



COMMITTEE OF THE WHOLE

Tuesday, September 1, 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 Administrator Depies. Present were Gene Woelfel, Becca Mosier, Dan Watson, Kathy Schroeder, Paula Oakley, Norm Propson, and Mayor Jeff Hebl. Also present, City Administrator Scott Depies, Public Works Director Jason Meyer, Fire Chief Craig Carey, Emergency Management Director Russ Thiel, and Police Captain Schroeder.

GUESTS: Mark Sherry and Roger Rother

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

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

CITIZEN COMMENT:

None

FINANCE AND PURCHASING:

None

PROTECTIONS OF PERSONS AND PROPERTY:

- a. Police Captain Schroeder reported 272 calls for service during August, including 70 traffic stops. The department responded to a stalking and harassment complaint that resulted in the individual being taken into custody. Additionally, during the month, the Department dispatched for an alcohol-related operating offenses, a domestic disturbance, a two-vehicle accident, curfew violations including underage alcohol possession. Officer Doty completed a 40-hour basic SWAT course, elements related to his future participation on the regional team will be presented to the Council.
- b. Chief Carey reported eight calls during August, including two structure fires, a carbon monoxide call involving a faulty detector, two fire alarms, two medical assists, and an automobile accident.
- c. Emergency Management Director Thiel clarified that the City may cancel the FEMA Building Resilient Infrastructure and Communities Grant if proposals exceed the approved budget, but additional state funding options would be pursued before cancellation. A first draft of the request for proposals was submitted for administrative review
- d. The Municipal Court monthly report for August was reviewed including adult, juvenile, and pretrial case statistics.

CITY BUILDINGS AND GROUNDS:

- a. Director Meyer reported that the department installed a catch basin on Mary Street and two accessible ramps, drained and began winterizing the pool, cleaned and waxed the Chalet and Community Center floors, completed the sidewalk program, trimmed vegetation along Wisconsin Avenue and Calumet Drive, cleared the compost site through an agreement with a local farm, and began weekly marking of football and soccer fields.

PERSONNEL:

- a. None

OLD BUSINESS:

a. EPA Brownfields Grant Debriefing for Tecumseh Site

Administrator Depies summarized the debriefing regarding the City's unsuccessful EPA Brownfields Grant application. The application scored well but would benefit from a tighter narrative, clearer connections to future site uses and community involvement, and greater emphasis on the site's impact on the City. Depies will consult with the Wisconsin Department of Natural Resources and Tecumseh's environmental representative regarding phased remediation, slab maintenance, site restrictions, and continuing environmental liability. No action was taken.

b. Memorial Bench Application for Reineck Woods

Administrator Depies presented additional information regarding the proposed bench location and available bench styles. Both styles would fit below the entrance sign, and the applicant would be responsible for all costs associated with the bench, footings, and installation. A motion was made by Schroeder, seconded by Mosier, and carried on a 5-1 vote, with Woelfel voting no, to recommend to the Common Council approval of the memorial bench application as requested.

NEW BUSINESS:

a. Habitat for Humanity Presentation and Potential Housing Partnership

Habitat for Humanity's representative, Roger Roth presented on the organization's interest in acquiring and developing multiple residential lots in New Holstein for affordable owner-occupied housing. Potential locations, infrastructure needs, applicant income qualifications, no-interest financing, homeowner education, and required sweat-equity participation were discussed. City officials will identify and share potential public and private sites for further consideration. No action was taken.

b. Purchase of Trailer for Public Works Mini Excavator

Director Meyer reported that the City's 1995 trailer does not have adequate rated capacity for the mini excavator. The proposed 14,000-pound tip trailer would safely accommodate the mini excavator, could also transport other equipment, and could be purchased from the current machinery and equipment budget. The existing trailer would be sold or traded. A motion was made by Mosier, seconded by Propson, and carried to recommend to the Common Council approval of the trailer purchase.

MISCELLANEOUS:

None

FUTURE AGENDA ITEMS:

None

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Being no further business, the meeting was adjourned.

Scott Depies

City Administrator