



CITY OF NEW HOLSTEIN COMMON COUNCIL MEETING MINUTES

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Wednesday, May 20, 2026

6:15 PM

City Hall

The regular monthly meeting of the Common Council was called to order by Mayor Jeff Hebl, presiding. The Pledge of Allegiance was recited.

Council members Gene Woelfel, Brad Hess, Becca Mosier, Norm Propson, Ken Thede, Kathy Schroeder, Paula Oakley, and Dan Watson were present at roll call. Also present were City Administrator Scott Depies, Police Chief Eric Fischer, DPW Director Jason, Fire Chief Craig Cary, and Police Captain Chuck Schroeder.

Others in attendance:
None

It was noted that the meeting was properly announced.

A motion was made by Watson, seconded by Schroeder, and carried to approve the agenda.

A motion was made by Propson, seconded by Woelfel, and carried to approve the minutes from the previous Common Council meeting on April 21, 2026.

Public Hearing- In the Matter of Proposed Special Assessments for the Replacement of Repair of Sidewalks Pursuant to Section 66.0703(5) Stats.:

The public hearing was called to order. It was noted that notice of the hearing was published as required by law. It was reported that the listed property owners were contacted regarding the sidewalk program and that the responses received were generally supportive. No objections were presented, and the public hearing was adjourned.

Citizen Input:
None

Consent Agenda:

The Mayor requested a motion regarding the Consent Agenda. A motion was made by Mosier, seconded by Watson, and carried to approve the Consent Agenda.

Approval of Financial Reports:

Financial Reports were presented and approved as part of the Consent Agenda, approving the Treasurer's report and Invoices totaling \$323,261.18 as of May 20, 2026.

Approval of Park Use and Special Event Applications:

No Park use or special event applications were presented.

Approval of License:

The Mobile Food Vendor License Application for Jo's Coffee Barn LLC and the AB-220 Temporary Alcohol Beverage License for American Legion Post 124 for the Memorial Day Parade/Dinner on May 25, 2026 and the NH Picnic/Parade on July 12, 2026 were approved as part of the Consent Agenda.

Reports of Departments and Committees: Police Department Petty Cash - \$87.75; Building Permits \$1,525,468; Library Receipt Report \$3,825.11.

Minutes: Committee of the Whole April 21 and May 5, Library Board April 13, Utilities and Sanitary Sewer Commissions March 24, and Board of Review minutes of May 12 were accepted.

Action Items:

1. Discussion – Needs Assessment for NHPD and City Hall:

Administrator Depies provided an overview of the four proposals received for the needs assessment of the Police Department and City Hall. Chief Fischer reported that SEH submitted the strongest overall proposal and was invited to present at the Committee of the Whole meeting on June 2, 2026. No action was taken.

2. Discussion/Action – Northeast Asphalt Bid for 2026 Pavement Improvement Projects:

Administrator Depies reported that one bid was received from Northeast Asphalt in the amount of \$105,390 for the 2026 pavement improvement projects. A motion was made by Woelfel, seconded by Mosier, and carried to approve the Northeast Asphalt bid.

3. Discussion/Action – Inclusion of AB-105 to Municipal Fee Schedule:

Administrator Depies proposed adding an AB-105 Alcohol Beverage License to the Municipal Fee Schedule with a recommended processing fee of \$25. A motion was made by Propson, seconded by Oakley, and carried to approve the inclusion of the AB-105 License Application in the Municipal Fee Schedule.

4. Discussion/Action – Renewal of Cellular Contract with Cellcom:

Depies informed the Council that the City's current cellular contract with Cellcom was expiring and that the proposed renewal would maintain current pricing, allow for equipment upgrades, and avoid replacement and setup costs associated with changing providers for Police Department equipment. A motion was made by Mosier, seconded by Propson, and carried to approve the renewal.

5. Action – Surcharge Fuel Pricing for Lawncare Service:

A motion was made by Mosier, seconded by Schroeder, and carried to approve the surcharge fuel pricing under the contract with Gary's Lawn Service

6. Action – Resolution 1600– A Resolution Authorizing the Replacement and Repair of Sidewalks and Levying Special Assessments Against Benefited Property:

A motion was made by Woelfel, seconded by Propson, and carried to approve Resolution 1600

7. Action – Resolution 1601 – A Resolution Calling for Increased State Aid for Local Roads:

A motion was made by Oakley, seconded by Mosier, and carried to approve Resolution 1601.

8. 1st Presentation – Ordinance 691 – An Ordinance of the Municipal Code of the City of New Holstein Amending Section 9.04 (3):

The first presentation of Ordinance 691 was made. No action was taken.

9. 1st Presentation – Ordinance 692 – An Ordinance of the Municipal Code of the City of New Holstein Amending Section 7.02 (3) and Section 20.04 First Penalty:

The first presentation of Ordinance 692 was made. No action was taken.

Miscellaneous Business:

None

Being no further business, the meeting adjourned.

Scott Depies

City Administrator/Clerk