# COMMITTEE OF THE WHOLE

## Tuesday, October 6, 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, Brad Hess, Ken Thede, and Mayor Jeff Hebl. Also present, City Administrator Scott Depies, City Attorney Steve Sorenson, Public Works Director Jason Meyer, Fire Chief Craig Carey, Police Chief Eric Fisher, Emergency Management Director Russ Thiel, Police Captain Schroeder, and Recreation Director Wier.

**GUESTS:**
None

**APPROVAL OF THE AGENDA:**
A motion was made Oakley, seconded by Watson, and carried to approve the agenda as presented.

**APPROVAL OF MINUTES:**
A motion was made by Propson, seconded by Thede, and carried to approve the minutes from the previous meeting.

**CITIZEN COMMENT:**
None

**FINANCE AND PURCHASING:**
Administrator Depies provided an update on 2027 budget formation. The State inflation factor was released at 3.3 percent and will be used for preliminary wage budgeting. The health insurance increase was received at 3 percent, below the 19 percent previously budgeted, and State aid estimates were generally level the same as 2025 levels.

**PROTECTIONS OF PERSONS AND PROPERTY:**

a. Police Chief Fisher reported 329 incidents during September. Significant activity included a disturbance involving a weapon, a hit-and-run investigation resolved with assistance from the Flock camera system, and a stabbing resulting in an arrest. The department continued investigating loud explosions reported in the City, addressed an increase in unsecured doors found during nighttime checks, and continued enforcement regarding an individual residing in a camper in violation of City requirements.

b. Chief Carey reported five calls during September, including four fire alarms and one automobile accident. The department participated in the Golden Harvest Fest, conducted Fire Prevention Week education regarding lithium battery charging safety, provided fire safety instruction to students, and began annual building inspections.

c. Emergency Management Director Thiel reported that he would attend an emergency management tabletop exercise in the Village of Cleveland. Additionally, the request for proposals for the Calumet Drive stormwater mitigation project was issued, with proposals due at the end of October.

d. There were no updates from the Municipal Court.

**CITY BUILDINGS AND GROUNDS:**

a. Director Meyer reported that the department replaced two collapsed catch basins in Kiwanis Park, winterized the aquatic center, poured approximately 30 yards of concrete at the City garage, supported the Trinity soccer tournament, and assisted the Optimist Club with its new playground.

**RECREATION DIRECTOR:**

a. Recreation Director Weir presented the annual New Holstein Aquatic Center report. The facility employed 53 staff members, sold 490 season passes, recorded 10,646 open-swim visits and approximately 16,000 total visits over 89 operating days, and provided lessons to 442 children. There were no EMS calls and lifeguards completed nine saves. Future priorities included pool deck furniture, bathhouse flooring, pump maintenance, and continued evaluation of pool infrastructure.

**PERSONNEL:**

a. Administrator Depies reported that the part-time custodian resigned due to limited fall availability. A previous applicant expressed possible interest, and the position was posted. The position generally requires 10 to 15 flexible hours per week.

**OLD BUSINESS:**

**a. Calumet Drive Stormwater Mitigation Project Request for proposals**
Administrator Depies and Emergency Management Director Thiel reported that the request for proposals had been issued and firms had been contacted regarding the project. Proposals were due at the end of October. No action was taken.

**b. City Hall Space Needs Assessment Update**
Administrator Depies and Chief Fisher presented preliminary concepts prepared by SEH for City Hall and Police Department space needs. Options included locating the Police Department above a new garage addition or retaining the department in the lower level while expanding City Hall operations into the proposed extension. Discussion focused on how the preliminary concepts would address the City's operational and space needs while considering accessibility, continuity of services during construction, potential funding, and overall project costs. The concepts remained preliminary. No action was taken.

**NEW BUSINESS:**

**a. NHFD Quote for Replacement Radios**
Chief Carey presented a proposal to replace the radio in Engine 22 with equipment capable of VHF and 800 MHz communications. The proposed radio cost was $9,106.60, with installation and relocation of the existing radio to the truck bay estimated at $1,121.50. Funding was available in the department capital account. A motion was made by Mosier, seconded by Schroeder, and carried to recommend to the Common Council approval of the replacement radio proposal.

**b. Lease Agreement of the Former Tecumseh Site by MP-Systems Inc.**
Administrator Depies informed the Committee of a proposed lease with MP-Systems Inc. for use of the former Tecumseh site as an equipment staging and storage area for a regional high-voltage electrical project. The agreement outlines the terms and responsibilities associated with MP-Systems Inc.'s use of the property. The agreement remained under review by MP-Systems Inc. No action was taken**.**

**c. Assignment Agreement between Broski's Properties LLC and Bristol Morgan Bank**
Administrator Depies and Attorney Sorenson presented an assignment agreement that would allow Bristol Morgan Bank to assume responsibility for completing the Kennedy Drive duplex project if Broski's Properties LLC were unable to fulfill its obligations under the development agreement. A motion was made by Propson, seconded by Oakley, and carried to recommend approval of the assignment agreement to the Common Council.

**MISCELLANEOUS:**
None

**FUTURE AGENDA ITEMS:**
None

Being no further business, the meeting was adjourned.

Scott Depies
City Administrator