It was addressed that PCUL wants to move the boathouse now because they have plans to monetize the land owned by PCUL which Ludwig acknowledged. Ludwig felt as though maybe they could come back in September, and they can discuss the placement of the boathouse. Mayor Peterson also spoke about Brzeskiewicz being a member of that work group that works with PCUL– and he was against doing anything on city property and would rather her do items on her own property. Peterson there needs to be parameters set for exploring, then the parameters of the buildings could get worked out.

Council asked if Ludwig/ PCUL had any intent to restrict access to the public boat landing or the land; Ludwig assured the City that public access to the land or boat landing would not be restricted and she had no intention of ever giving up public access. Kosmer asked if the grant committee was open to relocating the boathouse from PCUL as listed on the grant application to city land; Ludwig indicated they were fine with that.

Overall, the council seemed receptive to further exploring the idea but recognized concerns about public access, feasibility, and property management would need to be carefully addressed before moving forward.

McArthur/ Elliott moved to allow her permission for the exploration of the boathouse on city of Phillips property and to collaborate with the established government work group to review this for the Minnesota thriving communities grant. Roll call: Clark – opposed, Heitkemper – aye, Brzeskiewicz – absent, McArthur- aye, Elliott – aye, Klimowski – opposed. Motion carried 3-2

12. Discussion/Potential Action: Price County United Limited (PCUL) is requesting discussion of strategic leads for PCUL, the City, Kansas State University (KSU) and the role Kristen Fish-Peterson could play.

- a) Proposal from Kristen Fish-Peterson with Redevelopment Resources for providing services.

Kristen Fish-Peterson was unavailable to connect via phone as she had another meeting she was attending at the same time as we got to this topic. Council received the proposal and reviewed it. Kosmer explained budgets are extremely tight but maybe this is a service that is better suited once we do have a TIF (tax incremental financing) available or other incentives to offer to many developers.

Ludwig told the council that her perspective is that she (Ludwig) is bringing many grants and she owns and is running businesses and you need really intelligent people to handle these grants and that Kristen Fish-Peterson could be the contact for PCUL if the City hired her. Peterson explained that he feels Ludwig feels like we don't know what we are doing and Ludwig felt that the City is not reaching out regarding these free technical assistance programs, such as EPA Water technical assistance, as PCUL needs a storm water management plan for their property. Kosmer will research the ending point of our contact with KSU and send out the information to the Council.

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Brzeskiewicz

Legal

City Council

13. Council Update:

Klimowski hats off to everyone that played a role in the 4th of July festivities.

Heitkemper – wanted to inform the council that he works with a group of guys that do some fundraising for camp Hackett and they will have their 4th annual Sunday of Labor Day weekend at Soo Lake Resort please keep in mind.

14. Peterson moved for adjournment: Time: 6:46pm



Shelby Kosmer
City Clerk/Treasurer