COMMON COUNCIL MEETING
Wednesday, February 19, 2025

A regular and open meeting of the City of New London Common Council was convened on February 19, 2025 at 6:31 p.m. in the Council Chambers of the Municipal Building. After the Pledge of Allegiance, roll was called.

Presiding: Mayor Mark Herter

Members Present:
John Hass, Robert Besaw, John Faucher, Timothy Roberts, Michael Barrington, Dave Dorsey, Charlene Magolski, BaLynda Croy (Via Zoom)

Members Absent: Dennis Herter, Bernie Ritchie

Officers Present: City Clerk Nicole Ryerson, City Attorney Keith Steckbauer, Video & Marketing Producer Katie Hopkins, Director of Public Works Robert Garske, Director of Parks & Recreation Ginger Sowle, Police Chief Jeff Schlueter, Police Captain Josh Wilson, Utilities Manager Jay Bessette, City Administrator Chad Hoerth.

VISITORS: Brad Werner - Vice President McMahon Associates, Jeff Gulbrandsen, Donna Wochinski, Dan & Amber Ramos (left at 7:05pm), Pat Toney (left at 6:51pm), Holly Schweitzer (left at 6:44pm), and Andy Thorpe (left at 6:44pm).

AGENDA: Barrington to approve Agenda. Faucher moved to strike item E.3. from agenda. Magolski seconded. *Carried 8-0*

MINUTES: Faucher / Dorsey to approve the January 21, 2025 Common Council Minutes as written. *Carried 8-0.*

BILLS: Dorsey / Faucher to authorize the payment of invoices in the amount of $ 1,304,160.50. *Carried 8-0*

PUBLIC HEARING FOR LEVYING SPECIAL ASSESSMENT AGAINST ALL BENEFITTED PROPERTY OWNERS ON OSHKOSH STREET FROM WOLF RIVER AVE TO PERSHING ST:
At 6:30p the mayor called for public hearing three times. No one spoke.

PUBLIC COMMENT:
Pat Toney, Holly Schweitzer, and Andy Thorpe (in that order) each spoke and introduced themselves as school board candidates.

STANDING & SPECIAL COMMITTEES:

BOARD OF PUBLIC WORKS –

1. Minutes of the 2/3/25 meeting were read by Hass.
2. Hass/Barrington to approve agreement with Mid-State Asphalt, LLC for Concrete Crushing and Removal. *Carried 8-0*
3. Hass/ Dorsey to approve Resolution 1482 - Final Assessment for Oshkosh St sanitary & water lateral construction. *Carried 8-0*

<u>FINAL RESOLUTION AUTHORIZING IMPROVEMENTS AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY</u>

WHEREAS, a public hearing was held for the City of New London, Waupaca-Outagamie Counties, Wisconsin, in the Council Chambers of the Municipal Building at 6:30 P.M. on February 19, 2025 for the purpose of hearing all interested persons concerning the Preliminary Resolution and Engineers Report for reconstruction of sanitary laterals within the rights-of-way of all property fronting upon the following streets:

**SANITARY and WATER LATERAL REHABILITATION:**

All property fronting upon both sides of Oshkosh Street from the intersection of West Wolf River Avenue to Pershing Street. All corner lots of Oshkosh Street that front an adjoining side street from Pershing Street to Wolf River Avenue

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of New London, Waupaca-Outagamie Counties, Wisconsin, as follows:

2. That the Engineers Report pertaining to the construction of the above described improvements, including final plans and specifications therefore, is hereby adopted and approved.

3. That the Board of Public Works is authorized and/or directed to carry out the work of such improvement in accordance with the Engineers Report.

4. That payment for said improvements be made by assessing the cost to the property benefited as indicated in said Report.

5. That the assessments shown on said Report are correct estimates and have been determined on a reasonable basis and are hereby confirmed.

6. That the assessments for all projects included in said Report are hereby combined as single assessment, but any interested property owner shall be entitled to object to any assessment separately or all assessments jointly for any purpose or purposes.

7. That the assessments may be paid in cash in ten (10) annual installments to the City Treasurer, deferred payments to bear interest at the rate of 1% per annum on the unpaid balance. Installments or assessments not paid when due, shall bear additional interest on the amount due at the rate of 1% per annum.

The City Clerk is directed to publish this Resolution as a Class I Notice in the official newspaper.

7. The City Clerk is further directed to mail a copy of this Resolution and a statement of final assessment against this property to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Adopted this 19th day of February, 2025

_____
Mark Herter, Mayor

Attest:

_____
Nicole Ryerson, City Clerk

4. Hass / Barrington to award contract to PTS Contractors, Inc. in the amount of $4,201,299.00 for Oshkosh Street reconstruction. *Carried 8-0.*
5. Hass / Magolski to authorize Director of Public Works to approve change orders in the total collective amount of up to $100,000 for Oshkosh Street Reconstruction. *Carried 8-0.*
6. Hass / Dorsey to approve McMahon agreement for Oshkosh St construction services. *Carried 8-0.*
7. Hass / Barrington to approve Yard Waste Site agreement with the Town of Mukwa. *Carried 8-0.*
8. Hass / Magolski to approve Yard Waste Site agreement with the Town of Caledonia. *Carried 8-0.*

FINANCE & PERSONNEL –

1. Minutes of the 2/5/25 meeting were read by Dorsey.
2. Dorsey/ Hass to approve monthly License List. *Carried 8-0.* A complete listing of the individual licenses is printed at the end of these minutes.
3. Dorsey / Faucher to approve Resolution 1483 assigning fund balance for year-end 12/31/2024. *Carried 8-0*

A RESOLUTION ASSIGNING FUND BALANCE

WHEREAS, it is good fiscal policy to anticipate expenses and to set aside money for predicted events,

NOW, THEREFORE, BE IT RESOLVED that the City of New London Common Council hereby resolves as follows:

To set aside and designate fund balance to be spent in the following categories:

| | | |
|---|---|---|
| New Library Reserve | $ | 1,663 |
| Capital Projects Reserve | $ | 1,017,492 |
| Revaluation Reserve | $ | 71,000 |
| Cable TV | $ | 360,783 |
| Debt Service Reserve | $ | 172,156 |
| Boat Launch | $ | 60,184 |
| Trails/ATC | $ | 51,575 |
| Downtown Façade/Economic Development | $ | 208,019 |
| Downtown Revitalization/City Beautification | $ | 2,006 |
| Retirement Reserve | $ | 785,000 |
| Technology | $ | 30,296 |

| | | |
|---|---|---|
| Dog Park | $ | 3,694 |
| Disk Golf | $ | 1,409 |
| Weather Sirens | $ | 30,000 |
| Krostue Park | $ | 10,000 |
| Radios | $ | 1,577 |
| Save the Birds | $ | 1,616 |
| Park Equipment | $ | 2,837 |
| Community Garden | $ | 312 |
| Wellness | $ | 12,074 |
| Flock Cameras | $ | 47,301 |
| New London Veterans Memorial Foundation | $ | 5,798 |
| Health Insurance | $ | 170,000 |
| Wheel Tax | $ | 159,778 |
| Robert Polaske Estate – Police | $ | 22,919 |

Adopted this 19th day of February, 2025

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Mark Herter, Mayor

Attest:

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Nicole Ryerson, City Clerk

4. Dorsey / Faucher to approve Resolution 1484 amending 2024 budget. *Carried 8-0*

WHEREAS, it is good public policy to keep the citizens apprised of the actual outcome of Municipal operations; and

WHEREAS, the accounting period for 2024 is over and final audit of 2024 revenues and expenses is taking place;

NOW, THEREFORE, BE IT RESOLVED that the City of New London Common Council here by resolves as follows.

That the 2024 Budget be amended and restated as follows:

| GENERAL AND DEBT SERVICE FUND EXPENDITURES | 2024 ORIGINAL BUDGET | 2024 BUDGET AMENDED |
|---|---|---|
| General Government | $ 1,520,037 | $ 1,459,635 |
| Public Safety | $ 2,933,117 | $ 2,933,117 |
| Public Works | $ 1,196,917 | $ 1,196,917 |
| Health & Human Services | $ 235,885 | $ 235,885 |
| Culture-Recreation-Development | $ 2,295,709 | $ 2,295,709 |
| Equipment Maintenance | 145,000 | 155,000 |
| Capital Fund | $ 500,000 | $ 550,000 |
| Debt Service | $ 1,049,438 | $ 1,049,840 |
| TOTAL GENERAL AND DEBT SERVICE FUND EXPENDITURES | $ 9,876,103 | $ 9,876,103 |

Adopted this 19th day of February, 2025

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Mark Herter, Mayor

Attest:

_____
Nicole Ryerson, City Clerk

5. Dorsey / Besaw to authorize Memorandum of Intent between the City of New London, New London Area Chamber of Commerce and the School District of New London for a grant writer position. *Carried 8-0.*
6. Dorsey / Hass to pass Resolution 1485 delegating authority to the New London Library & Museum Board for the construction contract administration of the library project. *Carried 8-0.*

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF NEW LONDON,
WISCONSIN, DELEGATING AUTHORITY TO THE NEW LONDON LIBRARY AND MUSEUM BOARD FOR THE CONSTRUCTION CONTRACT ADMINISTRATION OF THE NEW PUBLIC LIBRARY PROJECT

WHEREAS, the City of New London has been awarded a $3.9 Million Flexible Facilities Program Grant from the State of Wisconsin for the renovation of the building at 113 W North Water Street into a new Public Library; and

WHEREAS, the New London Municipal Code Chapter 1, Section 1.33 establishes the Library and Museum Board and vests it with the powers and duties prescribed by Wisconsin State Statute §43.54; and

WHEREAS, Wisconsin State Statute §43.58(1) provides that library boards shall have exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund; and

WHEREAS, Wisconsin State Statute §43.58(1) provides that library boards shall have exclusive charge, control and custody of all lands, buildings, money or other property devised, bequeathed, given or granted to, or otherwise acquired or leased by, the municipality for library purposes; and

WHEREAS, Wisconsin State Statute §43.58(2) provides that the library boards shall audit and approve all expenditures of the public library and forward the bills or vouchers covering the expenditures, setting forth the name of each claimant or payee, the amount of each expenditure. and the purpose for which it was expended, to the appropriate municipal financial officer; and

WHEREAS, the Common Council seeks to ensure efficient administration of the library renovation project while maintaining appropriate oversight and compliance with the Flexible Facilities Program grant requirements;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of New London, Wisconsin, as follows:

SECTION 1. Delegation of Authority. The Common Council, as denoted in Municipal Code Chapter 1 and Wisconsin State Statute §43, reaffirms delegation to the New London Library and Museum Board the authority to:

8. Award and execute engineering and construction contract(s) for the renovation of the building at 113 W North Water Street into the new Public Library;

9. Review and approve change orders related to the construction project;

10. Review and authorize engineer and contractor pay requests throughout the duration of
the construction project.

SECTION 2. Limitations and Requirements. This delegation of authority shall be subject to:

8. Compliance with all applicable state and local procurement laws and regulations;

9. Adherence to the requirements of the Flexible Facilities Program Grant;

10. Regular reporting to the Common Council on the progress of the construction project and any significant changes or issues that arise.

SECTION 3. Effective Date. This resolution shall take effect immediately upon passage and publication as required by law.

Adopted this 19th day of February, 2025

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Mark Herter, Mayor

Attest:

_____
Nicole Ryerson, City Clerk

7. Dorsey / Faucher to approve the Hiring Wage Schedule Adjustment of 2%. *Carried 8-0.*

PARKS & RECREATION –

1. Minutes of the 2/4/25 meeting were read by Besaw
2. Besaw / Faucher to approve an Ordinance Amending the City of New London Code to Permit Animals at Special Events [2nd reading]. Barrington stated he didn't think dogs should be allowed at fireworks. *Carried 7-1 (Barrington against).* Ordinance 1450 is published separately and printed in the ordinance book.
3. Besaw / Dorsey to approve Agreement with ECWRPC for the 5-year Comprehensive Outdoor Recreation Plan. *Carried 8-0.*

4. Besaw / Magolski to approve Agreement with BlueStem for the tree inventory. *Carried 8-0.*
5. Besaw/ Barrington to approve Ash Tree disposal policy. *Carried 8-0.*

PLAN COMMISSION –

1. Minutes of the 1/30/2025 meeting were read by Mayor Herter.

ECONOMIC DEVELOPMENT COMMITTEE –

1. Minutes of the 1/28/2025 meeting were read by Dorsey.
2. Dorsey / Hass to renew Downtown Façade Improvement Grant program for 2025, allocating $40,000 from the Economic Development Assigned Fund balance. *Carried 8-0.*

CAPITAL PROJECTS & EQUIPMENT COMMITTEE

1. Hass/Besaw to replace 2014 Plow Truck, for the Public Works Department, estimated cost $300,000. *Carried 8-0.*
2. Hass/Barrington to replace copier at the pool, estimated cost $2,400. *Carried 8-0.*
3. Hass/Faucher to approve Street and Sidewalk Program for $100,000. *Carried 8-0.*
4. Hass/Magolski to approve PD Retaining Wall, estimated cost $35,000*. Carried 8-0.*
5. Hass/Dorsey to approve Roof Assessment at City Hall, Library / Museum, Senior Center and Police Department, estimated cost $5,578. *Carried 8-0.*
6. Hass/Besaw to approve Camera Upgrades at the Aquatic and Fitness Center, estimated cost $3,015. *Carried 8-0.*
7. Hass/ Faucher to approve Fitness Room Cardio Equipment, estimated cost $8,100. *Carried 8-0.*
8. Hass/Barrington to approve Pfeifer Bleacher Upgrades, estimated cost $20,000. *Carried 8-0.*
9. Hass/Barrington to approve Remote Tablets/Covers/Keyboard for New Time & Attendance System, estimated cost $4,813. *Carried 8-0.*
10. Hass/Besaw to approve Digital Sign Re-Wrap at Library/Museum, estimated $3,200. *Carried 8-0.*

Minutes and Reports distributed:

1. Library & Museum minutes – 1/20/2025 and Directors' Reports
2. Police & Fire Commission–1/20/2025, 2/6/2025 & 2/10/2025
3. Utility minutes – 1/7/2025 & 1/21/2025
4. Building Inspection Report – January 2025
5. Housing Authority minutes –1/27/2025
6. Cemetery Commission – 12/10/2024
7. Capital Equipment & Projects minutes -2/5/2025

**REPORT OF OFFICERS on recent events & public announcements:**
**Mayor Herter** thanked employees with service anniversaries.

**City Clerk Nicole Ryerson** made some announcements about the Spring election on April 1. March 11 is the deadline for Clerk's Office to send absentee ballots for all requests on file for the 2025 Spring Election. In-person early voting offered during office hours March 18-28.

**City Administrator Chad Hoerth** highlighted the 2025 Building Façade Improvement Grant Program and recognized service anniversaries:

Dave Vincent – 4 years

**Police Chief Jeff Schlueter** announce his retirement after 29 years with the police department – 15 ½ years as chief. He expressed gratitude to the Citizens, the New London Police and Fire Commission, the City Council, the Mayors of New London, colleagues at City Hall, other area law enforcement agencies and the officers and dispatchers of the department. He said his last day in the office will be March 14th. Captain Josh Wilson will serve as Interim Chief until a permanent replacement is appointed. He recognized service anniversaries:

Anna Buettner - 1 year
Nick Kamba - 15 years
Jeff Schlueter - 29 years
Brent Seavecki - 10 years
Lisa Taylor - 15 years

**Director of Public Works Robert Garske** said the Oshkosh St. project will start mid/late March and be done mid-October. He said it will start with pumping groundwater. The project will be done in several phases. Washington St intersection will be kept open until school is out of session.

**Director of Parks & Recreation Ginger Sowle** said the ice rink by the municipal garage, winter hiking trails at Hatten Park and sledding hill are all open. She announced this year's leprechaun hunt thru March 12. She said people interested in the hunt could stop down at the Parks & Rec Office, the Aquatic & Fitness Center, Senior Center and the Washington Center gym for clue cards.

**General Manager of New London Utilities Jay Bessette** reported a water main last Friday on Millard & Menasha St around 9AM. He said crews made the repair at noon. He recognized service anniversaries:

Jackie Leyva – 11 years

At 7:22 p.m. there being no other business Roberts / Faucher to adjourn. *Carried 8-0.*

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Nicole Ryerson, City Clerk
2/19/2025

## APPLICATION FOR LICENSE
## FEBRUARY 2025

**REQUIRES COUNCIL APPROVAL**

**SERVER'S LICENSE**

| NAME | ORGANIZATION |
|---|---|
| ABBY BIENIEWSKI | BREE'S INN II |

**CIGARETTES/TOBACCO PRODUCTS/ELECTRONIC VAPING DEVICES**

| D/B/A NAME | ORGANIZATION | BUSINESS ADDRESS | AGENT NAME |
|---|---|---|---|
| | VXP LLC | 1200 N. SHAWANO ST, STE. 5 | KANWAL SINGH |