



COMMITTEE OF THE WHOLE
Wednesday, June 18, 2025, 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, Brad Hess, Becca Mosier, Paula Oakley, Dan Watson, Norm Propson, Kathy Schroeder, and Steve Abrams. Also, present were Police Chief Eric Fisher, Police Captain Chuck Schroeder, Deputy Clerk Lori Beck, Fire Chief Craig Carey, Public Works Director Jason Meyer, Library Director D Hankins, City Attorney Sorenson, and City Administrator Cullen Peltier.

GUESTS: Mark Sherry, Ken Irwin, Robert Schermetzler, and Perry Welch.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

A motion was made by Schroeder, seconded by Watson, and carried to approve May 21st, 2025; 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 May were presented. A motion was made by Propson, seconded by Hess, 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:

- a. Police Department
 1. Review of Monthly Report – Chief Fisher informed the Council that the new patches arrived.
- b. Fire Department
 1. Review of Monthly Report – No Report
- c. Emergency Management
 1. Review of Monthly Report - No Report
- d. Municipal Court
 1. Review of Monthly Report – No Report

CITY BUILDINGS AND GROUNDS:

- a. Review of Monthly Report – No Report

RECREATION DIRECTORS: None

PERSONNEL: None

OLD BUSINESS: None

NEW BUSINESS:

- a. Peltier stated that for the 2025 Budget the Insurance costs were budgeted for 15% and in October we informed by McClone that the increase would be 2.9%. The cost savings from insurance were put into the Reserve Accounts since the amount put into Reserves had to be reduced to meet our target levy. The insurance line was reduced in the library budget for insurance to reflect the actual amount and the levy dollars allocated were reduced by the same amount. He noted that the insurance would be over budget because the Council acted after the budget was passed to reimburse those not taking insurance at the amount, they would be eligible for versus what plan they were on when they chose not to take insurance. The library took issue with that and felt that the levy shouldn't be reduced. Peltier stated the Council had 3 options: 1. Add money from the general fund to the library account to equal the amount reduced minus the increase for insurance reimbursement. 2. See where the budget ends up and reimburse library budget overages out of the general fund up to the amount reduced minus the increase for insurance reimbursement. 3. They could leave the budget as is. After discussion it was decided to wait until the end of the year and see where the budget is. No action was taken.
- b. Peltier explained that the Fire Service Contracts with Charlestown and the Town of New Holstein were due at the end of the year. He updated the contracts with a 1% annual increase for the term of the contract. He stated that if approved, the Contracts would be sent to the townships for approval. **A motion was made by Snelson, seconded by Mosier and carried, to move to Council for approval the Fire Service Contract with the Town of Charlestown.**
- c. **A motion was made by Schroeder, seconded by Snelson, and carried to move to Council for approval of the Fire Service Contract with the Town of New Holstein.**
- d. Peltier stated after the proposals for the initial Facilities Needs Assessment came in higher than expected, he scaled down the RFP based off similar projects in other communities. A discussion occurred about when to release the RFP. **A motion was made by Hess, seconded by Snelson and carried to move to Council for approval of the RFP as presented.**

Woelfel recessed the meeting at 6:30 pm to go to the Public Hearing for Sidewalk Replacement and Grinding.

Woelfel reconvened the meeting at 6:35

- e. Woelfel stated he requested this be added so they could place an ad on the State sites and in the newspaper for the Administrator/Clerk/Treasurer position. **A motion was made by Schroeder, seconded by Oakley and carried to send to Council for approval the placement of ads for the Administrator/Clerk/Treasurer position.**
- f. Peltier stated the Kiwanis Club is committed to donating \$15,000 for the Concession Stand Project. They have donated \$3,000 as of now but would like to get a loan from the city to fund the remainder of the donation when the project is ready to proceed. They would then pay the city back at least \$1500 annually until the loan is paid off. Peltier stated this would be the same arrangement the city had with the Lions Club for he the sign at the firehouse. **A motion was made by Snelson, seconded by Hess, and carried to move to Council the agreement between the City and Kiwanis for a loan to cover the donation from the Kiwanis club for the Concession Stand project.**
- g. Peltier explained that they received a resignation notice from the current custodian and they posted the position at the current rate and received 2 applications. One of the applications was viable candidate, but had some barriers that would need to be addressed. After posting, the custodian told staff she would stay if she received additional compensation. It was placed on the agenda for discussion. Since then, she informed staff that she was no longer interested in staying. It was agreed that at this point, we should move forward with the viable candidate at the current rate. Peltier explained that there were two upcoming retirements in the Publics Works Department, and we need to post for the vacancies. The DPW

Mechanic – Street Maintenance position needs to be posted with the revised Position Description, and we would like to be able to post at a higher rate because of the skill set necessary to fill the position. Staff are recommending we be able to offer up to \$34/hour for the position. To do that we would need to update the 2025 Wage Schedule. **A motion was made by Snelson, seconded by Abrams and carried to move to Council to amend the 2025 Wage Schedule by changing the rate for the Mechanic – Street Maintenance worker to up to \$34/hour.**

- h. Peltier stated the Police Union Negotiations Committee, and the Union have been working on the 2026-2027 New Holstein – City Police Union Agreement for several months and have come to an agreement. Attorney Sorenson stated he and his colleagues reviewed the agreement, and it is technically sound. **A motion was made by Propson, seconded by Schroeder, and carried to move to Council for approval the 2026-2027 New Holstein – City Police Union Agreement.**
- i. **A motion was made by Mosier, seconded by Oakley, and carried to move to Council approval of the Purchase of Fire Department Radios from Frank’s Radio with the invoice totaling \$10,153.30.**

Being no further business, the meeting was adjourned at 7:50 pm by Council President Woelfel.

Cullen Peltier, City Administrator