

**AGENDA**

**NOTICE IS HEREBY GIVEN**, that the Common Council of the City of Brillion will meet on **Monday, January 22, 2024 at 6:30pm**, for the purpose of conducting the regular business of the City as per following agenda. The meeting will be held in the Council Chamber at the **Brillion City Center**, at 201 N Main Street, Brillion, WI, which is ADA accessible.

**FURTHER NOTICE IS GIVEN**, that the Committee of the Whole may or may not go into closed session per WSS 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

**Join Zoom Meeting**

<https://us06web.zoom.us/j/84733964771?pwd=WnJicXBIOHF0TzJlMjNjUGF1TkxiQT09>

**Phone 312 626 6799**

**Meeting ID: 847 3396 4771**

**Passcode: 823637**

1. Call to order and Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes – January 8, 2023
5. Public Appearances

**A. Citizen Input**

*This is the section on the agenda where the public can address the Council with their concerns. Although the public may speak on any item that is not included on the agenda as a 'Public Hearing or Forum', the Council may not respond or discuss the issue brought forward at this time. In accordance with open meeting laws the Council must notice an item on the agenda to allow discussion on that matter. Citizen comments will be considered and may be placed on a future agenda for further discussion, or the Council may direct staff to research and respond directly to the citizen at a later time.*

6. Public Hearings
7. Presentations/Proclamations
8. Appointments
  1. Tourism Committee – Michael Ebert
9. Consent Agenda

**A. Acceptance of Minutes**

1. Brillion Housing Authority – December 20, 2023
2. Committee of the Whole – December 18, 2023 and January 8, 2024
3. Finance Committee – January 17, 2024
4. Library Board – December 13, 2023
5. Park & Recreation Commission – January 4, 2024 and January 11, 2024
6. Plan Commission – January 4, 2024
7. Protections of Persons & Property – no meeting
8. RDA Meeting – January 11, 2024
9. Tourism Committee – January 18, 2024
10. Utility Commission – December 18, 2023
11. Cemetery Committee – no meeting
12. Joint Review Board Meeting – no meeting
13. Board of Review – no meeting
14. Board of Appeals – no meeting

10. Dept Head Reports

- A. Park & Recreation
- B. Library
- C. Fire Department
- D. Police
- E. Ambulance
  - 1. Monthly Report
  - 2. Financial Report
- F. Municipal Court
  - 1. Brillion Court Report
  - 2. Reedsville Court Report
- G. Public Works

11. City Administrator/Community Development Director

12. Clerk/Treasurer's Office

13. Mayor's Report

14. Committee Reports

- A. Brillion Housing Authority
  - 1. Committee Report
- B. Cemetery Commission
  - 1. Committee Report
- C. Committee of the Whole
  - 1. Cigarette License – Om Namah Real Estate LLC, Agent – Basudev Adhikari
  - 2. Two New Firemen Applications – Parker Moehr and Cameron Baltz
  - 3. Application for Fireworks Discharge Permit – adding end time
  - 4. RE24-02 Preliminary Resolution – 2024 Street Project
    - a. Set Public Hearing
- D. Finance & Purchasing Committee
  - 1. Committee Report
  - 2. Review of Vouchers
    - General Fund: \$ 1,861,753.32
    - Reserves \$ 0
    - Contingency \$ 0
    - TIF Expenditures \$ 576.00
  - 3. Review of Payroll
    - Pay Period: 11/18 – 12/1/2023 paid on December 15, 2023 \$ 66,183.98
    - Pay Period: 12/2-15/2023 paid on December 29, 2023 \$ 70,868.52
    - Pay Period: 12/16-29/2023 paid on January 12, 2024 \$ 84,678.24
  - 4. Bank Reconciliation – December 2023
    - Receipts – December 2023
    - Journal Entries – December 2023
  - 5. RE24-01 Resolution Setting Wages and Benefits for 2024
  - 6. New Copier – City Center
  - 7. Turn Out Gear Quote
  - 8. Investment Policy
  - 9. 2045 Comprehensive Plan Update – Cost Proposal
  - 10. RE23-13 TEA Grant Application
- F. Library Board
  - 1. Committee Report
- G. Park & Recreation
  - 1. Committee Report
  - 2. Women's Locker Room new flooring – Superior Floor Covering Bid

- H. Plan Commission
  - 1. Committee Report
  - 2. Town of Brillion, Calumet County – Vanderloop CSM
- I. Protections of Persons & Property Committee
  - 1. Committee Report
- J. Redevelopment Authority Commission
  - 1. Committee Report
- K. Tourism Committee
  - 1. Committee Report
  - 2. Tourism Grant – Brillionfest \$5,800
- L. Water, Sewer & Utility Commission
  - 1. Committee Report
  - 2. **Closed Session**  
**Closed Session per WSS 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.**  
**Close Session per W.S.S. 19.85(1)(g) – Pre-Trial Update**

15. Personnel

- A. Treasurer/Deputy Clerk Job Description
- B. Clerk/Deputy Treasurer Job Description
- C. OR 24-01 Amending City of Brillion Clerk and Treasurer Position
  - 1. Set Public Hearing date
- D. Treasurer/Deputy Clerk Position Advertisement

16. Old Business

17. New Business

18. Communications

19. Press Time

20. Adjournment

Mike Smith, Mayor

Copies: Council Members  
Mayor  
City Administrator

Agenda Posted (3) Locations: City Center. Library, Brillion Community Center

*Note: This is a public meeting. As such, all members or a majority of the members of the City Council may be in attendance. While a majority of the City Council members or the majority of any given Committee or Board may be present, only the above Committee will take official action based on the above agenda.*