



CITY OF NEW HOLSTEIN COMMON COUNCIL MEETING MINUTES

cityofnewholstein.gov
New Holstein, WI 53061
Phone: 920.898.5766
FAX: 920.898.5879

Tuesday, April 19, 2022

6:30 PM

City Hall

The regular monthly meeting of the Common Council was called to order by Richard Snelson, presiding. The Pledge of Allegiance was recited. Council members Gene Woelfel, Rane Raether, Norman Propson, Brad Hess, Fran Schmitz, Eric Mayer, Becca Mosier, and Steve Abrams were present at roll call. Others present were City Administrator Cassandra Langenfeld, Fire Chief Denis Mayer, Director of Public Works Jason Meyer, Chief of Police Eric Fisher, and Attorney Steven Sorenson.

It was noted that the meeting was properly announced.

City Administrator Langenfeld administered the Oath of Office to the newly elected officials: Richard Snelson, Mayor; Norman Propson, Alderperson, Aldermanic District 2; Steven Abrams, Alderperson, Aldermanic District 3

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

Mayor Snelson called for nominations for the Council President. A motion was made by Hess to nominate Gene Woelfel, seconded by Raether. Snelson asked for additional nominations. No other nominations were made. A motion was made by Mayer, seconded by Schmitz, and carried by acclamation to have Gene Woelfel be the Council President.

A motion was made by Woelfel, seconded by Mayer, and carried to approve the minutes from the previous Common Council meeting.

No Public Comment Occurred.

A motion was made by Mosier, seconded by Mayer, and carried to approve the Consent Agenda.

Approval of Financial Reports

Invoices, totaling \$120,740.10

Financial Report as of March 31, 2022

Approval of License Applications: Renewal Class B Beer Alcohol Beverage License Application: New Holstein Baseball/Softball Association, Agent: Adam Schultz, 2101 Church Street, New Holstein, WI, Kiwanis Park Enclosed Concession Stand, 1917 Hickory Lane, 4/1/2022 to 10/1/2022.

Approval of Park Use and Special Event Applications: None

Reports of Departments and Committees: Police Department Petty Cash - \$1,642.50; Municipal Court \$2,948.00; Building Permits \$71,729; Library Receipt Report \$1,805.51.

Minutes: Committee of the Whole, March 16 and April 6; Historic Preservation Committee March 29; Board of Zoning Appeals April 6.

John Rader, Director, Baker Tilly, provided a presentation of the City's 2021 Financial Statements.

A motion was made by Woelfel, seconded by Mayer, and carried to follow the Mayor's appointments except for the emergency management director position I want that one pulled out, during the discussion Woelfel explained that the Mayor already has a roll as the Mayor in an emergency, additional discussion occurred, upon a call of the motion. Sorenson addressed the action needed on the emergency management director position. A motion was made by Woelfel, seconded by Mosier, and carried to revisit that at our next council meeting.

A motion was made by Woelfel, seconded by Hess, to approve Resolution Number 1495 – A Resolution Adopting the Calumet County Hazard Mitigation Plan, upon a roll call vote the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Hess, seconded by Mosier, to approve Resolution Number 1496 – A Resolution to Adopt the 2022 Schedule of Fees, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Propson, seconded by Hess, to approve Resolution Number 1497 – A Resolution Designating the Official Bank for Depository Funds – BMO Harris Bank, N.A., upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Woelfel, seconded by Mayer, to approve Resolution Number 1498 – A Resolution Designation the Official Bank for Depository Funds – State Bank of Chilton, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Mayer, seconded by Raether, to approve Resolution Number 1499 – A Resolution Designating the Official Bank for Depository Funds – Bank First National, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Propson, seconded by Woelfel, to approve Resolution Number 1500 – A Resolution Designating the Official Credit Union for Depository Funds, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Mosier, seconded by Schmitz, to approve Resolution Number 1501 – A Resolution Designating the Official Paper for Publication, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Propson, seconded by Mayer, to approve Resolution Number 1502 – A Resolution Designating a Local Government Pooled Investment Fund, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

The Council reviewed the 1st Presentation of Ordinance No. 662 – An ordinance creating section 10.05.01 Dangerous and Vicious Dogs of Chapter 10, Licenses and Permits.

A motion was made by Mosier, seconded by Woelfel, to approve the agreement to transfer \$150,000 of the City of New Holstein's 2018 Entitlement Funds to West Bend Municipal Airport and East Troy Municipal Airport, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Woelfel, seconded by Propson, to approve the agreement to transfer \$150,000 of the City of New Holstein's 2019 Entitlement Funds to Waukesha County Airport, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Mayer, seconded by Mosier, to appropriate ARP Funds to the following projects in 2022: New Holstein Utilities Wastewater Treatment Plan \$10,732; Fire Department Air Compressor \$37,000; Police Department Base Radio System \$26,000; New Holstein Utilities Lead Service Lateral Project \$39,320; Public Works Garage Parking Lot Pavement \$25,000; Police Department Body Cameras \$25,000; City Hall Front Door \$15,450, City Website Redesign \$7,000, during discussion Woelfel requested clarification that any money not used would be allocated to New Holstein Utilities, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Woelfel, seconded by Hess, to approve the purchase of an Arctic Air Compressor for the Fire Department not to exceed \$37,000, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Hess, seconded by Mayer, to approve the quote to repair and replace the front entrance door at City Hall in the amount of \$15,450.00, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Hess, seconded by Mosier, to approve the disbursement of \$39,320.00 to New Holstein Utilities for the Lead Service Lateral Project, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Propson, seconded by Mosier, to move forward with the web design proposal from Town Web not to exceed \$7,000, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Mosier, seconded by Schmitz, to approve the purchase of the John Deere 1600 Turbo Series III Commercial Wide Area Mower with 4-Post ROPS Canopy at a cost of \$72,300.00 for the New Holstein Airport using the Airports Entitlement Funds, to take delivery in 2023, upon a roll call vote, the motion passed with Hess, Schmitz, Abrams, Woelfel, Mayer, Raether, Mosier, and Propson voting aye.

A motion was made by Woelfel, seconded by Propson, and carried to have Robert E. Lee & Associates apply for the Bi-Partisan Infrastructure Grant in 2022 for road work to include Hickory Street and Park Avenue.

Mayor Snelson acknowledged the retirement of Police Officer Robert Baldwin.

Snelson acknowledged Miscellaneous Business which included a Proclamation for 2022 Arbor Day, 2022 American Legion Poppy Month, the NHEDC Meeting Minutes from February 23, 2022, and letters to the City Council from Students at Divine Savior School in Kiel.

Cassandra Langenfeld
City Administrator/Clerk-Treasurer