



COMMITTEE OF THE WHOLE
Tuesday, February 2, 2021 at 6:00 PM
City Hall - Council Chambers

CALL TO ORDER:

The meeting was called to order by Chairperson Konkle.

ROLL CALL:

Roll call was taken by Langenfeld. Present were Scott Konkle, Gene Woelfel, Norman Propson, Fran Schmitz (via Zoom), Terry Thiessen (via Zoom), Brad Hess, Richard Snelson (via Zoom) and Mayor Hebl. Also present were City Administrator Cassandra Langenfeld, Public Works Director Jason Meyer, Fire Chief Denis Mayer, and Building Inspector Cary Nate.

GUESTS: None

APPROVAL OF THE AGENDA:

A motion was made by Woelfel, seconded by Snelson, and carried to approve the agenda with the request to move items 12 a and b to number 10.

APPROVAL OF MINUTES:

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

CITIZEN INPUT: None

FINANCE AND PURCHASING:

Langenfeld presented the Year-end 2020 financials. A request was made to move surplus funds from Fund 100 to the Capital Project fund as the Fund 100 fund balance was over the set policy of 15%-30%. A motion was made by Woelfel, seconded by Propson, and carried to recommend to the Common Council to transfer \$838,861 from Fund 100 to Fund 300 with \$300,000 towards the Fire Protection Reserve to be used for the purchase of a new truck in 2022 and \$538,861 to the Community Development Reserve fund which can assist with the costs of razing buildings and community redevelopment.

PROTECTIONS OF PERSONS AND PROPERTY:

A. 1. None

B. 1. Mayer provided a monthly report: there were 6 calls for service in January which included calls for car accidents and structure fires; the department will be completing their CPR recertifications; the bid notice and truck specifications have been finalized and will be posted the bid opening will take place at the beginning of March.

C. 1. None

D. None

E. Cary Nate introduced himself to the Committee and provided information on his background and certifications; he has 42 years of experience and is the Chief Building Inspector for the Town of Grand Chute; he holds all of the certifications that are required by the State of Wisconsin for inspections; he indicated that due to COVID and upon the direction of the State of Wisconsin he has been requesting for residents to take photos of their finished project; one of the biggest challenges is that he is part time and

residents don't notify him when their project is complete so that he can perform final inspections; he is currently working on the demolition of 2008 Main Street; the Lepisto property located on Prospect is scheduled to be torn down by Alvin Miller. Hebl mentioned that the Utilities might be willing to partner with the city to assist with plumbing inspections. The committee discussed code enforcement in the City. Nate explained that this is a common problem in most communities. Langenfeld informed the committee that if the Clerk's Office receives a complaint, we will investigate the situation. She also told the committee that if one of their constituents has a complaint, but they don't want to be listed as the complainer, an alderperson can file the complaint on their behalf.

CITY BUILDINGS AND GROUNDS:

- a. Director of Public Works, Jason Meyer provided an update: the department has removed 50 ash trees from Kiwanis Park which included stump grinding and placement of topsoil, the areas will be seeded in Spring; the DNR requires that the City purchase their new stock from a certified and approved landscaper, there is one located in Chilton called Leaf's Inspired; there will be 53 more trees removed in 2022; the city will work to spade trees from the City's nursery if they are determined to be in good condition; the city has sold all of the lumber from the trees that were cut down; the baseball light bases have been installed. Hebl requested that something be posted on social media to inform the public about the tree removal.
- b. The Committee reviewed the 1 bid that the City received for lawn mowing services. A motion was made by Woelfel, seconded by Propson, and carried to recommend to the Common Council to accept the bid provided by Gary's Lawn Service for a two-year contract.

RECREATION DIRECTORS:

- a. Jeff Schroeder provided an update on the new lights at the baseball diamonds located in Kiwanis Park. The project should be completed in Spring with additional fundraising to take place over the summer. The 2021 Baseball/Softball season may look a lot like the 2020 season due to COVID. Registration will open in the next week or two.
- b. A motion was made by Snelson, seconded by Hess, and carried to recommend to the Common Council to approve the Park Rental and Special Event Application as submitted by the New Holstein Soccer Association.

NEW BUSINESS:

- a. The Committee reviewed the existing Memorial Tree and Bench Policy. Schmitz indicated that he likes the policy along with the application process and that the City should not be responsible for the replacement costs. Hebl mentioned the condition of the plaques near the trees on Park and Railroad St. The committee discussed the two memorial Ash Trees and how they should be replaced. The committee agreed that the Clerk's Office should notify the original donors, if they can be identified and let them know that the tree needs to be removed and ask them if they want to purchase a replacement tree.
- b. Hebl provided meeting minutes from 2016 from the Park & Recreation Commission and Common Council to show that action was taken to remove the flat and round stands in Civic Park if the Fire Department could raise the funds to build a new building. The Committee discussed the historical preservation of the buildings and concluded that the City should declare the Pavilion as a historic building and to move forward with removing and rebuilding a new stand. A motion was made by Thiessen, seconded by Propson, and carried to recommend to the Common Council to designate the Civic Park Pavilion as a local historic landmark site, to post a plaque on the building to indicate the designation and to notify the State once this has been approved by the Council. A motion was made by Propson, seconded by Snelson, and carried to move forward with getting a design concept for the new building that will match the existing buildings and to get a cost estimate on the project.

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PERSONNEL: None

OLD BUSINESS:

A motion was made by Snelson, seconded by Hess, and carried to adjourn and convene in closed session to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session, per Wisconsin State Statute 19.85 (1)(e) and specifically for the following purposes: Development Agreement in TID #4.

A motion was made by Woelfel, seconded by Propson, and carried to adjourn the closed session and to reconvene in open session.

No action was taken.

Being no further business, the meeting adjourned.

Cassandra Langenfeld

City Administrator/Clerk-Treasurer