



COMMITTEE OF THE WHOLE
Wednesday, March 20, 2024, 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. Present were Gene Woelfel, Richard Snelson, Steven Abrams, Eric Mayer (via Teams), Robert Schermetzler, Norman Propson, Brad Hess, and Becca Mosier. Also, present were Police Chief Eric Fisher, Fire Chief Craig Carey, Public Works Direct Jason Meyer, City Administrator Cullen Peltier, and Police Captain Chuck Schroeder.

GUESTS: Mark Sherry, Kathy Schroeder, Lisa Jacobson, John Radar (Baker Tilly) and Cassandra Chase (Baker Tilly).

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

A motion was made by Propson, seconded by Abrams, and carried to approve the February 21, 2024; Committee of the Whole minutes as presented.

CITIZEN INPUT: None

FINANCE AND PURCHASING:

- a. 1. The monthly invoices, and financial report for the month ending February 2024 were presented. A motion was made by Mosier, seconded by Propson, and carried to recommend to the Common Council to approve the invoices as presented and accept the financial report as presented.
- b. Baker Tilly Provided an overview of the 2023 City Financial Audit.

PROTECTIONS OF PERSONS AND PROPERTY:

- a. 1. Chief Fisher provided an update: the Annual Report was distributed for review. There were 249 incidents in February.
- b. 1. Chief Carey Provided an update: For the month of February, they had 7 calls. They sent 3 members to Two Rivers on a request through MABAS 128 to assist with the search for a missing child. They had 3 mutual aid requests for assistance with structure fires. They had 1 mutual aid for a lift assist, 1 Auto Aid for a possible structure fire, and they were dispatched for an odor call. The membership donated a battery-operated positive pressure fan that cost approximately \$5000. Membership is planning on updating the landscaping at the fire house and will cover the costs through picnic proceeds. Ben Schroeder will be assisting as part of an Eagle Scout project. The picnic will be July 12-14, and the planning has begun.
- c. 1. Emergency Management Director Thiel provided a written report: The RFP for the Kiwanis Siren RFP is out on the City Web Site. Proposals are due 4/1 so he can present at the 4/3 COW Meeting. The letters have gone out to the residents in the Town to inform them Robert E Lee will be doing surveying for the Storm Water Project. He hasn't heard from WEM or FEMA if the current Stormwater Bric Grant Application was approved.

CITY BUILDINGS AND GROUNDS:

- a. Public Works Director Jason Meyer Provided a Report: They replaced 125 bulbs at the Fire Station and 125 bulbs at the City Garage with LED lights. They had one small snow fall since the last meeting. 2 terrace trees were removed on Randolph at 2107 Monroe. The Community Center was painted. Numerous chairs were purchased and replaced at the rental buildings; Meyer provided and updated inventory. The State has changed the definition of culverts/bridges. Structures between 6 and 20 feet are now considered bridges and need to be inventoried and inspected. The city has 4 structures that fall into this category. There will be a cost for the inspections. The city will have the County do the inspections for us. Meyer also found one structure over 20 feet that should have been on the bridge list but was not. He will work on getting it on the list.

RECREATION DIRECTORS: None

PERSONNEL: None

OLD BUSINESS: None

NEW BUSINESS:

- a. The committee reviewed a request from a concerned citizen about the possibility of placing flashing crosswalk signs at the corner of Wisconsin and Madison. DPW Director Meyer explained there was broad range of pricing for these types of signs. The options were discussed. The lower cost option would not be considered effective, and the higher costs options would not fit in this year's budget. Public Education including the Police Department's new portable message board will also be explored. At this time the Committee would like the Administrator and the Police Chief to investigate this further and provide an update to the citizen.
- b. Peltier informed the Committee that the Fixed Base Operator & Airport Manager Agreement is due to be re-signed and that we would like to change the term of the agreement from 1-year to 2-years. Council President Woelfel informed the Committee that the Airport Commission recommended the request. A motion was made by Mosier, seconded by Snelson, and carried to send to Council to approve a 2-year term for the agreement.
- c. Peltier asked if the Committee had any questions, comments, or concerns with the Pfefferle Marketing Materials that were provided in the Google Drive. Hess asked the typo in the header be taken care of. There were no other questions or concerns.

Being no further business, the meeting adjourned.

Cullen Peltier, City Administrator