



COMMITTEE OF THE WHOLE

Tuesday, June 2, 2026, 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 Depies. Present were Gene Woelfel, Becca Mosier, Dan Watson, Kathy Schroeder, Paula Oakley, Norm Propson, Ken Thede, Brad Hess, and Jeff Hebl. Also present, City Administrator Scott Depies, Public Works Director Jason Meyer, Police Chief Fischer, Fire Chief Craig Carey, Emergency Management Director Russ Thiel, and Police Captain Schroeder.

GUESTS: None

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

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

CITIZEN COMMENT: None.

FINANCE AND PURCHASING:

None

PROTECTIONS OF PERSONS AND PROPERTY:

- a. Chief Fischer Police Chief Eric Fischer reported 236 total incidents for the month, including 18 ordinance violations involving grass, weeds, and junk vehicles. He also reported one first-offense OWI, two domestic incidents referred for criminal charges, a reckless driving complaint in Kiwanis Park that resulted in a citation, Memorial Day parade coverage by Officer Schallmo and Captain Chuck Schroeder, and an active investigation involving eggs thrown at a vehicle. He noted that activity had otherwise been relatively calm entering the summer season.
- b. Chief Carey reported eight calls for the month of May, including four mutual aid structure fire responses, a tractor fire in the Town of Charlestown, a pile of logs left burning in a field, a possible gas leak, and a lift assist. He also reported that the department had experienced six calls in eight days, including major structure fires and an automobile accident.
- c. Emergency Management Director Thiel reported that he had reapplied for a grant and did not expect an award decision until fall. He also reported that the refurbished siren installation was expected within the next few weeks, updates had been made to the emergency response plan and parade/picnic materials, and he planned to participate in a tabletop emergency management exercise in Cleveland in October with the intent of bringing back ideas for a local tabletop exercise later in the year.

- d. Municipal Court reported activity for April and May, including 38 adult cases consisting of 19 no contest or guilty pleas, 14 guilty by default, and five not guilty pleas to be set for pretrial. Three juvenile matters were also reported, consisting of one guilty by default, one no contest or guilty plea, and one deferred prosecution reviewed. Five adult pretrials were also noted, including one arrangement held open for the City Attorney.

CITY BUILDINGS AND GROUNDS:

- a. Director Meyer reported that Public Works installed five wheelchair ramps, built the catch basin at City Hall, completed curb and gutter work associated with upcoming road projects, and prepared the pool for the season. He also reported that the heavy refuse event cost just under \$1,500, offset in part by approximately \$500 in scrap revenue. He advised that work at Optimist Park had begun in preparation for the playground project, that the sidewalk program was moving forward, and that Northeast Asphalt was expected to begin work on June 15, with road base work to follow. Additional discussion noted that the pool had no breaks upon reopening this year and that the new boiler was warming the pool significantly faster than the prior system. Additionally, it was reported that cameras for the compost site were scheduled for installation the following day.

PERSONNEL:

- a. Administrator Scott Depies reported that several applicants had applied for the part-time custodian position, two interviews had been conducted that day, and one applicant would be selected and offered the position.

OLD BUSINESS:

- a. **SEH Presentation on Needs Assessment for NHPD and City Hall**
Representatives from SEH presented their proposal for a space needs assessment for the Police Department and City Hall, outlining a study process that would evaluate current facility conditions, stakeholder needs, space programming, site considerations, conceptual options, cost estimates, and long-term planning. Committee discussion focused on the age and limitations of the current building, including accessibility, security, election use, court functions, and broader municipal space needs, with members emphasizing the importance of evaluating the building as a whole municipal facility rather than solely as a police department project. A motion was made by Mosier, seconded by Oakley, and carried to recommend to the Common Council that the City contract with SEH for the study.

NEW BUSINESS:

- a. None

MISCELLANEOUS:

None

FUTURE AGENDA ITEMS:

None

Being no further business, the meeting was adjourned.

Scott Depies

City Administrator