COMMITTEE OF THE WHOLE
Wednesday, December 18th, 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, Paula Oakley, Brad Hess, Dan Watson, Robert Schermetzler, and Becca Mosier. Also, present were Police Chief Eric Fisher, Police Captain Chuck Schroeder, Public Works Director Jason Meyer, and City Administrator Cullen Peltier.

GUESTS: Mark Sherry, Joe McShaw, Marci McShaw, and Josh Scott.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:
A motion was made by Schermetzler, seconded by Mayer, and carried to approve the December 3rd, 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 November were presented. A motion was made by Mosier, seconded by Watson, and carried to recommend to the Common Council to approve the invoices as presented and accept the financial report as presented.

PROTECTIONS OF PERSONS AND PROPERTY: None

CITY BUILDINGS AND GROUNDS: DPW Director Meyer stated that one of the new employees resigned. He spoke to retired DPW employee John Mathes and he is willing to help out plowing on a temporary basis. He said we would probably hold off on hiring a new employee until March or April.

RECREATION DIRECTORS: None

PERSONNEL: None

OLD BUSINESS: None

NEW BUSINESS:

a. Peltier explained that the April 2025 Committee of the Whole fell on election day and could not be held at that time. A motion was made by Mosier, seconded by Oakley, and carried to hold the April 2025, Committee of the Whole Meeting on April 3rd, at 6:00 pm.
b. Peltier explained that the server the City and Utilities share was recently replaced. He stated that in order to migrate the Square 9 Software to the server, we would have to renew the support contract that was

allowed to lapse in 2021. The software is used to scan, store, and search important data such as invoices, receipts, minutes, etc. A motion was made by Mosier, seconded by Abrams and approved to move to council to approve the option of contracting with Square 9 to migrate the software to the server vs. entering a into a contract with Square 9 to store our data in the Cloud.

c. Peltier stated this item is related to the presentation that Ben Andrews, from MSA Professional Services gave at the the last COW about the CDBG program for replacing roads and utilities in LMI neighborhoods. Ben submitted the initial service areas to the State and the they approved the initial service areas. The next step would be to conduct an income survey of those areas to determine eligibility. If the areas are eligible, the City would need to contract with someone to write the CDBG Grant Application. A motion was made by Snelson, seconded, by Oakley, and carried to move to Council to approve entering into a contract with MSA Professional Services to conduct the income survey.

Being no further business, the meeting was adjourned at 6:14 pm by Council President Woelfel.

Cullen Peltier, City Administrator