

COMMITTEE OF THE WHOLE MEETING MINUTES

JUNE 3, 2025 7:00PM

COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

MEETING IS OPEN TO THE PUBLIC AND IS HANDICAPPED ACCESSIBLE

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1. Call to order/Roll Call at 7:03pm by Mayor Burgess. Present were Alderpersons Boeck, Hill, Sorenson, and Stobbe. Absent/excused were Alderpersons Przybyl and Nigbor.
2. Seat Virtual Attendees (if necessary) - None
3. General Public Comments. Registration card required (located at podium in Council Chambers). Comments will be limited to **3 minutes** per registrant. - None
4. Approval of Minutes. RECOMMENDATION: Approve the minutes from the May 6, 2025 Committee of the Whole meeting. Hill made a motion to approve the minutes from the May 6, 2025 Committee of the Whole meeting, with a second made by Stobbe. Voice vote carried with four ayes. (Two absent.)
5. Discussion of pavement materials, potential parking and pedestrian/safety options for Connecting Highways road projects (Hwy 91 and Hwy 49). RECOMMENDATION: Discussion and action as appropriate. Scott Zabel, Street Superintendent gave a presentation on the Hwy 91 and Hwy 49 road projects. Questions asked of the Council: 1. Do you want any sidewalks from the cemetery going East out of town? There would be no cost share for that. (Council consensus- No, there wouldn't be any sense in having sidewalks leading out of town.) 2. Do we want to maintain our parking East of Johnson street – restricted parking. City would be responsible for costs. (Council consensus – No, parking is not needed in that location.) 3. Does the city want asphalt or concrete? Concrete is more expensive to keep maintained. (After Scott explained how effective asphalt is today with new material they are using it was decided to go with the asphalt). The council also needs to keep in mind that any additional sidewalks added the city is responsible for. This item will be moved to the June 10th Council Meeting for a formal motion.
6. Discussion of Child Safety Zone ordinance. RECOMMENDATION: Discussion and action as appropriate. Currently the ordinance has a 300-foot rule. The council would like to look at a 500 and 1000 ft rule. Kunkel engineering would need to put maps together for both and the cost would be around \$840.00. After discussion this item will be put back on the agenda in September after the audit has been completed for further discussion and possible action.
7. Discussion of intersection and pedestrian safety along Huron/Broadway St corridor. RECOMMENDATION: Discussion and action as appropriate. Assistant Chief Noah Knetzger gave a presentation on vehicle accidents from 2020 to current vs pedestrian accidents from 2015 to current. The law states that you cannot pass on the right if you are within 100 feet of an intersection. The police department will be doing education on this when they see this happen. There will be no tickets given until the education period is ended. Another rule is that unless a pedestrian is in the crosswalk a car is not in violation if they do not stop. The DOT has a brief explanation on their website. Scott Zabel then discussed how to make crosswalks safer. They are going to add additional paint lines and add signs. Hill talked about the use of flags to cross the street, she has seen them used in Oshkosh to give better visibility. It was decided to try that to see how it works.
8. Social Media Policy. RECOMMENDATION: Discussion and action as appropriate. Discussion was around having open comments on social media. If that happens a new policy would have to be drafted on the proper use of open comments, depending on the nature of them. There were two quotes received on varying service levels to provide social media archiving for the City of Berlin,

which needs to be done because it is considered a public record. After discussion it was decided to table and add to the September council meeting after the audit has been completed.

9. Strategic Plan process update and online survey. **RECOMMENDATION:** Discussion and action as appropriate. *Part of the strategic plan is to gather information from our community. Phrasing questions the proper way is very important to get the message clear on what is being asked. A draft survey made up for us by CP2 was looked at and asked if any further questions should be added. The Council was also asked what they felt the best way to get the survey out would be. QR codes could be put on Facebook and the city's website. It could also be put in the paper or distributed on flyers with the QR code.*
10. Adjourn. *Hill made a motion to adjourn the meeting at 8:27pm, with a second by Sorenson. Voice vote carried with 4 ayes. (Two absent)*

Note: In adherence to the City of Berlin Public Meeting Participation Policy, public participation will be allowed under each agenda item at the discretion of the presiding officer, with the exception of the Consent Agenda. Attendees must register their intention to participate on either a general comments section or a specific agenda item prior to the meeting by filling out a Registration Card, which can be obtained from the Internet, City Clerk's office or in the City Hall Council Chambers at the podium. Registration Cards should be turned in prior to the meeting to either the presiding officer or City Clerk.

Please note, upon reasonable notice, efforts will be made to accommodate the needs of the disabled individuals through appropriate aids and services. For additional information to request services, contact the municipal Clerk at 390-361-5400.

Note: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance in the above stated meeting to gather information: no action will be taken by any other governmental body except by the governing body notified above.