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

Following the open session of the meeting the Common Council will convene into closed session pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body. – Considering replacement of retiring Water/Sewer Superintendent from within.

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 November 3rd, 2026, at 5:30 p.m.

2. Motion to approve the minutes from the September 1st, 2026, meeting.

3. Mayor updates:

4. Clerk updates:

Board of Public Works/Recreation –Klimowski/Elliott

5. DPW and Water/Sewer Updates

6. Discussion/action Permanently enclosing the small pavilion for use as a skating rink warming house at 595 Cty Rd H.

7. North Annex Water Loop Project Updates:
    a) Discussion/Action regarding Final Pay Request #5 from Ritola Inc for the North Annex Water Loop Project in the amount of $7,141.71.

8. Avon Ave Reconstruction Project:

Public Safety - Heitkemper

9. Fire Department updates:

10. Police Department Updates:

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Brzeskiewicz

11. 2027 Budget Discussion

Legal

City Council

12. Council Update

13. Convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – Considering replacement of retiring Water/Sewer Superintendent from within. Jeana Clark___ Richard Heitkemper ___ Mark Brzeskiewicz ___ Johnathan McArthur ___ Bill Elliott ___ John Klimowski ___. Time____

14. Reconvene into open session. Authority: Wisconsin §19.85(2). Jeana Clark___ Richard Heitkemper ___ Mark Brzeskiewicz ___ Johnathan McArthur___ Bill Elliott ___ John Klimowski ___. Time: ___

15. Motion on the subject of the closed session

16. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
October 6th, 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 Marcie Bogdanovic
Also Present: Blaine Peterson, Todd Toelle, Jim Heizler, David Lontcoski, Justin Schuenemann, Greg Carr, Thomas LaVenture, John & Anne Baxter

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday November 3rd, 2026, at 5:30 p.m. This meeting will be held in the Training Room, as it's Election Day.

2. Klimowski/Heitkemper moved to approve the minutes from the September 1st, 2026, meeting. Carried

3. Mayor updates: Shelby had her baby and will be out on maternity leave.

4. Clerk updates: no updates.

Board of Public Works/Recreation –Klimowski/Elliott

5. DPW and Water Sewer Updates. Water/Sewer has been flushing water/sewer lines, readings were finished up last month, and they have been changing meters. PFAS testing has been off and can't be spread until the problem is resolved. The DNR has stated that most of the state is having problems with this. DPW has been helping with the flushing of water/sewer lines, sidewalks have been sealed, a collapsed culvert was replaced on Park Drive, and they have been sweeping the streets.

6. Discussion/Action regarding permanently enclosing the small pavilion for use as a skating rink warming house at 595 County Rd H. Heizler pointed out that it costs approximately $1300 in labor annually to assemble and disassemble the walls of the warming house and suggested that they permanently enclose it. Heitkemper suggested putting insulated garage doors on two sides of the building and enclosing the remainder so that it would still be a partially open-air pavilion in the summer. Discussion was tabled until next month so that this can be investigated.

7. North Annex Water Loop Project Updates:
    a. Discussion/Action regarding Final Pay Request #5 from Ritola Inc for the North Annex Water Loop Project in the amount of $7141.71. Klimowski stated that the project stayed withing $1000 of budget. Schuenemann stated that 70% of the project was grand funded. Heitkemper/Elliott moved to recommend to the Common Council to approve Final Pay Request #5 from Ritola Inc for the North Annex Water Loop Project in the amount of $7141.71. Carried

8. Avon Ave Reconstruction Project: Per Schuenemann, this is on hold right now while quality control checks are being done. When this is complete, bidding will be opened.

Public Safety – Heitkemper

9. Fire Department updates:
   The Open House during the Harvest Festival received a good turnout. There are a few repairs on the truck and around the firehouse that they are working on. There is a meat raffle at The 173, benefitting the Fire Department, being held this weekend. The Fire Department will be attending Fire Safety Day at the school tomorrow.

10. Police Department Updates:

Calls for Service	2026	2025
September	157	190
YTD	1700	1693

Officer Revak graduated from the academy at the end of September, which Chief Peterson was able to attend. Officer Revak has been promoted to full-time. There is one candidate for the school resource officer.

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Brzeskiewicz

11. 2027 Budget Discussion: The health insurance that the City is utilizing now is going to increase 20%. We are actively looking into other options. The general transportation aid has decreased by about $12,000.

Legal

City Council

12. McArthur stated that Fall Harvest was a success, although the numbers were down due to the weather. Last year was approximately 2500-3000, while this year was approximately 2200. He feels that the Festival needs to be moved downtown next year, with Hwy 13 being closed for the day. He stated that he is working on a list of pros and cons for this discussion.

13. Klimowski/McArthur moved to convene into closed session. Authority: Pursuant to Wis. Stat. Section 19.85(1)(c) Compensation and Evaluation – Considering replacement of retiring Water/Sewer Superintendent from within.
    Jeana Clark – aye, Richard Heitkemper -aye, Mark Brzeskiewicz – absent, Johnathan McArthur – aye, Bill Elliott – aye, John Klimowski – aye. Time 5:58pm

14. Clark/ Heitkemper moved to reconvene into open session. Authority: Wisconsin 19.85(2). Jeana Clark – aye, Richard Heitkemper -aye, Mark Brzeskiewicz – absent, Johnathan McArthur – aye, Bill Elliott – aye, John Klimowski – aye. Time 6:10pm

15. Motion on subject of the closed session. Heitkemper/McArthur moved to hire from within the Water/Sewer Department and promote Jason Lyon and make an internal post for a water/sewer operator. Roll call: Clark – aye, Heitkemper – aye, Brzeskiewicz – absent, McArthur – aye, Elliott – aye, Klimowski – aye. Motion Carried

16. Mayor Peterson adjourned the meeting: Time: 6:12pm

Marcie Bogdanovic
Marcie Bogdanovic
City Deputy Clerk/Treasurer