

COMMITTEE OF THE WHOLE MEETING MINUTES
TUESDAY, MARCH 4, 2025, 7:00 PM
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR
MEETING IS OPEN TO THE PUBLIC AND IS HANDICAPPED ACCESSIBLE
CITY MEETINGS CAN BE WATCHED LIVE OR RECORDED
ON THE CITY OF BERLIN YOUTUBE PAGE @CITYOFBERLIN5623

1. Roll Call: *Mayor Joel Bruessel called the meeting to order. Alderperson Boeck – Aye, Alderperson Burgess – Aye, Alderperson Durtschi – Aye, Alderperson Nigbor – Aye, Alderperson Przybyl – Aye, Alderperson Stobbe – Aye. Staff present were: Police Chief Pulvermacher, Chief Berlin EMS Evan VandenLangenberg, Planning and Development Director Tim Ludolph, City Administrator Jessi Balcom, and Deputy Clerk Treasurer Debbie Thiel.*
2. Virtual Attendees Seated (if necessary). *None.*
3. General Public Comments. Registration card required (located at podium in Council Chambers). *None.*
4. Approval of Minutes. RECOMMENDATION: Approve the minutes from the February 4, 2025 Committee of the Whole meeting.
Alderperson Burgess made a motion to approve the minutes from February 4, 2025. Alderperson Przybyl seconded the motion. Motion carried with a unanimous voice vote.
5. Potential developer presentation by PRE/3 regarding a development proposal for multifamily buildings in TID 16. RECOMMENDATION: Listen to PRE/3's presentation with discussion as appropriate in open and closed sessions.
Presentation was given by Bob Murray and Josh Kenitzer of PRE/3 regarding a housing development for the everyday American Worker, North of Juliette Manor. This was discussed further in closed session.
6. Police Department Annual Report review. RECOMMENDATION: Review the Police Department Annual Report being provided for your information.
Police Chief Pulvermacher asked if there were any questions on his annual report. After some discussion and questions regarding body cameras and federal government grants not coming in as quickly as they would like, Chief Pulvermacher was thanked for his support out in the community. When asked what his #1 celebration was since coming to Berlin, Chief Pulvermacher said he couldn't just pin one thing down but is very appreciative of the community support for his department.
7. Approval of Paramedic Training Agreement. RECOMMENDATION: Recommend to Common Council to approve the Agreement Between City of Berlin and EMT employees for payment of Paramedic Training tuition.
After discussion was held regarding the Paramedic training a motion was made by Alderperson Burgess to approve the training pending legal approving the contract for the employees to sign. Alderperson Stobbe seconded the motion. Motion carried with a unanimous voice vote.
8. Submit Ambulance Request to Green Lake County. RECOMMENDATION: Recommend to the Common Council to submit a request to Green Lake County for the purchase of an ambulance.
Chief of Berlin EMS Evan VandenLangenberg gave a presentation on quotes for a new ambulance recommending staying with Lifeline. All their other vehicles are Lifeline and the team likes the setup. The vehicles are on a three-year rotation after 15 years. After discussion a motion was made by Alderperson Przybyl to move for approval at the Common Council meeting. Alderperson Nigbor seconded the motion. Motion carried with a unanimous voice vote.

9. Application Process and Permit Form establishment for Child Safety Zones Exception Permit.
RECOMMENDATION: Recommend to Common Council to approve the application process and permit form for the Child Safety Zones Exception Permit per Ordinance Section 46-173(9).
Chief Pulvermacher gave a presentation regarding the application and permit form for Ordinance Section 46-173(9). Alderperson Durtschi made a motion to move for approval to the Common Council Meeting. Alderperson Stobbe seconded the motion. Motion carried with a unanimous voice vote.
10. Review of proposals for Capital Improvement Plan Development
 - a. Proposal by MSA
 - b. Proposal by Robert W. Baird & Co. IncorporatedRECOMMENDATION: Recommend to Common Council to approve a Capital Improvement Plan Development proposal to be paid for with ARPA funds.
It was recommended by City Administrator Jessi Balcom to go with Robert W. Baird & Co. Incorporated. They have been helping with answering questions and know our systems. Alderperson Burgess made a motion to accept the recommendation and move to Common Council Meeting for approval. Alderperson Przybyl seconded the motion. Motion carried with a unanimous voice vote.
11. Emergency Management Director appointment. RECOMMENDATION: Listen to staff presentation.
City Administrator Balcom gave a presentation on how she sees the new Emergency Management Director working. Four hours have been dedicated to the Emergency Management position and feels it makes sense to move that position to the fire department. That position would receive a monthly stipend like the Fire Chief, Fire Captain, ect. Discussion followed regarding what type of training that person would need. The Police and Fire Commission will be discussing at their March meeting so more information will be brought to the Common Council Meeting.
12. Approval of Dissemination Agent Services Agreement with Robert. W. Baird & Co. Incorporated. RECOMMENDATION: Recommend to Common Council to approve the Dissemination Agent Services Agreement with Robert. W. Baird & Co. Incorporated.
Alderperson Stobbe made a motion to move to the Common Council meeting for approval. Alderperson Durtschi seconded the motion. Motion carried with a unanimous voice vote.
13. Approval of General Accounting Engagement with Robert W. Baird & Co. Incorporated. RECOMMENDATION: Recommend to Common Council to approve the General Accounting Consulting Services Agreement with Robert W. Baird & Co. Incorporated.
Alderperson Nigbor made a motion to move to the Common Council Meeting for approval. Alderperson Przybyl seconded the motion. Motion carried with a unanimous voice vote.
14. Review Proposals for Strategic Plan. RECOMMENDATION: Recommend to Common Council to approve a proposal.
After some discussion Alderperson Przybyl made a motion to move to Common Council the recommendation of going with CP2 Strategic for the cities Strategic Plan. Alderperson Nigbor seconded the motion. Motion carried with a unanimous voice vote.
15. Approve Resolution #2025-02 Adopting Waushara County Hazard Mitigation Plan.
RECOMMENDATION: Recommend to Common Council to approve Resolution #2025-02 adopting Waushara County Hazard Mitigation Plan.
After discussion, and former emergency management director Gary Podoll agreeing that this is standard, a motion was made by Alderperson Nigbor to move to Common Council for approval. Alderperson Durtschi seconded the motion. Motion carried with a voice vote.

16. Wheel Tax discussion. RECOMMENDATION: Listen to staff presentation, discussion and action as appropriate.
City Administrator Balcom gave a presentation on Wheel Tax and how it works. It won't affect our levy, it must be used on street projects. It must be made clear to the public that it will take time to build up funds, but will only be used for street improvements. This will be put on the Common Council meeting for more discussion.
17. Motion to convene into closed session pursuant to Wis. Stats. 19.85 (1) (e) *Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.* Potential Development Agreement within TID#16 AND Special Covenant Settlement Agreement with Northern Express Bus Services LLC for property within the Industrial Park
Aldersperson Burgess made a motion to go into closed session at 8:19pm. Aldersperson Przybyl seconded the motion. Roll call: Aldersperson Stobbe – Aye, Aldersperson Boeck – Aye, Aldersperson Przybyl – Aye, Aldersperson Burgess – Aye, Aldersperson Nigbor – Aye, Aldersperson Durtschi – Aye
18. Reconvene into open session and action as appropriate from closed session discussion.
Motion to reconvene into open session made by Aldersperson Burgess at 9:05pm. Aldersperson Stobbe seconded the motion. Roll Call: Aldersperson Boeck – Aye, Aldersperson Burgess – Aye, Aldersperson Durtschi – Aye, Aldersperson Nigbor – Aye, Aldersperson Przybyl – Aye, Aldersperson Stobbe – Aye

Motion made by Aldersperson Burgess to send the Special Covenant Settlement Agreement with Northern Express Bus Services LLC to the BCDC for review and recommendation. Aldersperson Stobbe seconded the motion. Roll Call: Aldersperson Boeck – Aye, Aldersperson Burgess – Aye, Aldersperson Durtschi, Aye – Aldersperson Nigbor – Aye, Aldersperson Przybyl – Aye, Aldersperson Stobbe – Aye.
19. Adjourn.
Motion made to adjourn the meeting at 9:07pm by Aldersperson Burgess. Aldersperson Stobbe seconded the motion. Roll Call: Aldersperson Boeck – Aye, Aldersperson Burgess – Aye, Aldersperson Durtschi – Aye, Aldersperson Nigbor – Aye, Aldersperson Przybyl – Aye, Aldersperson Stobbe – Aye

Minutes respectfully submitted by Deputy Clerk Treasurer Thiel