

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
August 4, 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 September 1st, 2026, at 5:30 p.m.
2. Motion to approve the minutes from the July 7th, 2026, meeting.
3. Mayor updates:
4. Clerk updates:
5. Introduction to discussion regarding Ordinance regarding exceptions for limits on the number of dogs in the Animal Chapter.

Board of Public Works/Recreation –Klimowski/Elliott

6. DPW and Water/Sewer Updates
7. North Annex Water Loop Project Updates:

- a) Discussion/Action regarding Change Order #2 for the North Annex Water Loop Project with Ritola Inc
 - b) Discussion/Action regarding Pay Request #4 from Ritola Inc for the North Annex Water Loop Project in the amount of \$2,168.43.
8. Avon Ave Reconstruction Project:
9. Discussion/Action regarding a recommendation to the Common Council regarding Resolution #1251: Resolution Declaring Intention to engage in extraterritorial zoning. Wellhead Protection Overlay District
10. Downtown Sidewalks Reconstruction Project:
- a) Memorandum of Understanding for extended Warranty and Remaining Punch List work
 - b) Pay Request #5 from Pavement Consulting Services for the Downtown Sidewalks Reconstruction project in the amount of \$7,636.01.
 - c) Discussion regarding right of way acquisition along Highway 13/ Lake Ave.

Public Safety - Heitkemper

11. Fire Department updates:

12. Police Department Updates:

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Brzeskiewicz

Legal

City Council

13. Council Update

14. Adjournment: Time: _____

Committee of the Whole – Unofficial
Meeting Minutes
August 4th, 2026

Council President Bill Elliott 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: Blaine Peterson, Jim Heizler, Michael Hauschild, Justin Schuenemann, Travis Abraham, Jody Koza, Davette Hrabak, Lynne Bohn, Judy Hayton.

Public Comment: Lynne Bohn spoke regarding the upcoming Price County Garage Sale weekend, also updated that historic clock needs some doors replaced, so at no cost to the City, Glass to Go is going to fix the doors. The final matter she discussed is the downtown sidewalk project as the right-of-way acquisition is on the agenda for a later discussion item. She expressed concerns that business owners are hearing complaints from customers about the boulevard area and have stated they would like to see it ripped out and returned to the previous double step. Also spoke regarding the calculation of the assessment and then they would like to propose passing lanes to ensure ADA compliance instead of having property owners lose a portion of their properties by the City acquiring the portion for the right-of-way.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday September 1st, 2026, at 5:30 p.m.
2. Klimowski/ McArthur moved to approve the minutes from the July 7th, 2026, meeting as corrected.
Carried
3. Mayor updates: None, Peterson was absent
4. Clerk updates: Let council know she did get the members signed up for the League of Wisconsin municipalities Learning Lab, so watch your emails for the instructions for getting logged in.
Reminder, next week's council meeting is in the back training room due to the election.
5. Introduction to discussion regarding Ordinance regarding exceptions for limits on the number of dogs in the Animal Chapter. Kosmer introduced this item as a resident approached her regarding a situation that would put them out of compliance with the limitation of pets per household. The two options are to either ask for the Council not to enforce the current ordinance, or to amend the ordinance to allow a request for an exception. Council was willing to see a draft amendment for what an exception would look like.

Board of Public Works/Recreation –Klimowski/Elliott

6. DPW and Water/Sewer Updates
DPW: Working on the alley behind the fire hall getting that all torn out, should be getting blacktopped this fall.
Water/Sewer: Heizler updated on behalf of Toelle, they are working on meter change outs and got the new chains for the primary flight tanks.
7. North Annex Water Loop Project Updates:
 - a) McArthur/Clark moved to approve Change Order #2 for the North Annex Water Loop Project with Ritola Inc. Carried
 - b) Heitkemper/Clark moved to recommend to the Common Council to approve Pay Request #4 from Ritola Inc for the North Annex Water Loop Project in the amount of \$2,168.43. Carried

8. Avon Ave Reconstruction Project: Working through finalizing design and will have more towards the end of September.
9. Discussion/Action regarding a recommendation to the Common Council regarding Resolution #1251: Resolution Declaring Intention to engage in extraterritorial zoning. Wellhead Protection Overlay District. Brought up some time ago that the City passed the resolution however, there are some pretty strict timelines that need to be met with publishing the original resolution, so this needs to start over as those were not met.
Heitkemper/ Elliott moved to recommend to the Common Council to approve Resolution #1251: Resolution Declaring Intention to engage in extraterritorial zoning, Wellhead Protection Overlay District. Carried
10. Downtown Sidewalks Reconstruction Project:
 - a) Memorandum of Understanding for extended Warranty and Remaining Punch List work. This is the document to be able to close out the final pay request and then provide a final punch list Clark/ Heitkemper moved to recommend to the Common Council to accept the Memorandum of Understanding with Pavement Consulting Services.
 - b) McArthur/ Elliott moved to approve Pay Request #5 from Pavement Consulting Services for the Downtown Sidewalks Reconstruction project in the amount of \$7,636.01. Carried
 - c) Discussion regarding right of way acquisition along Highway 13/ Lake Ave. Ayres worked with Bryce and got him all the legal descriptions of the properties affected, it would require acquiring 2.25' width to bring the right of way to the backside of the sidewalk for the entire length from Subway – to old Wells Fargo Bank, on the west side of the road. Bryce explained the reason Kosmer put this on the agenda is to get this project kick started, there is a portion of the sidewalk that is outside of the right of way. Few ways to solve this matter, one being a new way brought up in public comment is the passing zones, eminent domain, or direct negotiations. Primary question, is this a project the City wants to start right now, we would be doing a lot of direct negotiations, recommendation from Bryce is if you want to start direct negotiations, then next step would be a closed session meeting to discuss what the direct negotiations look like, price and terms, etc. Klimowski reiterated this conversation is just whether we want to move forward with the right of way acquisitions right now not setting the terms. This will be a large undertaking just because there are so many properties. Council directed Kosmer to place this item on the agenda in closed session at the September Committee of the Whole meeting.

Public Safety - Heitkemper

11. Fire Department updates: They are good, Firefest was well attended and had positive feedback for it being down in the park.
12. Police Department Updates:

Calls for service	2026	2025
July	188	220
YTD	1332	1296

Happy to report that on July 31st, the department hired a new part-timer, Ian Johnson. No leads on a new school resource officer yet.
Council thanked Mike for his years of service and wished him a happy retirement!

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Brzeskiewicz

Legal

City Council

13. Council Update: None

14. Elliott moved for adjournment: Time: 5:59pm



Shelby Kosmer
City Clerk/Treasurer