



COMMITTEE OF THE WHOLE

Wednesday, November 6th, 2024, at 6:00 PM

New Holstein City Hall, 2110 Washington Street, 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, Steve Abrams, Richard Snelson, Dan Watson, Paula Oakley, Eric Mayer, and Robert Schermetzler. Also present, City Administrator Cullen Peltier, Police Chief Eric Fisher, Emergency Management Director Russ Thiel, and Fire Chief Craig Carey.

GUESTS: Mark Sherry, Harris Beyers, Hector Cortez, Kathy Pershing, and Brett Kocourek

APPROVAL OF THE AGENDA:

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

PUBLIC HEARING: President Woelfel called to order the Public Hearing from the USEPA Brownfield Cleanup Grant Application. It was noted the hearing was published as required by law. Woelfel solicited comments three times – There were no public comments.

APPROVAL OF MINUTES:

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

CITIZEN COMMENT: None

FINANCE AND PURCHASING:

Peltier provided an update on the 2025 Budget.

PROTECTIONS OF PERSONS AND PROPERTY:

- a. 1. Chief Fisher reported they had 277 incidents. They had 78 traffic stops, 9 ordinance calls, 5 disturbances and 29 medical calls. On October 19, 2024, Captain Schroeder and Officer Doute Participated in the New Holstein Trunk or Treat having 2 squad cars present for community policing. There were 3 OWI's this month - 10/04/2024 – OWI – 5th offense arrest (12:28 in the afternoon), 10/23/2024 – Second offense OWI (at 4:35 p.m.), 10/26/2024 – 1st Offense OWI. On October 6th, Officer stopped a vehicle for expired registration. Vehicle operator was arrested for a warrant out of Waukesha County. On October 10th, a Victim's mother came to PD to report adult daughter was attempting to leave an abusive relationship, but boyfriend threatened to kill her if she took their child. Victim was able to sneak out of residence as suspect was sleeping. In interviewing the victim, it was learned that the suspect was a convicted felon and in possession of a firearm. As the victim was safe, a tactical plan was devised, surveillance was conducted, and contact was made with the suspect. The suspect was arrested and transported to the Calumet County Jail, where he remains, pending charges to include disorderly conduct, repeater, domestic violence; possession of a short-barreled shotgun/rifle; possession of a firearm by a convicted felon; possession of THC 2nd+ offense, repeater; possession of methamphetamine – repeater; and possession of drug paraphernalia. On October 12th, Agency Assist involving a high-speed chase that originated in Kiel. Multiple agencies involved. Vehicle and driver were ultimately located, and driver was detained. On October 19th, they Received a call from the

BP gas station that a little baggie with a white powder inside was located in front of the counter inside the store. The substance was tested and was noted to be cocaine. Because there was no indication of how long that bag had been there or who had dropped it, we were unable to ascertain any suspects. On October 25th, After a lengthy investigation and outstanding work from Officer Schallmo, the Calumet County Drug Task Force, Wisconsin Department of Justice - Division of Criminal Investigations (DCI), and the Lake Winnebago area Metropolitan Drug Enforcement Group, an arrest and body only warrant was made in our double overdose deaths that had occurred in September of 2023. The arrested suspect was booked and charged with 2 counts of 1st Degree Reckless Homicide/Delivery of Drugs and the second suspect who is on the run is also being charged with 2 counts of 1st Degree Reckless Homicide/Delivery of Drugs along with other charges. Our agency is working with the US Marshals Service to track the second suspect down and to get him into custody. On October 27th, Received a report of kids stealing holiday decorations and leaving the stolen property at other homes. Items were secured at NHPD. On October 30th, – Received a report of someone entering another person's apartment and attacking the resident. An arrest was made and charges of battery and criminal trespass to property are pending. On November 5th, Received a report of a domestic disturbance between a mother and her daughter. The daughter was detained and was determined she was having a mental health crisis. Female was transported to Ascension Hospital for medical clearance then a mental health facility for treatment (Officers spent 8 hours on this call). Fisher brought to the Committee's attention that Officer Schallmo has received specialized training related to ICAC (Internet Crimes Against Children) investigations. In the month of October, after a lengthy investigation, Officer Schallmo coordinated with the Calumet County Sheriff's Office, the Fond du Lac County Sheriff's Office, and the Wisconsin Department of Justice - Division of Criminal Investigations to serve a search warrant on a residence in the city. A suspect was arrested and is currently facing charges of child enticement, exposing genitals/pubic area/intimate parts to a child; and exposing a child to harmful material.

- b. 1. Chief Carey provided a monthly report: They had 6 calls for the month of October; 2 mutual aid, 2 fire alarms, a lift assist and a fuel spill. The landscaping project on the East side of the fire station is completed. The department participated in Trunk or Treat. They continue to work on establishing the Length of Service Program and they are working on a proposal to fund the current members previous years of service in the system. They will bring that proposal to the November 20th meeting.
- c. 1. Emergency Management Director Thiel provided an update: There is no update from the State on the grant application. The final report on the Stormwater Mitigation study by Robert E Lee was provided to the Committee. He will be turning in the report to the State and requesting the 75% Reimbursement for the costs of the study. The property owner is pursuing making the improvements on his own with the help of another engineering firm. Thiel stated he would not be able to request any reimbursement for that project.
- d. 1. There was not report from Municipal Court.

CITY BUILDINGS AND GROUNDS:

- a. Director Meyer stated they winterized the pool, Octagon, and Civic bathrooms. The completed crack filling at the Pool and Community Center parking lots. Leaf collection has started. Mecamine has been sprayed on all city grounds. They removed the planter and flowers on Wisconsin Avenue and completed maintenance on all flower beds.

RECREATION DIRECTORS:

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

PERSONNEL: None

OLD BUSINESS: None

NEW BUSINESS:

- a. Peltier introduced Harris Beyers from Stantec. Harris reviewed the proposed application for the FY25 USEPA Brownfield Cleanup Grant application in the amount of \$4 million. Peltier stated Harris would answer any questions and incorporate any recommendations into the grant application. He would share the updated application with Peltier and if approved, the application would be submitted by the November 14th, deadline. Mosier asked if there were any costs for the project. Harris explained that the cost to the city was for the completion of the application. If the grant is approved the project would be 100% funded by the EPA. Oakley asked what the condition of the property for future use would be after the cleanup. Harris stated it would be ready for development. Snelson asked if it would be limited residential and Harris stated it would not be limited. Harris stated that if we don't complete this project the site would be limited to Industrial uses. Snelson asked if the project was completed could there be similar problems that were faced at a residential development at the former Briggs and Stratton site. Harris stated that if the project is properly engineered, there would be no concerns.
- b. Peltier referred to the Health Insurance Reimbursement Opt-out form. He explained that currently an employee who opts out of the City's Health insurance is reimbursed at the level of plan (single, employee/spouse, employee/children, family) they were on before the opt out. An employee asked if this could be reviewed because they were looking at utilizing their spouse's plan. If they are reimbursed at the single level (what they were on) it would not be in their best interest to switch. However, if they were reimbursed for the family plan which they would be eligible for, it would be enough incentive to switch to their spouse's plan. Peltier state it would save the city a significant amount of money if the employee were to opt out. Peltier stated this would require a change in the Employee Handbook. Peltier explained that we are currently in open enrollment and the employees are required to make their selections by November 13th. If the Committee choses to change the Handbook, this would need to be approved by the COW and Council this evening. **A motion was made by Mosier, seconded by Snelson to change the Employee Handbook to reflect the decision by the Council to allow an employee to receive compensation equal to the amount the City would have paid for the employee's health insurance coverage when an employee elects not to be covered by the City's health insurance coverage but only so long as the employee has coverage elsewhere. This will be noted in the Employee Handbook as an employee Opt-Out election. The motion carried allowing the Opt-Out to be considered by the Council at their next Common Council meeting.**
- c. Peltier explained that we had it in the Capital Plan for next year to purchase a Skid Steer for the DPW. He explained that they had the opportunity to purchase a demo model with significantly more features, but it would need to be purchased now. Peltier stated they received three quotes and the quote from Gruett's for this demo model was the lowest cost with the most features. **A motion was made by Meyer, seconded by Mosier, and carried to purchase the Skid Steer from Gruett's for \$38,065.**
- d. Peltier explained that he was forwarded an e-mail from Alderperson Mayer regarding a citizen's request to allow Ducks in the city. The citizen's ducks had gotten out of the enclosure and were retrieved from the street by the police. The police informed the resident that the ducks were not allowed by ordinance, and they had 10-days to remove them. Brett Kocourek addressed the Committee regarding the issue. He explained the ducks are family pets that they also use them for eggs, and he would like the Committee to consider allowing ducks with the same parameters that chickens are allowed. **A motion was made by Mosier, seconded by Oakley, and carried to move to Council to amend Chapter 7.02 of the Municipal Code to allow ducks at the same level as is currently authorized for chickens.**
- e. **A motion was made by Mosier, and seconded by Watson, to amend Section 1.21 of the Municipal Code to convert employees' vacation from weeks to hours** under discussion Attorney Sorenson

stated that we need to define how the employee can utilize the vacation time because currently it states they must take it by the week. Peltier stated that currently employees are allowed to take the vacation time in smaller increments. Meyer explained that it benefits his department to be allowed to take vacation time by the hour. Peltier stated they would write the amendment to allow the employees to take vacation in ½-hour increments and vacation will be approved by the Department Head. Peltier was directed to bring a draft amendment back to the COW before sending to Council.

The motion was withdrawn.

- f. Peltier gave an update on the activities of the Ad Hoc Beautification Committee. They are looking at the recommendations of the various studies that were done and they will be purchasing planters to initially be used as holiday decorations and then repurposed in the summer. They will also be running a holiday decoration contest that will be posted on socials and the website.

CLOSED SESSION:

- a. **A motion was made by Mosier, seconded by Schermetzler, and carried to adjourn to closed session for the purpose of discussing the 2025 Wage Schedule and the TID #4 Developer's Agreement with Quality Services.**
- b. **A motion was made by Mosier, seconded by Snelson, and carried to adjourn the closed session and to reconvene in open session.**

ADDITIONAL NEW BUSINESS

- a. **A motion was made by Mosier and seconded by Oakley to move to Council to approve the 2024 Wage Schedule. Under discussion, Mayer stated he will be voting on the motion, reminded the Committee that he was a member of the Fire Department and be receiving the standard raise the rest of the department was receiving. A voice vote was taken, and all members present voted Aye.**

FUTURE AGENDA ITEMS: None

Being no further business, the meeting was adjourned.

Cullen Peltier
City Administrator