



COMMITTEE OF THE WHOLE
Wednesday, August 17, 2022 at 6:00 PM
City Hall, 2110 Washington St, New Holstein, WI 53061

CALL TO ORDER:

The meeting was called to order by Council President Woelfel.

ROLL CALL:

Roll call was taken by Langenfeld. Present were Gene Woelfel, Fran Schmitz, Steven Abrams, Eric Mayer, Ranee Raether, Norman Propson, Brad Hess, Becca Mosier, and Richard Snelson. Also, present were Administrator Cassandra Langenfeld, Chief of Police Eric Fisher, Director of Public Works Jason Meyer, Fire Chief Denis Mayer, Attorney Steven Sorenson, Emergency Management Director Russ Thiel, Deputy Clerk/Treasurer Lori Beck, Recreation Director/Administrative Assistant April Lisch, and Police Captain Chuck Schroeder.

GUESTS: Mark Sherry

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

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

CITIZEN INPUT:

- Woelfel read two letters that the City received in support of the City Administrator and in support of the ordinance to recognize the City Administrator position.
 - Jason Smith
 - Bob Bosma
- Scott Konkle addressed the Committee in support of Ordinance 668 the City Administrator and discussed the responsibilities of the City Administrator.

FINANCE AND PURCHASING:

- a. 1 Langenfeld presented the monthly invoices, and financial report for the month ending July 2022. A motion was made by Mosier, seconded by Propson, and carried to recommend to the Common Council to approve the invoices as presented.
 2. Langenfeld presented information on the 2023 Budget.
 - a. Schmitz discussed the PSLO Officer position and to what the other communities pay for their PSLO positions. Some communities pay 25% and the City of New Holstein pays 45%. Abrams requested that the City pursue the new contract as soon as possible and to make sure that its at 100%. Hess requested to see the original contract first.
 5. The Committee reviewed the monthly meeting attendance report.
- b. None

PROTECTIONS OF PERSONS AND PROPERTY: None

CITY BUILDINGS AND GROUNDS: None

RECREATION DIRECTORS: None

PERSONNEL: None

OLD BUSINESS:

- a. Snelson explained his understanding of the Emergency Mitigation Plan and the reason for calling Bernie Sorenson in to attend the meeting. Snelson indicated that he and Propson met with the Ben Hanke, the Town Chair from the Town of New Holstein and the McShaw's and drove around and looked at how the water runs from the TIF district. Snelson provided photos of a severe rain situation that occurred. Snelson invited Bernie Sorenson to the meeting to discuss these options with the Committee. Snelson also informed the Committee that most of the problem is in the township, and that he thinks that some of the problem starts with the City. Bernie Sorenson provided additional discussion on the grants and that there aren't any guarantees with them. Bernie Sorenson said that the community will need to provide a cost benefit analysis to prove that there is an issue and that the grant money is being used in the right way. Bernie Sorenson indicated that since the City adopted the Emergency Mitigation Plan then we are eligible for three different grants. Bernie Sorenson indicated that Wisconsin Emergency Management representative informed him that the City could be eligible for a BRIC program. This program uses COVID funds for a stormwater engineering study, however the grant requires a match from the City. Robyn Fenning, WEM, informed Bernie Sorenson that the City could start with a study to identify the projects the City wants to do. Application starts September 30th and ends January 27, 2023. Bernie Sorenson informed the committee that the grant is not free and that there is a 75/25% match, however in-kind expenses can be used towards the match. If the City has a FEMA approved study, it could help with future grant applications by obtaining points. Bernie Sorenson indicated that the Town would not be the applicant, it would be either the City or the County. Bernie Sorenson indicated that the information that is in the plan to address water concerns is already in the plan and wouldn't need to be changed. Woelfel indicated that Langenfeld should start the process to get a meeting together with Robyn Fenning. Propson indicated that he and Snelson should discuss with the County to find out if they would be willing to take the grant on their end.
- b. Chief Fisher requested to purchase SWAT gear for Captain Schroeder so that he can be a part of the countywide SWAT team. Schmitz requested additional information on what is provided to members of the SWAT team. Schroeder informed the Committee that a vest was provided to him by the County, however they only provided ammunition for 9 mm and 45 calibers. The New Holstein Police Department uses 40 calibers. Schroeder used his clothing allowance to purchase a 9 mm and used the counties ammunition. Schroeder indicated that a SWAT vest is more heavy duty then their regular vest. A motion was made by Mayer, seconded by Snelson, and carried to approve the request.

NEW BUSINESS:

- a. Al Depies presented a request to donate a bench in memory of Macullen Schnell. Meyer informed the committee that the proposed bench matches the benches in the Lions play area, however the bench does not match the specifications in the City's ordinance for memorial benches. Woelfel asked if the bench could be put in the Lions play area. Meyer indicated that he liked the idea of the bench being placed by the pool. A motion was made by Schmitz, seconded by Mosier, and carried to let the Lions Club place the bench where they see fit to place the bench.
- b. Langenfeld, Fisher, and Meyer presented a request to have the Police Department use a Notice of Ordinance Violation form to address reoccurring ordinance violations in the community. This notice would assist in streamlining the process of addressing the control of Weeds and Grasses and snow and ice removal notices. Fisher indicated that the officers would try to make contact, if not they would leave the notice in the door and track the complaint. A motion was made by Schmitz, seconded by Mayer, to approve the request, Propson requested how we would address those properties where the owner

doesn't reside on the property, Fisher indicated that the citation is mailed to the property owner, upon a call of the motion the motion passed.

- c. Fire Chief Mayer requested to purchase Motorola radios in the amount of \$15,023.50, the budgeted amount was \$15,000. A motion was made by Mosier, seconded by Hess, and carried to approve the request.

Being no further business, the meeting adjourned.

Cassandra Langenfeld, Administrator/Clerk-Treasurer