



COMMITTEE OF THE WHOLE
Tuesday, September 7, 2021, at 6:00 PM
City Hall, 2110 Washington St, New Holstein, WI 53061

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, Fran Schmitz, Brad Hess, Becca Mosier, Raneë Raether, Richard Snelson (virtual), Eric Mayer and Mayor Hebl. Also, present were City Administrator Cassandra Langenfeld, Public Works Director Jason Meyer, Fire Chief Denis Mayer, Emergency Management Director Craig Carey, and Aquatic Center Director April Lisch.

GUESTS: None

APPROVAL OF THE AGENDA:

A motion was made by Mayer, seconded by Woelfel, and carried to approve the agenda.

APPROVAL OF MINUTES:

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

CITIZEN INPUT: None

FINANCE AND PURCHASING:

a. Langenfeld presented the 2022 City Budget, the committee agreed to allocate the levy amounts as presented.

PROTECTIONS OF PERSONS AND PROPERTY:

A. 1. None

B. 1. Mayer provided a monthly report: there have been 55 calls for service this year; 8 for this month; new engine is expected to be delivered in November 2021. Woelfel requested a roster of the Fire personnel.

C. 1. Carey provided a monthly report: August 28th there was a considerable amount of rain, flooding occurred on Milwaukee Drive near the railroad trestle to City limits; ditch and culverts are blocked; it is the City's responsibility to clean out the ditch. Meyer provided additional information on the clearing of the ditch. A motion was made by Schmitz, seconded by Snelson, and carried to permit Jason to get some estimates to remove silt on Milwaukee Ave.

D. None

CITY BUILDINGS AND GROUNDS:

a. Director of Public Works, Jason Meyer provided an update: replaced 3 catch basins; 4 blacktop patches were completed for \$142; poured 3 pads for benches at Lions playground and Kiwanis Park; water heater at the shop went out \$2,200; Pleasant Street project was completed and ran a week longer than projected.

- b. Langenfeld provided an update on the Airport: Airport Day was a success with 106 kids participating in the Young Eagles Flight program; during the event a runway identifier light was damaged and Public Works is working to get it repaired; in August the runway lights went down due to a bad circuit board, Public Works is working with an electrician to get them back up and running; the fuel pump system is working great; during the fly in the fuel price was kept the same to draw more pilots to our airport; worked out very well resulting in 4 pilots from the valley contacting me to build hangars.
- c. Hebl discussed the use of the airport by private groups: requested to have the airport charge a user fee to groups who use the facility and to come up with a fee schedule; promote the airport in various pilot magazines; Meyer indicated that they spend about 30 hours maintaining the area for the weeklong activities; establish a standard procedure for groups who want to use the airport; Langenfeld will research what other airports are doing. Hess asked for more information on the future expansion and Langenfeld indicated that she would put it together for a future presentation.
- d. Lisch provided an update on the 2021 pool season: 35 staff members this year; 2 school field trips; 4 day care field trips with Husky Den coming daily; 2 pool rentals; 10,000 patron visits; 1 major incident; good state inspection; staffing was light some days; concerns from Lisch that seasoned staff will not be returning next year; cross training occurred with new staff to assist with the changeover next year. Mosier asked if we look at rates from other pools, Lisch indicated that compared to the rates listed on Wisconsin Park & Rec Association we are comparable.
- e. Lisch requested to open the Aquatic Center in 2022 on June 4 and close August 21. A motion was made by Hess, seconded by Woelfel to set the 2022 Aquatic Center schedule to open on June 4 and to close on August 21.

RECREATION DIRECTORS: None

PERSONNEL:

- a. Langenfeld informed the committee that the City Hall and New Holstein Utilities staff had summer hours these past few months; 7:00 AM to 4:30 PM Monday – Thursday and 7:00 AM to noon on Fridays, there were no complaints expressed about the hours; the staff have requested to have these hours year-round. A motion was made by Woelfel, seconded by Mosier, to recommend to the Common Council to adjust the City Hall hours permanently from 7:00 AM to 4:30 PM Monday through Thursday, and 7:00 AM to Noon on Fridays.

OLD BUSINESS:

- a. Schmitz made a motion to install a new streetlight at Liberty and Calumet before someone gets hurt. The motion did not pass. The committee discussed what the process is to install a new a new light. The Committee discussed having Schmitz contact the residents in that area to discuss the installation of a light at the intersection and to find out how many incidents there have been at that intersection.

NEW BUSINESS:

- a. Hebl and Langenfeld discussed the city's legal services and concerns on the services that we are provided. A motion was made by Mayer, seconded by Schmitz and carried to get bids for attorney services.

Being no further business, the meeting adjourned.

Cassandra Langenfeld
City Administrator/Clerk-Treasurer