City of Phillips
Committee of the Whole Meeting & Public Hearing
Municipal Building, Municipal Hall
174 S Eyder Avenue
September 1st, 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-Blaine Peterson, 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___.

1. Motion to open the Public Hearing for discussion on the Ordinance 26-003: Amendment to section 82-11 Limitation of Number of Animals per Household. Time: ____

2. Motion to close the Public Hearing. Time: _____

3. Action regarding the Ordinance 26-003: Amendment to section 82-11 Limitation of Number of Animals per Household

Public Comment:

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

4. Set next month's meeting date and time: Tuesday October 6th, 2026, at 5:30 p.m.

5. Motion to approve the minutes from the August 4th, 2026, meeting.

6. Mayor updates:

7. Clerk updates:

8. Discussion/Action regarding closing Avon Ave from Cherry St to Chestnut as well as closing Balsam St, Cherry St and Chestnut St from Hwy 13 to Avon and the intersection of Cherry and Avon for the Phillips Harvest Fest on October 3rd, 2026.

9. Discussion regarding introduction of revision needed for the Recycling Ordinance 8.16

10. Discussion/Action regarding Resolution #1252: TID #3 Termination

11. Discussion/Action regarding Resolution #1253: TID #4 Termination

12. Discussion/Potential action: Approval of appointment of Michelle Edwards to the Phillips Library Board.

Board of Public Works/Recreation –Klimowski/Elliott

13. Discussion/Action regarding recommendation from the Recreation Committee for the updated Lease agreement with Phillips Youth Baseball Inc for the properties at Veterans Memorial Park & Field, 400 Turner St, Forward Park at 115 Ball Park Dr, Dog Park at 125 Ball Park Dr, Auto- Owner's Sullivan, and Podmolik fields, and the shot and discus area.

14. Discussion/Potential Action regarding request from Price County Disc Golf Club for some proposed improvements to the Disc Golf Course located at Elk Lake Park: Little free library concept for discs for public use

15. DPW and Water/Sewer Updates

16. North Annex Water Loop Project Updates:

17. Avon Ave Reconstruction Project:

Public Safety - Heitkemper

18. Fire Department updates:

19. Police Department Updates:

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Brzeskiewicz

20. Discussion/Action regarding recommendation from the Personnel/Budget/Finance Committee regarding making the School Resource officer a full-time position to be funded by cost sharing with the Phillips School District and redirection of City funds that were set for a police secretary position.

21. 2027 Budget Discussion

Legal

City Council

22. Council Update

23. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
September 1st, 2026

Mayor 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: Blaine Peterson, Todd Toelle, Jim Heizler, Justin Schuenemann, Thomas LaVenture, Waldemar Madsen, girlfriend, Beau Stahnke.

1. Heitkemper/ McArthur moved to open the Public Hearing for discussion on the Ordinance 26-003: Amendment to section 82-11 Limitation of Number of Animals per Household. Time: 5:31 Roll call: Clark – aye, Heitkemper – aye, Brzeskiewicz – absent, McArthur – aye, Elliott – aye, Klimowski – aye.
   Waldemar Madsen spoke opposing the ordinance amendment, stating it unfair to impose a tax to continue to pay for the dog additional fee annually once they already own the pet.
   Council members emphasized that this amendment is to allow someone to apply for an exception to the 3 pet per household limit.

2. Elliott/ Clark moved to close the Public Hearing. Time: 5:37pm Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – absent, McArthur – aye, Elliott – aye, Klimowski – aye.

3. Action regarding the Ordinance 26-003: Amendment to section 82-11 Limitation of Number of Animals per Household.
   McArthur/Heitkemper moved to recommend to common council approve ordinance 26-003 Amendment to Section 82-11 Limitation of Number of Animals per Household. Roll call: Clark – aye, Heitkemper – aye, Brzeskiewicz – absent, McArthur – aye, Elliott – aye, Klimowski – aye. Motion Carried

Public Comment: Waldemar Madsen spoke opposing the flock cameras in the City.

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

4. Set next month's meeting date and time: Tuesday October 6th, 2026, at 5:30 p.m.

5. Clark/ Klimowski moved to approve the minutes from the August 4th, 2026, meeting. Carried

6. Mayor updates: No updates

7. Clerk updates: no updates, been working on the budget.

8. Discussion/Action regarding closing Avon Ave from Cherry St to Chestnut as well as closing Balsam St, Cherry St and Chestnut St from Hwy 13 to Avon and the intersection of Cherry and Avon for the Phillips Harvest Fest on October 3rd, 2026.

   Klimowski/ Clark moved to approve the closing of Avon from chestnut to maple, cherry st and half of chestnut to the alley off Avon. As well as the intersection of cherry. Klimowski / Clark moved to amend motion to closing Avon at the fire hall instead of all the way to Maple St. Carried

9. Discussion regarding introduction of revision needed for the Recycling Ordinance 8.16. Kosmer briefly updated the council that there has been a statewide revision to recycling ordinances and the City will need to amend the recycling ordinance here shortly.

10. Discussion/Action regarding Resolution #1252: TID #3 Termination

11. Discussion/Action regarding Resolution #1253: TID #4 Termination

    Klimowski/ Clark moved to recommend to the common council to approve Resolution #1252: TID #3 Termination and Resolution #1253: TID #4 Termination. Roll call: Clark – aye, Heitkemper – aye, Brzeskiewicz – absent, McArthur – aye, Elliott – aye, Klimowski – aye. Motion Carried

12. Discussion/Potential action: Approval of appointment of Michelle Edwards to the Phillips Library Board. The library board was to approve the new member of the board; however, Puhl nor Mark Brzewskiewicz were in attendance to ask if this was brought to the library board.

    Klimowski/ McArthur requested it to be tabled and placed on next week's agenda. Carried

Board of Public Works/Recreation –Klimowski/Elliott

13. Discussion/Action regarding recommendation from the Recreation Committee for the updated Lease agreement with Phillips Youth Baseball Inc for the properties at Veterans Memorial Park & Field, 400 Turner St, Forward Park at 115 Ball Park Dr, Dog Park at 125 Ball Park Dr, Auto- Owner's Sullivan, and Podmolik fields, and the shot and discus area.
    Klimwoski, met last week, Jodi was here and they went line for line. Did add in that they may sublease the pavilion shelter. A few wording changes were made regarding lawn care and trimming maintenance.
    Clark/ McArthur moved to recommend to the Common Council to approve the lease update as amended. Carried

14. Discussion/Potential Action regarding request from Price County Disc Golf Club for some proposed improvements to the Disc Golf Course located at Elk Lake Park: Little free library concept for discs for public use
    Beau Stahnke is part of the Price County Disc Golf Club, started a few years ago to create a league only course in the county, and they do want to help make improvements, they would like to do this free disc library, club will do the building and maintenance and supply it with the disc, then people can get active in the sport, get it on the radar. Council instructed Beau to coordinate with Jim Heizler, Director of Public Works for placement.
    Elliott/ McArthur moved to approve the placement of a little free library for discs at Elk Lake Park. Motion Carried

15. DPW and Water/Sewer Updates:
    DPW: Alley behind the fire hall got paved and the patch on Wyoming got taken care of.
    Water/Sewer: had a good month last month. The estimate to have the primary tanks repaired was about 14k per tank, so it was going to be 29k but Jason Lyon got a business that would sell it directly to us and we did both tanks for $4,500. Broke down the final tanks. Toelle is going to be retiring in March of 2027 and he would like to see about getting a closed session to see if Jason Lyon would be interested in being promoted and then they could proceed with getting an ad out for a water operator.

16. North Annex Water Loop Project Updates: Ready to close out, looking at potentially getting a pay request on next week's agenda for the retainage, grass is coming up and the restoration and other issues have been taken care of.

17. Avon Ave Reconstruction Project: Grant submittal at the end of the month. Will find out this fall.

Public Safety - Heitkemper

18. Fire Department updates:
    McAthur: all 3 trucks passed the pump test, just had a car fire at the school. Other than that, there are no updates.

19. Police Department Updates:

Calls for Service	2026	2025
August	193	167
YTD	1515	1453

Revak and Johnson been in training and both are doing well. Revak will be graduating from the academy at the end of September. Phillips on tap august 15th, handled 7 calls that night and were assisted by sheriff's office, fire dept and state patrol, Event went well.

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Brzeskiewicz

20. Discussion/Action regarding recommendation from the Personnel/Budget/Finance Committee regarding making the School Resource officer a full-time position to be funded by cost sharing with the Phillips School District and redirection of City funds that were set for a police secretary position. Chief Peterson explained the need and discussion for a full-time School Resource Officer and the discussions with the school district. The district approved the cost sharing for this officer. Kosmer explained the current budget has money set aside for a police secretary position, this is position was to be a split position being 60% in the clerk's office then 40% in the police department. Since it's creation, we have not been able to utilize this position to it's original purpose. There is roughly $36k set aside for wages for the secretary, in order to make this new resource officer position, we can reallocate the funds for the secretary and shift the money to police department salaries and then shift some over to the Clerk/Treasurer budget to retain the current deputy Clerk/Treasurer at the current workload. Next steps would be to figure out the language for contracts for the resource officer and then an agreement with the school district.
McArthur/Elliott moved to approve the redirection of City funds that were set aside for a police secretary position to the Police officer and Clerk/Treasurer salaries to allow for a full-time School Resource officer in which the school district of Phillips will cover 75% of this police position, with the language for the contracts to be worked out with City attorney and the parties involved. Roll Call: Clark – aye, Heitkemper – aye, Brzeskiewicz – absent, McArthur – aye, Elliott – aye, Klimowski – aye. Motion Carried

21. 2027 Budget Discussion: Kosmer gave a brief update, there are no real figures in yet as the state doesn't usually release their state aid estimates until the middle of the month and early October. Health insurance figures aren't supposed to be released until mid to end of October. BART bus funding is requesting a $500 increase for cost of services.

Legal

City Council

22. Council Update: Heitkemper gave a brief update for the ambulance: The second rig was in a deer crash and will be out for about 2 weeks for the repairs that are needed. Newest rig is up and running and our funding for the ambulance service with the 3rd party billing is fantastic.
Also, Labor Day Sunday there is a fundraiser for camp Hacket, fantastic raffle prizes so they encourage people to come support, last year they raised 26k.
Elliott congratulated Dick on going on the honor flight.

23. Mayor Peterson adjourned the meeting: Time: 6:49pm

Shelby Kosmer
City Clerk/Treasurer