

MEETING MINUTES  
CAPITAL EQUIPMENT & PROJECTS COMMITTEE  
Wednesday, February 2, 2022

Immediately following the Finance & Personnel Committee meeting - Council Chambers

Members present: Bob Besaw (Chair), Dave Dorsey, John Faucher, Mike Barrington, Tim Roberts, Mayor Mark Herter, Fred Zaug, Bernie Ritchie, Dennis Herter, John Hass, Steve Groat via Zoom (10 voting)

Also present: City Administrator Chad Hoerth, Police Chief Schlueter, City Clerk Nicole Lemke, Director of Parks & Recreation Ginger Arndt, Finance Director Judy Radke, Library Director Ann Hunt, Interim Director of PW Luke Hammons, Missy Kempen Mapping & Electronic Media Specialist via Zoom, Laurie Shaw Cemetery Commission (left at 7:09pm).

1. The meeting was called to order at 6:21 pm by Chairman Besaw. Zaug/Barrington to adopt agenda. *Carried 10-0.*
2. Radke was called upon to lead a discussion on the proposed Capital Equipment /Projects Purchases. Radke explained department heads met in advance of the meeting to discuss these purchases and were asked to attend this evening to answer questions about the purchases as they were knowledgeable about the needs and the purchases. Radke highlighted the addition of \$33,515 from sale of equipment and noted that the \$350,000 that flowed into to Capital Funds from the 2021-year end revenues and expenditures is not something they anticipate happening again.

Hammons and Hoerth explained the need to replace Pickup Truck Facilities #360 (2003) was because they try to phase out trucks after 15 years and the truck is 18 years old and has a considerable amount of rust. Dorsey/Zaug to approve the replacement of the Pickup Truck Facilities #360 (2003) for \$25,500. *Carried 10-0.*

Hammons said the 1 Ton Dump Truck - Parks #301 (2006) is also being requested for replacement due to age and wear and tear. Barrington asked the make of what they would be purchasing. Hammons stated the current model was a Ford and that they had a quote for Plach for a Chevrolet. Hoerth explained Hammons would be responsible for getting bids and that the motion just approves the budget not a specific make and model. Dorsey confirmed the City would sell or trade-in the existing equipment. Zaug/Dorsey to approve the replacement of the 1 Ton Dump Truck - Parks #301 (2006) for \$42,500. Roberts asked if they would be purchasing a new vehicle, Hoerth confirmed. Hass asked if they would get multiple bids; Hoerth confirmed Hammons would be getting multiple bids. *Carried 10-0.*

Arndt stated the Groomer trailer for the ball diamonds was quite old but that she felt the trailer could likely be replaced under the \$7,800 budgeted. Barrington/Faucher to replace the groomer trailer. *Carried 10-0.*

Lemke stated the budget request for Badger Books for electronic election registration for \$23,390 was static because the Badger Book is the only electronic pollbook authorized by Wisconsin Elections Commission. Lemke was asked about other communities across the

state that use it, and stated that Clintonville has them and offered to facilitate Council observing their use. Roberts voiced his concern about the cost and their susceptibility to fraud and stated he wants to just use paper. Lemke stated the Badger Books communicate to each other but are not connected to any network outside of the polling place, the pollbook can still be printed on paper, and that there has not been evidence of fraud with their use. Zaug/Dorsey to budget \$23,390 for the purchase of Badger Books. *Carried 9-1 (Roberts against).*

Chief Schlueter stated the police department had been pleased with the department's experience with body cameras. He said in 2013 the officers had requested the cameras from management. Zaug/Mayor Herter for \$40,000 for new police body cameras. *Carried 10-0.*

Ritchie explained the Fire Department's \$9,000 budget for a new washer/extractor was to wash contaminants out of fire suits after use. Hoerth added the current machine is dated and can only process one suit at a time. Zaug/Roberts to authorize budget of \$9,000 for a new washer/extractor for the fire department. *Carried 9-0 (Ritchie abstaining).*

Hoerth explained his request for the Culvert Replacement on Spurr Rd (split cost with Town of Liberty). Hoerth stated he confirmed with the new Chairman at the Town of Liberty they were still interested in splitting the cost but that Outagamie County was unable to update their quote because of the fluctuating cost of supplies. Zaug/Roberts for \$5,000 for culvert replacement on Spurr Rd. *Carried 10-0.*

The replacement of three park shelter roofs was discussed (Abraham, sled hill & Riverside). Dorsey/Barrington to replace roofs for \$6,275. Roberts asked the age of the roofs. Hoerth didn't know the exact age, but Faucher said some of these roofs are peeling off and require replacement. Ritchie asked if steel was considered. Hoerth said Arndt can research that. *Carried 10-0.*

Arndt asked for \$5,799 to replace a treadmill and \$5,716 to replace a diving board at the Aquatic & Fitness Center. She said the treadmill is their heaviest used piece of equipment and that they are currently without it. Arndt said the current diving board is as old as the pool and is too old to hold grip and they have had 5 slips and falls this past summer. Zaug/Faucher to replace both the cardio equipment and diving board for \$11,515. *Carried 10-0.*

Arndt stated the request for an ice rink liner for \$4,821 would enable the City to have an ice rink even in years where the ground wasn't cold enough to freeze ice on top of it. She said Hortonville, as well as the majority of municipalities in Wisconsin, has an ice rink liner from the same company. Dorsey asked where a rink would be located in New London and Arndt said the area by the sled hill /boat overflow parking was flat and would allow the warming shelter to be used with it. Mayor Herter/Dorsey to approve purchase of ice rink liner. *Carried 10-0.*

Arndt stated the request for \$44,000 for refurbishing Hatten Wall was for a portion of the most visible sections of the wall, the largest section being on Werner-Allen. Zaug/Roberts to approve \$4,821 for refurbishing Hatten Wall. *Carried 10-0.*

Hoerth explained the \$6,000 request for Tree Removal/Stump Grinding at Floral Hill Cemetery was less than earlier estimates because work would be done in-house. Barrington/Dorsey to approve Tree Removal/Stump Grinding. *Carried 10-0.*

The request for software for the Building Inspection Program from BS&A was discussed. Building Inspector David Vincent was not present to answer questions about the software he was requesting. Hoerth explained Vincent was requesting the software program which would track department information (code violations, fire inspections, permit applications, etc.) and store historical information by parcel. Hoerth said Vincent had used the software while working in Michigan. Faucher stated this would streamline processes for the department by generating letters, etc. Roberts voiced concern about the cost especially for a smaller municipality. Zaug/Faucher to end discussion and move to voting. *Carried 10-10.* Faucher/Zaug to budget \$28,530 to purchase BS&A software. *Carried 9-1 (Roberts against).*

Dorsey/Barrington to fund Comprehensive Plan Update \$24,800. *Carried 10-0.*

Kempen explained the IT Security Assessment budget. Kempen said this would be a deep scan into the system for problems. It will also scan for both of the City's domains in the dark web. She said the cost for this had doubled from the past but that CVMIC would pay half of the cost. Zaug/ Mayor Herter to fund \$4,140 for IT Security assessment. *Carried 10-0.*

Hoerth explained the staffing/compensation study request would help attracting and retaining staff. Dorsey/Roberts to approve the study for \$13,500. *Carried 10-0.*

Hunt stated the children's area carpet replacement for the library included replacement of carpet as well as asbestos removal and air clearance testing. Zaug/Faucher to budget \$11,563 for the library children's area flooring replacement and asbestos remediation. *Carried 10-0.*

3. Radke suggested a meeting not be scheduled at this time and rather, one be scheduled if necessary.
4. There being no public comment or further business, a motion was made by Zaug and seconded by Dorsey to adjourn at 7:17 p.m. *Carried 10-0*

Respectfully Submitted,  
Nicole Lemke, City Clerk