



COMMITTEE OF THE WHOLE

Tuesday, February 6th, 2024, at 6:00 PM

New Holstein Fire Department, 2031 Wisconsin Ave, New Holstein, WI 53061

CALL TO ORDER:

The meeting was called to order by Council President Woelfel.

ROLL CALL:

Roll call was taken by Peltier. Present were Gene Woelfel, Becca Mosier, Brad Hess, Fran Schmitz (via phone), Steve Abrams, Richard Snelson, Robert Schermetzler, Norman Propson, and Eric Mayer. Also present, City Administrator Cullen Peltier, Police Chief Eric Fisher, Emergency Management Director Russ Theil, Fire Chief Craig Carey, Aquatic Center Director Jon Weir, and Judge Sippel.

GUESTS: Lisa Jacobson, Pa Yia Mendoza, Eugene Thede, and Jacob Marsh

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

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

CITIZEN COMMENT: None

FINANCE AND PURCHASING: None

PROTECTIONS OF PERSONS AND PROPERTY:

- a. 1. Chief Fisher provided an update: There have been 187 incidents since the last report. Chief Fisher reported that for the past several weeks they have been vigilant in addressing issues with sidewalks not being shoveled as well as those individuals blowing snow in the roadway. They have issued one citation for a resident who failed to shovel their sidewalk. Chief also provided an update on the hiring process. They are in the final phase of the background check for a candidate. The background should be completed by the end of the week and the drug test and physical will be done next week. They hope to have him sworn in by the next meeting.
- b. 1. Chief Carey provided a monthly report: For the month of January, they had 4 calls. One mutual aid call for an apartment fire in Kiel. One forklift fire at a business and an odor calls at the same business. They also had a stove fire at a residence on Monroe St. The fire department application has been rewritten and posted on the city website as well as the City's App. Chief thanked Lindsay Schultz, Lori Beck, and Eugene Thede for assisting with the application. Chief gave an overview of the training courses members have recently completed or are currently enrolled in.
- c. 1. Emergency Management Director Theil provided an update on both BRIC Projects. There was an initial meeting with Robert E. Lee to discuss the proposal that was accepted, and they will be meeting with the Town of New Holstein to discuss the project. The other project is related to the flooding at Plymouth and Calumet. The application was submitted, and additional information has been requested. There is an issue with the siren at Kiwanis Park.

- d. 1. Judge Sippel stated that in January they had 8 juveniles and 46 adults for pretrials and initials. There were no trials in the month of January.

CITY BUILDINGS AND GROUNDS:

- a. Public Works Director Meyer provided an update: They took down 4 ash trees at Market Square Park and 1 Ash tree at Kiwanis Park. They also stump ground 21 stumps and filled with topsoil. They continue to plow as needed. They are currently working on painting the Community Center. There was vandalism in the outside bathrooms at the Community Center. After discussion with Chief Fisher they will start closing the bathrooms at 7 pm.

RECREATION DIRECTORS:

- a. Park Rental and Special Event Applications; None
- b. Review of Monthly Report - None

PERSONNEL: None

OLD BUSINESS:

- a. Peltier informed the Committee that he made the additional changes to the Employee Sick and Vacation Policy that were recommended at the last meeting to amend how vacation is accrued for employees hired after March 1, 2024. New employees' vacation will be accrued from date of hire. It was added that the new hires will not be able to utilize vacation days or casual days until they have been employed for 90-days. A motion was made by Hess, seconded by Mosier, and carried to move to Council for approval.
- b. Peltier informed the Committee that Pfefferle amended the contract for Commercial Real Estate services to a term of 1-year, and it was clarified that any marketing costs would be Pfefferle's responsibility. Peltier also clarified the "right of first refusal" clause in the contract. A motion was made by Snelson, seconded by Schermetzler, and carried to approve the contract with Pfefferle for Commercial Real Estate services.
- c. Peltier informed the Committee that Kiel will be putting together a contract for the purchase of a liquor license for the Committee to review at a future date.

NEW BUSINESS:

- a. A discussion was held regarding the pay rates for the lifeguard, concession stand supervisor and the Aquatic Center Director. A motion was made by Mosier, seconded by Schermetzler, and carried to move to Council to amend the 2024 Wage Schedule to increase the Lifeguard hourly rate to \$15.00/hour (.25 additional for each year of employment), the Concession Stand Supervisor hourly rate to \$17.50/hour, and the Aquatic Center Director salary to \$16,000 annually.
- b. A discussion was held regarding where the proceeds of the sale of the First Responder's Gator would be distributed. A motion was made by Woelfel, seconded by Snelson, and carried to move to Council to distribute the sale proceeds of the Gator to the First Responders.
- c. A discussion was held about the length of the Airport Hangar Lease agreements. The Committee is in favor of longer-term leases.
- d. Closed Session: A motion was made by Mosier, seconded by Propson, and carried to adjourn into Closed Session pursuant to Wisconsin Statutes Section 19.85 (1) (f) "Considering financial data of specific persons if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such data." And under Wisconsin Statutes section 19.85 (1) (e) "considering and deliberating or negotiating the investing of public funds wherein competitive or bargaining reasons

require a closed session.” Specifically, to hold a discussion of a Loan Request from Revolving Business Fund.

- e. A motion was made by Abrams, seconded by Mayer, and carried to adjourn the closed session and reconvene in open session.
- f. A motion was made by Snelson, seconded by Mosier, and carried to move to Council to approve a loan from the Revolving Business Loan fund to Dos Cocos Locos, LLC, in the amount of \$20,000 with a term of four-years with an annual interest rate of 6%.

Being no further business the meeting was adjourned.

Cullen Peltier

City Administrator