



COMMITTEE OF THE WHOLE

Wednesday, April 8, 2020 at 6:00 PM

Remote Meeting Due to COVID-19

CALL TO ORDER:

The meeting was called to order by Chairperson Gene Woelfel.

ROLL CALL:

Roll call was taken by voice announcement. Present were Gene Woelfel, Terry Thiessen, Jerry Hallstrom, Fran Schmitz, Bob Bosma, Scott Konkle. Also present were Mayor Dianne Reese, Police Chief Brian Reedy Public Works Director Jason Meyer, Fire Chief Denis Mayer.

GUESTS: None

APPROVAL OF THE AGENDA:

A motion was made by Hallstrom, seconded by Thiessen, and carried to approve the agenda.

APPROVAL OF MINUTES:

A motion was made by Bosma, seconded by Hallstrom, and carried to approve the minutes as presented.

CITIZEN INPUT: None

FINANCE AND PURCHASING: None

PROTECTIONS OF PERSONS AND PROPERTY:

- A. 1. Reedy provided his monthly report: there were 159 calls for service in March; the officers and members of the Fire Department participated in Wellness training; the department recertified their CPR and AED training; the department has a good supply of personal protection equipment to be able to respond to COVID-19; a local business donated N95 masks for the officers; the department is working to educate the public on social distancing instead of issuing citations; there were reports of people using the park playground equipment and notices were posted; Officer Erin Scharbarth has resigned and the department has hired Carter Schmallo as part time officer; the COPS grant was submitted. Schmitz requested to know who donated the masks and Reedy informed them that the business wanted to remain anonymous.
- 2. Reedy provided an update on Emergency Management: agencies in Calumet County have been meeting remotely on Mondays, Wednesdays and Fridays to review the COVID-19 updates for the county; there are 3 confirmed cases in Calumet County; FEMA will be opening up their grant portal for the City to submit their expenses for reimbursement; working with Fire Chief Mayer to make sure that the department has the PPE that they need; last month attended the Governors Emergency Management Conference.
- B. 1. Mayer provided his monthly report: there were 6 calls for service in March; the department has changed the way that they practice and will not have one in April; one of the department members was exposed to COVID-19 and is in self-quarantine.
- C. None

CITY BUILDINGS AND GROUNDS:

- A. Director of Public Works, Jason Meyer provided an update: took down the skating rink; removed the sand barrels; the sweeper was sent out to make multiple passes in the City; bark was put down around trees and certified bark was put down at the playgrounds; starting on the Jackson Street project, 9 handicap ramps will be installed and one catch basin repaired; Jefferson Street has 4 handicap ramps to install and one catch basin to repair; Cardinal environmental tested the burn site ashes and the cost to test was only \$295, Advanced Disposal provided their approval for the material to be dumped at their site; the DNR inspected the burn site and sited the City for the utility poles, plywood and pallets with paint on them; Meyer responded to the DNR to let them know that this was cleaned up; Meyer informed the Committee that the charges for the City Hall Generator repair was discussed with Robert E Lee and Meyer was informed that they would take care of the bill; April 20th the department will begin the fiber project with the utilities. Bosma asked about the holes that were bored into the ground at the baseball diamond. Meyer confirmed that they were for the new lights.
- B. Meyer provided information on the 2020 Sidewalk Assessment program. After inspecting the first section of sidewalk, there were only 56 slabs to grind and 16 to be replaced; Meyer requested if he should move on to another portion of the City or hold off on the assessment due to COVID-19 and the state of the economy; a committee member requested to know how much it cost to grind and Meyer informed him that it costs \$35; Meyer informed the committee that the Southeast section of the City is in good shape. Hallstrom suggested to put the project on hold and Bosma agreed to pause sidewalk repairs for awhile.

RECREATION DIRECTORS: NONE

PERSONNEL: None

OLD BUSINESS: None

NEW BUSINESS:

a. Langenfeld provided an update on the election: there were 1,154 ballots cast with 37 outstanding absentees; there are a total of 1,822 registered voters in the city which means that the City had a 63% turnout; the Board of Canvas will be held on Monday, April 13, 2020 at 4:00 PM, after the canvas is complete the results of the election can be released; the City had 7 poll workers and 2 National Guard members working at the polls; beginning on March 9, 2020 to April 3, 2020 the Clerk's office began to receive hundreds of online requests for absentee ballots for a total of 935 absentee ballots issued by the Clerk's Office; the Clerk's office was consumed daily with the process of preparing and mailing out absentee ballots and then to process the ballots as they were returned; Lori Beck was commended and thanked for her dedication to the City and to the election process, she did an amazing job keeping track of the absentee requests, phone calls and last minute election changes while working a lot of early mornings and late nights; Brian Reedy was also thanked and commended for his assistance with the election, in his roll in Emergency Management he provided direction and assistance in setting up the polling place and he went out of his way to make sure that the workers had the tools that they needed to protect themselves and the residents of the community; Jason, John, Mark, Rick and Scott were recognized and thanked for the extra work they performed to set up the entrance to the polling location and to build the shields for the workers, making note that the poll workers liked the shields and requested to use them for all elections; the poll workers were recognized and thanked for working the election realizing that they did not know what they would be up against and that they all did an amazing job to keep New Holstein's election running smooth.

Being no further business, the meeting adjourned.

Cassandra Langenfeld

City Administrator/Clerk-Treasurer