

# AMENDED AGENDA

**CITY OF NEW LONDON  
COMMON COUNCIL MEETING**

**TUESDAY June 8, 2021  
7 P.M. COUNCIL CHAMBERS**

## **AGENDA**

- I. Call to Order New Council, Pledge of Allegiance, Roll Call
- II. Adoption of Agenda
- III. Approval of May 11, 2021 and May 18, 2021 minutes
- IV. Authorization to pay bills in the amount of \$781,839.20
- V. Public Hearing at 7:03 p.m. to receive comments on :
  - A. Amendment to the City's Comprehensive Plan Preferred Land Use Map located at 815 W. Beckert Rd.
  - B. Amendment to the City's Comprehensive Plan Preferred Land Use Map located at Northwest Corner of House Rd and Hwy S.
  - C. Re-zoning of property at 815 W. Beckert Rd. from R-1 to R-4
  - D. Re-zoning of property at Northwest Corner of House Rd and Hwy S. from M-P to R-4A
- VI. Public Comment
- VII. STANDING & SPECIAL COMMITTEES
  - A. Board of Public Works
    1. Minutes – 6/1/2021
    2. Ordinance to designate new stop sign locations [1<sup>st</sup>]
    3. Consider a resolution accepting the Waste Water Treatment Facilities 2020 Compliance Maintenance Annual Report (CMAR)
    4. Approve a contract to hire PSI for Geotechnical Services for the 2024/2025 Downtown Street Reconstruction projects
  - B. Finance & Personnel
    1. Minutes – 6/2/2021
    2. Approval of the Director of Parks and Recreation Job Description
    3. Approval of the Director of Public Works Job Description
    4. Approval of the Aquatics Supervisor Job Description and assignment to Grade G
    5. Approval of the Recreation Supervisor Job Description and assignment to Grade G
    6. Approve Annual License List
  - C. Parks & Recreation
    1. Minutes – 5/4/2021
  - D. Plan Commission
    1. Minutes – 5/27/2021
    2. Resolution adopting amendment CPA-01-21 to the City of New London's Year 2030 Comprehensive Plan
    3. Ordinance amending the City of New London's Year 2030 Comprehensive Plan [CPA-01-21] – 1<sup>st</sup>
    4. Ordinance re-zoning property at 815 W. Beckert Rd. from R-1 to R-4 – 1<sup>st</sup>
    5. Resolution adopting amendment CPA-02-21 to the City of New London's Year 2030 Comprehensive Plan

6. Ordinance amending the City of New London's Year 2030 Comprehensive Plan [CPA-02-21] – 1<sup>st</sup>
  7. Ordinance re-zoning property at Northwest Corner of House Rd and Hwy S. from M-P to R-4A – 1st
- E. Economic Development Committee
    1. Minutes –5/25/2021
    2. WCEDC Monthly Report- May 2021
  - F. Minutes and Reports:
    1. Housing Authority – 05/24/2021
    2. Library & Museum minutes - 5/17/2021 and Library & Museum Directors' Reports
    3. Police & Fire Commission – 5/17/2021
    4. Utility 5/4/2021 & 5/18/2021
    5. Cemetery Commission minutes - 4/20/2021
    6. Building Inspector – 2021 Overall and May 2021 Reports
    7. Board of Review Minutes – 5/10/2021 and 5/27/2021
- VIII. Reports of Officers on Recent Events & Announcements to the Public:
- A. Mayor
  - B. City Administrator
  - C. City Attorney
  - D. Utility Manager
  - E. Director of Public Works
  - F. Parks & Recreation Director
  - G. Chief of Police
  - H. Fire Chief
  - I. Other Comments
- IX. Closed session per the following statutory exemptions: 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
- X. **Reconvene into Open Session**
- XI. **Other Statements or Action from Closed Session, if any**
- XII. **Adjourn**

It is the City's intent to provide equal opportunity for everyone to attend every public meeting scheduled. Contact ADA Coordinator Chad Hoerth by telephone through (Relay Wisconsin by dialing 711) – or 920/982-8500 and in person/letter at 215 N. Shawano Street, New London, WI 54961. Persons with special needs who require assistance (larger print, Braille readers, interpreter amplifiers, etc.) must notify the City 48 hours prior to the meeting.

## COMMON COUNCIL MEETING

Tuesday, May 11, 2021

A regular and open meeting of the City of New London Common Council was convened on Tuesday, May 11, 2021 at 7:00 p.m. in the Council Chambers of the Municipal Building. After the Pledge of Allegiance, roll was called. Presiding: Mayor Mark Herter.

Members Present: Robert Besaw, John Faucher, Fred Zaug, Michael Barrington, David Dorsey, Dennis Herter, Billie Olson, Steve Groat, Bernie Ritchie, Timothy Roberts.

Officers Present: Attorney Luaders, City Administrator Chad Hoerth, Police Chief Schlueter, Utilities Manager Jay Bessette, Fire Chief Wilfuer, City Clerk Nicole Lemke, and Recreation Superintendent Ginger Arndt

VISITORS: Marla Knuettel

AGENDA: Barrington/Besaw to approve the Agenda as presented.  
*Carried 10-0*

MINUTES: Zaug/Dorsey to approve the Council minutes of the April 13, 2021 and May 4, 2021 meetings as written.  
*Carried 10-0*

BILLS: Dorsey / D. Herter to authorize the payment of invoices in the amount of \$747,998.63. *Carried 10-0*

PUBLIC COMMENT: None.

### STANDING & SPECIAL COMMITTEES:

#### BOARD OF PUBLIC WORKS –

1. Minutes of the May 3, 2021 meeting were read by Barrington.
2. Barrington/ D. Herter to waive the rules to adopt an ordinance upon one reading. *Carried 10-0*
3. Barrington/ Besaw to adopt ordinance 1402 to remove the requirement to inject fluoride into the municipal water system which removes §13.06 from the municipal code (CR. ORD. #423). *Carried 9-1 [Olson against]*. Ordinance 1402 is published separately and printed in the ordinance book.
4. Barrington/Zaug to approve installing eight new street lights in the London Acres Subdivision. *Carried 10-0*
5. Barrington/Zaug to award sidewalk patching contract for the annual Sidewalk Patching Program to Sommers Construction Co., Inc. in the amount of \$45,600. *Carried 10-0*
6. Barrington/D. Herter to approve Supplement Bid A for the Werner Allen Reconstruction Project. *Carried 10-0*

7. Barrington/Ritchie to authorize the City Administrator to approve change orders up to the total amount of \$50,000 for the Werner Allen/Shawano Street Reconstruction Project. *Carried 10-0*

#### FINANCE & PERSONNEL -

1. Minutes of the May 5, 2021 meeting were read by Dorsey.
2. Dorsey/ Faucher to waive the rules to adopt an ordinance upon one reading. *Carried 10-0*
3. Dorsey/ Faucher to adopt ordinance 1403 authorizing the use of citations for enforcement of ordinances and outlining the officials authorized to issue said citations. *Carried 10-0*. Ordinance 1403 is published separately and printed in the ordinance book.

#### PARKS & RECREATION –

1. Minutes of the May 4, 2021 meeting were read by Besaw.

#### PLAN COMMISSION –

1. Meeting minutes of the April 29, 2021 were read by Besaw.

#### ECONOMIC DEVELOPMENT COMMITTEE -

1. Minutes of the April 27, 2021 meeting were read by Dorsey
2. WCEDC Monthly Report – April 2021.

#### REPORTS & MINUTES DISTRIBUTED:

1. Housing Authority – April 26, 2021
2. Library & Museum – March 15, 2021 & Library and Museum Directors' Reports
3. Police & Fire Commission – April 19, 2021
4. Utility – April 6, 2021 and April 20, 2021

#### REPORT OF OFFICERS on recent events and announcements to the Public:

**Mayor Herter** read a proclamation declaring May 28-29, 2021 as Poppy Days in New London.

**Utility Manager Bessette** reported NL Utilities Commission will begin work on London Acres subdivision light installation since received Council approval this evening. Water departments flushed hydrants on April 19-22. Water Department broke a valve while repairing one on Mill St. and replaced both on April 26. MJ Electric has replaced 5 transmission poles: two on Waupaca St., two on Hwy X and one on Beckert Rd. The PSC passed electric rate increase which will be implemented on 6/1/21. Completed rehab of well pump #5 which increased pump capacity to 625 gallons/minute. Electric crews are working at the Industrial Park installing facilities for the Midwest Buildings. A traffic signal

was struck in front of the Post Office on 5/6/21; crews repaired the signal and reinstalled it. Bessette recognized Kyle Stuewer for one year of service, Henry Fabisak for three years of service, Matt Nitke and Tyler Strey 6 years of service, and David Murphy for 23 years of service.

**Police Chief Schlueter** recognized Jeremy Mulroy for 7 years and Ben Schmidt for 15 years with the Police Department. Schlueter reported Sgt. Earl Ruckdashel will be retiring in the first week of June after 30+ years of service.

**Fire Chief Wilfuer** recognized Eric Sager for twelve years of service, Aaron Ott and Andy Burns for 7 years of service, and Ren Scott and Jason Flease for 5 years of service.

**Director of Public Services/City Administrator Chad Hoerth** reported that 2021 Summer Program Guide for Parks and Recreation were distributed. The Fitness and Aquatics Center will be shut down for their annual maintenance and cleaning May 20-31. Hoerth noted that information about the Werner Allen and Shawano Street Reconstruction Project is available on the City's website. Hoerth recognized Video Producer Casey Zempel for his success at the Best of the Midwest Media Fest. Zempel got awards for all four of the videos submitted (3 excellent and 1 achievement).

At 7:39 PM there being no other business Zaug/Roberts moved to adjourn.  
*Carried 10-0.*

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Nicole Lemke, City Clerk  
May 11, 2021

SPECIAL COMMON COUNCIL MEETING

Tuesday, May 18, 2021

A regular and open meeting of the City of New London Common Council was convened on Tuesday, May 18, 2021 at 5:01 p.m. in the Council Chambers of the Municipal Building. Roll was called. Presiding: Mayor Mark Herter.

Members Present: Robert Besaw, John Faucher, Fred Zaug, Michael Barrington, David Dorsey, Dennis Herter, Billie Olson, Steve Groat, Bernie Ritchie, Timothy Roberts.

Officers Present: Attorney Luaders, City Administrator Chad Hoerth, Police Chief Schlueter, City Clerk Nicole Lemke, Finance Director Judy Radke, and Building Inspector Dave Vincent.

AGENDA: Barrington/Zaug to approve the Agenda as presented.  
*Carried 10-0*

Morack/ Barrington move to closed session per 19.85(1)(e) to deliberate or negotiate the purchasing of public properties and investing public funds. *Carried 10-0*

Dorsey/ Barrington moved to return to open session. *Carried 10-0.*

Faucher/Zaug moved to authorize City Administrator to spend City funds from unassigned fund balance for the purpose of purchasing property in the City of New London. *Carried 10-0.*

At 5:50 p.m. There being no other business Barrington/Zaug moved to adjourn.  
*Carried 10-0.*

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Nicole Lemke, City Clerk  
May 18, 2021

CITY OF NEW LONDON  
COUNCIL APPROVAL LIST  
FOR THE MONTH ENDED MAY 31, 2021

ANNUAL AUDIT		
JOHNSON BLOCK AND COMPANY INC	billing on 2020 audit - general	\$900.00
TOTAL		\$900.00
ASSESSOR - INSPECTOR		
BARRINGTON, MICHAEL	board of review meeting	\$50.00
BARRINGTON, MICHAEL	board of review training	\$50.00
BESAW, ROBERT	board of review meeting	\$50.00
BESAW, ROBERT	board of review training	\$50.00
CARDMEMBER SERVICE	office supplies, board of review videos	\$75.15
CHARTER COMMUNICATIONS	April 2021 charges	\$28.66
DORSEY, DAVID	board of review meeting	\$50.00
DORSEY, DAVID	board of review training	\$50.00
FAUCHER, JOHN	board of review meeting	\$50.00
FAUCHER, JOHN	board of review training	\$50.00
FESTIVAL FOODS	board of review supplies	\$5.94
HERTER, MARK	board of review meeting	\$50.00
HERTER, MARK	board of review training	\$50.00
KUNKEL ENGINEERING GROUP	services for April 2021	\$3,286.92
MAHO	summer conference registration	\$350.00
MULTI MEDIA CHANNELS, LLC	board of review notice ad	\$267.00
MULTI MEDIA CHANNELS, LLC	open book/board of review ads	\$618.75
MULTI MEDIA CHANNELS, LLC	open book notice ad	\$77.00
OLSON, BILLIE	board of review meeting	\$50.00
OLSON, BILLIE	board of review training	\$50.00
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$2.45
SERVI GROUP, INC.	assessment contract services	\$4,824.00
VERIZON WIRELESS	phone charges	\$41.24
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$333.32
TOTAL		\$10,510.43
BUILDING AND GROUNDS		
1ST AYD CORPORATION	misc. housekeeping supplies	\$348.53
ALSCO	uniform cleaning - b & g	\$102.48
CARDMEMBER SERVICE	car wash floor mat hangers	\$9.79
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$76.26
GREEN BAY PRESSURE SYSTEMS, LLC	nozzle, hardware, oil, maintenance	\$30.95
KWIK TRIP INC	April 2021 gas - b & g	\$151.00
NEW LONDON BUILDING SUPPLY	returned drill bit & extension	(\$18.98)
NEW LONDON UTILITIES	April 2021 charges	\$217.56
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$9.80
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$4.41
US CELLULAR	April 2021 charges	\$27.00
VALLEY PEST CONTROL INC	May pest control - garage	\$9.60
VERIZON WIRELESS	phone charges	\$0.98
WE ENERGIES	April 2021 charges	\$190.02
WEA TRUST	HEALTH INSURANCE BILLING	\$4,978.40
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$786.70
TOTAL		\$6,924.50

CABLE 3		
CHARTER COMMUNICATIONS	April 2021 charges	\$21.00
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$130.53
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$0.64
WEA TRUST	HEALTH INSURANCE BILLING	\$1,835.92
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$238.65
TOTAL		\$2,226.74
CAPITAL MAINTENANCE		
ARING EQUIPMENT CO., INC.	temperature sensor	\$172.02
AUTOMOTIVE SUPPLY CO.	wiper blades	\$24.16
BROADWAY AUTOMOTIVE	sr. van #342 replacement parts	\$555.16
BROADWAY AUTOMOTIVE	dash cluster core return	(\$500.00)
BROADWAY AUTOMOTIVE	dash instrument cluster assy.	\$750.00
BROADWAY AUTOMOTIVE	air & oil filters, oil	\$159.16
BUMPER TO BUMPER/DBA	battery for boat	\$76.99
CARDMEMBER SERVICE	Zoom/battery/mount/grease gun/plugs/ cables/wall plates/dual monitor stands	\$444.24
CASPERS TRUCK EQUIPMENT	hardware, pins	\$725.77
FACTORY MOTOR PARTS	starter motor core credit	(\$22.40)
FACTORY MOTOR PARTS	brake pads	\$23.44
FACTORY MOTOR PARTS	brake rotors	\$70.06
GRAYS INC.	plow blades	\$625.00
L & S TRUCK CENTER	replace bucket truck #2 engine	\$16,704.04
LAWSON PRODUCTS INC	bracket mounts, grommets	\$52.47
MID-STATE TIRE & REPAIR	tire repair	\$24.00
MID-STATE TIRE & REPAIR	oil change, brake pads/rotors	\$331.42
NIELSON COMMUNICATIONS INC	radio repair - PD	\$78.51
O'REILLY AUTO PARTS	oil/air filters, cap, bulbs	\$56.96
O'REILLY AUTO PARTS	wiper blades	\$5.97
PC & CELL SOLUTIONS, LLC	HDMI adapters	\$49.98
PC & CELL SOLUTIONS, LLC	replacement monitors	\$779.95
PC & CELL SOLUTIONS, LLC	flash drive	\$24.99
PC & CELL SOLUTIONS, LLC	USB-C cable	\$15.99
PC & CELL SOLUTIONS, LLC	monitor	\$124.99
PC & CELL SOLUTIONS, LLC	appliance for Wi-Fi bridge	\$60.00
PC & CELL SOLUTIONS, LLC	hard drives for council devices	\$229.47
RIVERSIDE TOOL AND CARBIDE INC	sharpen lawn mower blades	\$70.00
TAKE 5 OIL CHANGE #0485	oil change - PD	\$56.78
TRACTOR SUPPLY CREDIT PLAN	flat rod	\$27.99
TRACTOR SUPPLY CREDIT PLAN	spray paint & primer	\$39.96
TOTAL		\$21,837.07
CAPITAL PROJECTS		
MCPMAHON ENGINEERS ARCHITECTS	green dot sidewalk program	\$859.45
MCPMAHON ENGINEERS ARCHITECTS	N. Water Street design	\$3,752.75
MCPMAHON ENGINEERS ARCHITECTS	Pearl Street design - 30% plan	\$2,655.00
MCPMAHON ENGINEERS ARCHITECTS	Werner Allen St. resurfacing	\$1,345.50
NORTHEASTERN ROOFING, INC.	Police Dept. roof replacement	\$58,824.00
WEINERT ROOFING	CH roof replacement - council	\$7,246.13
WEINERT ROOFING	CH roof replacement - offices	\$49,756.73
WEINERT ROOFING	CH roof replacement - fire bay	\$39,612.14
TOTAL		\$164,051.70



CELEBRATIONS		
CARDMEMBER SERVICE	POW/MIA flags, US & WI flags	\$1,465.44
TOTAL		\$1,465.44
CEMETERY		
BADGERLAND SEALING LLC	sealcoating - cemetery	\$7,400.00
CHARTER COMMUNICATIONS	April 2021 charges	\$28.66
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$7.62
NEW LONDON UTILITIES	April 2021 charges	\$79.99
SCOTTS TREE MOVING & SALES	grind stumps/clean up - cemetery	\$3,530.00
TONY'S CEMETERY SERVICE	May Floral Hill services	\$7,000.00
VERIZON WIRELESS	phone charges	\$41.24
WE ENERGIES	April 2021 charges	\$19.12
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$21.74
TOTAL		\$18,128.37
CITY ADMINISTRATOR		
CHARTER COMMUNICATIONS	April 2021 charges	\$28.66
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$27.26
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$2.45
VERIZON WIRELESS	phone charges	\$46.24
WEA TRUST	HEALTH INSURANCE BILLING	\$624.21
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$158.58
TOTAL		\$887.40
CITY ATTORNEY		
REGISTER OF DEEDS	transfer parcel recording fee	\$30.00
VON BRIESEN & ROPER S.C	services for April 2021	\$2,419.00
VON BRIESEN & ROPER S.C	services for April 2021	\$59.00
TOTAL		\$2,508.00
CITY GARAGE		
1ST AYD CORPORATION	misc. housekeeping supplies	\$139.40
BRAUER SUPPLY & EQUIPMENT	plow bolts	\$372.50
CARDMEMBER SERVICE	car wash floor mat hangers	\$24.48
CHARTER COMMUNICATIONS	April 2021 charges	\$75.82
CINTAS CORPORATION #443	towel refill, service charge	\$35.00
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$3.81
GREEN BAY PRESSURE SYSTEMS, LLC	nozzle, hardware, oil, maintenance	\$77.40
LAWSON PRODUCTS INC	grind wheel, heat shrink, wire	\$148.63
NEW LONDON UTILITIES	April 2021 charges	\$543.91
NORTHERN SAFETY CO INC	hard hats	\$46.85
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$10.81
SNAP-ON INDUSTRIAL	pick-up tool, pressure screw	\$36.76
SNAP-ON INDUSTRIAL	disc brake caliper tool set	\$65.69
TRACTOR SUPPLY CREDIT PLAN	angle locator/cut wheels/bit	\$77.96
US CELLULAR	April 2021 charges	\$0.78
VALLEY PEST CONTROL INC	May pest control - garage	\$24.00
VERIZON WIRELESS	phone charges	\$46.24
WE ENERGIES	April 2021 charges	\$475.04
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$109.31
TOTAL		\$2,314.39

CITY HALL		
C & B RENT-ALL, INC	sewer snake rental	\$36.00
CARDMEMBER SERVICE	faucet	\$91.62
NEW LONDON BUILDING SUPPLY	nuts, bolts, misc. hardware	\$15.75
NEW LONDON UTILITIES	April 2021 charges	\$1,558.41
STERLING WATER-CHAIN OF LAKES, LLC	mineral water - ch	\$49.99
VALLEY PEST CONTROL INC	May pest control - ch	\$35.00
WE ENERGIES	April 2021 charges	\$778.74
TOTAL		\$2,565.51
CLERK TREASURER		
CARDMEMBER SERVICE	meetings/postage/clerk business cards	\$258.55
CHARTER COMMUNICATIONS	April 2021 charges	\$67.79
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$168.66
MULTI MEDIA CHANNELS, LLC	2021 spring yard waste pick-up	\$480.50
MULTI MEDIA CHANNELS, LLC	Floral Hill cleanup, job ad	\$165.75
MULTI MEDIA CHANNELS, LLC	Parks Caretaker opening ads	\$214.50
MULTI MEDIA CHANNELS, LLC	March 23rd special meeting minutes	\$39.48
MULTI MEDIA CHANNELS, LLC	March 9th council minutes	\$143.47
MULTI MEDIA CHANNELS, LLC	Parks Caretaker opening ads	\$341.25
MULTI MEDIA CHANNELS, LLC	sidewalk repair bid notice ad	\$167.25
RADKE, JUDY	mileage for tax meeting	\$21.16
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$45.57
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$3.87
WEA TRUST	HEALTH INSURANCE BILLING	\$3,142.48
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$1,141.28
TOTAL		\$6,401.56
COUNCIL		
AMADOR, APRIL	park/rec committee attendance	\$30.00
TOTAL		\$30.00
DIRECTOR OF PUBLIC WORKS		
CHARTER COMMUNICATIONS	April 2021 charges	\$28.66
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$45.53
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$2.45
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$0.84
VERIZON WIRELESS	phone charges	\$38.01
WEA TRUST	HEALTH INSURANCE BILLING	\$1,523.81
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$243.14
TOTAL		\$1,882.44
ECONOMIC DEVELOPMENT		
BISHOP, BILL	econ dev committee attendance	\$30.00
CARDMEMBER SERVICE	Facebook posts, Monnit data plan	\$65.00
KOPITZKE, APRIL	econ dev committee attendance	\$30.00
THOMPSON, HANS	econ dev committee attendance	\$30.00
US CELLULAR	April 2021 charges	\$6.99
TOTAL		\$161.99

ELECTIONS		
CARDMEMBER SERVICE	conference registration/organizer baskets	\$514.98
COUNTY OF WAUPACA - TREASURER	election inserts	\$86.56
COUNTY OF WAUPACA - TREASURER	election programming	\$1,716.24
TOTAL		\$2,317.78
FIRE DEPARTMENT		
CHARTER COMMUNICATIONS	April 2021 charges	\$75.42
FOX VALLEY TECH COLLEGE	FD training	\$715.00
JEFFERSON FIRE & SAFETY	suspenders	\$93.92
KWIK TRIP INC	April 2021 gas - fire	\$169.25
TRACTOR SUPPLY CREDIT PLAN	batteries for air packs	\$87.95
US CELLULAR	April 2021 charges	\$1.50
VERIZON WIRELESS	phone charges	\$122.26
TOTAL		\$1,265.30
INSURANCE		
FESTIVAL FOODS	PHA supplies	\$16.17
FIEBER, REID	reimburse for lunch & learn supplies	\$48.98
IGLESIA DE CRISTO ELIM	donation for lunch & learn	\$325.00
TOTAL		\$390.15
INTERDEPARTMENTAL SERVCS		
CARDMEMBER SERVICE	batteries/office supplies/monitor stand	\$213.04
CDW GOVERNMENT INC	plotter paper	\$47.74
CHARTER COMMUNICATIONS	April 2021 charges	\$508.43
FESTIVAL FOODS	supplies	\$16.47
IRON MOUNTAIN INC	shredding services	\$98.66
MBM LEASING	copier charges	\$231.28
OFFICE ENTERPRISES, INC.	postage machine ink cartridges	\$385.06
P.F. PETTIBONE & CO.	filler sheets	\$52.55
PC & CELL SOLUTIONS, LLC	May consultant charges	\$3,050.96
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$2.45
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$1.39
US CELLULAR	April 2021 charges	\$7.88
VERIZON WIRELESS	phone charges	\$122.26
WEA TRUST	HEALTH INSURANCE BILLING	\$1,835.92
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$292.68
TOTAL		\$6,866.77
LANDFILL/COMPOST		
AECOM TECHNICAL SERVICES INC	Cnty S Landfill monitoring	\$2,661.65
AECOM TECHNICAL SERVICES INC	Cnty S Landfill monitoring	\$2,473.80
DTAK LLC	disposal of brush/tree debris	\$6,000.00
DTAK LLC	disposal of brush/tree debris	\$12,000.00
TOTAL		\$23,135.45
LIBRARY		
BAKER & TAYLOR	books	\$355.39
BLACKSTONE PUBLISHING	AV	\$504.53
CARDMEMBER SERVICE	game/gift card/hand sanitizer floor stand	\$440.02
CAVENDISH SQUARE	books	\$195.54
CHARTER COMMUNICATIONS	April 2021 charges	\$62.15

DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$76.26
GOOD IMPRESSIONS, INC.	Heart of Community booklets	\$170.83
INGRAM LIBRARY SERVICES	books	\$758.70
KAMHOLZ, DEBRA	reimburse for program supplies	\$6.33
MBM LEASING	color copies overage charges	\$7.08
MIDWEST TAPE, LLC	digital media services	\$419.37
NEW LONDON BUILDING SUPPLY	light bulbs	\$14.97
NEW LONDON BUILDING SUPPLY	paint roller cover set, paint	\$51.48
NEW LONDON BUILDING SUPPLY	paint	\$88.98
NEW LONDON UTILITIES	April 2021 charges	\$764.28
OUR WISCONSIN	1 year subscription	\$19.98
READER SERVICE	books	\$37.44
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$8.33
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$7.96
STERLING WATER-CHAIN OF LAKES, LLC	mineral water - library	\$35.35
TECC SECURITY SYSTEMS INC	replaced 3 batteries	\$296.97
U.S. BANK EQUIPMENT FINANCE	copy machine contract payment	\$180.76
ULINE	2 cabinets	\$581.57
US CELLULAR	April 2021 charges	\$8.69
VALLEY PEST CONTROL INC	May pest control - library	\$55.00
WE ENERGIES	April 2021 charges	\$154.55
WEA TRUST	HEALTH INSURANCE BILLING	\$4,978.40
WI LIBRARY ASSOCIATION	membership renewal	\$210.00
WI LIBRARY ASSOCIATION	WAPL conference registration	\$95.00
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$1,205.06
TOTAL		\$11,790.97
MAYOR		
CHARTER COMMUNICATIONS	April 2021 charges	\$7.50
VERIZON WIRELESS	phone charges	\$41.24
TOTAL		\$48.74
MUNICIPAL COURT		
DEMMING-NOEL AGENCY INC	municipal judge bond	\$100.00
TOTAL		\$100.00
MUSEUM		
ADVANTAGE SIGNS & GRAPHIX LLC	save the birds donor sign	\$80.00
CARDMEMBER SERVICE	supplies/toner/hand sanitizer dispenser	\$379.98
CHARTER COMMUNICATIONS	April 2021 charges	\$35.32
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$76.27
FOX CITIES MAGAZINE	listing in May 2021 issue	\$50.00
HOLLINGER METAL EDGE, INC.	flat files storage cabinets	\$4,290.04
MACC	annual membership dues	\$100.00
NEW LONDON BUILDING SUPPLY	batteries	\$16.99
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$2.45
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$1.20
SUBSCRIPTION DEPARTMENT	renew Press Star subscription	\$99.00
WE ENERGIES	April 2021 charges	\$115.99
WEA TRUST	HEALTH INSURANCE BILLING	\$1,835.92
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$353.17
TOTAL		\$7,436.33

PARK		
1ST AYD CORPORATION	misc. housekeeping supplies	\$473.79
ALSCO	uniform cleaning - parks	\$65.24
CARDMEMBER SERVICE	light fixture/car wash floor mat hangers	\$214.80
CHARTER COMMUNICATIONS	April 2021 charges	\$100.81
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$37.45
GREEN BAY PRESSURE SYSTEMS, LLC	nozzle, hardware, oil, maintenance	\$46.44
KWIK TRIP INC	April 2021 gas - parks	\$402.44
LAWSON PRODUCTS INC	battery wall mount charger	\$91.22
NEW LONDON BUILDING SUPPLY	misc. hardware, lumber	\$64.36
NEW LONDON BUILDING SUPPLY	mini toggle bolts, screws	\$34.18
NEW LONDON BUILDING SUPPLY	nuts, bolts, misc. hardware	\$35.01
NEW LONDON BUILDING SUPPLY	steel pipe	\$21.99
NEW LONDON BUILDING SUPPLY	bits, misc. hardware	\$23.54
NEW LONDON UTILITIES	April 2021 charges	\$895.35
PARKER, MYLES	reimburse for safety boots	\$47.48
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$4.90
RICES GREENHOUSES INC	39 hanging baskets	\$2,340.00
RICES GREENHOUSES INC	planters, moss roses	\$111.92
RICES GREENHOUSES INC	plants, pots	\$69.36
RICES GREENHOUSES INC	plants	\$179.73
RICES GREENHOUSES INC	planters, plants	\$611.82
RICES GREENHOUSES INC	12 baskets	\$720.00
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$24.87
US CELLULAR	April 2021 charges	\$4.14
VALLEY PEST CONTROL INC	May pest control - garage	\$14.40
WE ENERGIES	April 2021 charges	\$391.01
WI DEPT OF JUSTICE	background checks	\$7.00
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$919.30
WOLFRATHS NURSERY & LANDSCAPING	plants, insecticidal soap	\$37.07
TOTAL		\$7,989.62
POLICE		
ADVANTAGE POLICE SUPPLY INC	bean bag impact rounds	\$275.00
BOSQUEZ, ASHLEY	National Night Out supplies	\$24.25
CARDMEMBER SERVICE	office supplies/WNOA membership/ lunches/filters/drone registrations	\$372.87
CHARTER COMMUNICATIONS	April 2021 charges	\$282.64
CHARTER COMMUNICATIONS	phone charges - PD	\$46.06
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$1,349.32
GORDON FLESCH CO., INC	copier charges	\$37.59
KIESLER POLICE SUPPLY INC	Glock pistol	\$398.79
KWIK TRIP INC	April 2021 gas - police	\$2,115.74
NEW LONDON UTILITIES	April 2021 charges	\$1,122.24
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$46.55
RESPONDER SERVICES, LLC	adult AED electrodes	\$180.00
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$19.02
TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	person searches for May	\$75.00
VERIZON WIRELESS	phone charges - PD	\$820.49
WE ENERGIES	April 2021 charges	\$841.91
WEA TRUST	HEALTH INSURANCE BILLING	\$24,520.24
WEA TRUST	WEA TRUST	\$3,671.84
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$539.12
WI RETIREMENT SYSTEM	RETIREMENT POLICE SWORN	\$11,693.57
WILKE, JUSTIN	3 gun racks	\$300.00
TOTAL		\$48,732.24

POLICE UNIFORMS		
ADVANTAGE POLICE SUPPLY INC	bullet proof vests	\$3,765.53
CARDMEMBER SERVICE	uniform embroidery	\$269.88
MISSISSIPPI TROPHY, LLC	badges	\$511.50
TOTAL		\$4,546.91
PRINCIPAL		
WPPI ENERGY	monthly loan payment	\$569.19
TOTAL		\$569.19
RECREATION		
CARDMEMBER SERVICE	Wolf River Preservation logo	\$80.00
CHARTER COMMUNICATIONS	April 2021 charges	\$48.82
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$83.66
MULTI MEDIA CHANNELS, LLC	2021 summer park & rec guides	\$500.00
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$4.90
US CELLULAR	April 2021 charges	\$0.50
VERIZON WIRELESS	phone charges	\$91.80
WEA TRUST	HEALTH INSURANCE BILLING	\$2,177.10
WI DEPT OF JUSTICE	background checks	\$14.00
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$499.04
TOTAL		\$3,499.82
REFUSE COLLECTION		
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$104.95
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$498.34
TOTAL		\$603.29
SANITARY MAINTENANCE		
MCAHON ENGINEERS ARCHITECTS	Werner Allen sanitary sewer	\$387.80
NEW LONDON UTILITIES	April 2021 charges	\$659.77
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$19.87
TOTAL		\$1,067.44
SENIOR BUS SERVICE		
CHARTER COMMUNICATIONS	April 2021 charges	\$31.80
KWIK TRIP INC	April 2021 gas - buses	\$370.95
US CELLULAR	April 2021 charges	\$11.10
TOTAL		\$413.85
SEWAGE PLANT		
ALSCO	uniform cleaning - wwtp	\$161.18
AT&T	May 2021 charges - wwtp	\$222.92
AUGUST WINTER & SONS, INC.	repair of air line for pumps	\$8,748.62
AUGUST WINTER & SONS, INC.	install new influent check valves	\$2,690.20
AUGUST WINTER & SONS, INC.	grit pump flushing connection	\$2,900.00
B & M TECHNICAL SERVICES, INC.	SCADA programming	\$867.00
B & M TECHNICAL SERVICES, INC.	annual flow meter calibrations	\$837.00
BADGER LAB & ENG CO, INC	ammonia & E. coli samples	\$88.00
BADGER LAB & ENG CO, INC	E. coli samples	\$120.00
BUMPER TO BUMPER/DBA	battery core credit	(\$18.00)

BUMPER TO BUMPER/DBA	battery for 2012 Chevy pick-up	\$158.99
CHARTER COMMUNICATIONS	April 2021 charges	\$98.81
JEFF WALDVOGEL TRUCKING INC	spring 2021 sludge application	\$26,943.10
JOHNSON BLOCK AND COMPANY INC	billing on 2020 audit - sewer	\$400.00
KEMIRA WATER SOLUTIONS, INC	ferric chloride solution	\$6,978.88
KWIK TRIP INC	April 2021 gas - wwtp	\$157.82
LARSEN COOP	oil	\$132.30
MASTER ELECTRICAL SERVICES	relocate lighting transformer	\$1,061.01
MENARDS	shovel/hose/cords/batteries	\$211.88
MULTI MEDIA CHANNELS, LLC	resolution 1412- sanitary laterals	\$53.24
NEW LONDON UTILITIES	April 2021 charges	\$666.49
NEW LONDON UTILITIES	April 2021 large power billing	\$6,527.44
NORTH SHORE ANALYTICAL, INC	2nd quarter mercury testing	\$205.00
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$7.35
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$14.72
SPEE-DEE DELIVERY SERVICE, INC.	on call shipment	\$16.97
TELEDYNE INSTRUMENTS, INC.	pump tubing for sampler	\$728.00
US CELLULAR	April 2021 charges	\$1.68
VALLEY PEST CONTROL INC	May pest control - wwtp	\$30.00
VERIZON WIRELESS	phone charges - wwtp	\$112.33
VORPAHL INC.	PPE for wwtp crew	\$765.18
VORPAHL INC.	gloves for unplugging pumps	\$219.17
WE ENERGIES	April 2021 charges	\$2,302.74
WEA TRUST	HEALTH INSURANCE BILLING	\$2,489.20
WI DEPT OF NATURAL RESOURCES	yearly environmental fees	\$5,498.72
WI LAKE & POND RESOURCE LLC	pond weed/nutrient management	\$1,052.00
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$974.22
ZORO TOOLS, INC	flammable cabinet/tools/wire	\$1,575.99
ZORO TOOLS, INC	safety glasses/plier set	\$124.75
ZORO TOOLS, INC	pliers set	\$42.72
TOTAL		\$76,167.62
STAND-BY		
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$7.29
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$68.13
TOTAL		\$75.42
STREET CLEANING		
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$7.63
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$21.74
TOTAL		\$29.37
STREET DEPT FRINGE BENEFIT		
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$12.36
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$14.70
WEA TRUST	WEA TRUST	\$7,996.96
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$161.72
TOTAL		\$8,185.74
STREET MACHINERY		
ALSCO	uniform cleaning - streets	\$167.44
AUTOMOTIVE SUPPLY CO.	engine oil	\$62.64
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$57.20
FACTORY MOTOR PARTS	window wash	\$12.30

KWIK TRIP INC	April 2021 gas - pw	\$1,486.81
PLACH	engine oil	\$93.43
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$268.42
TOTAL		\$2,148.24
STREET REPAIR & CONST.		
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$10.76
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$57.26
TOTAL		\$68.02
STREET SIGNS & MARKINGS		
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$1.71
TOTAL		\$1.71
STREET SUPERVISION		
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$76.27
HAMMONS, LUKE	reimburse for steel toe work boots	\$100.00
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$2.45
SECURIAN FINANCIAL GROUP INC	SECURIAN FINANCIAL GROUP INC	\$0.85
WEA TRUST	HEALTH INSURANCE BILLING	\$1,835.92
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$297.92
TOTAL		\$2,313.41
STREET TREE MAINTENANCE		
CARDMEMBER SERVICE	air filter	\$7.53
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$25.71
SERVICE POWER & SPORTS LLC	misc. parts	\$313.52
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$168.98
TOTAL		\$515.74
SWIMMING POOL		
1ST AYD CORPORATION	misc. housekeeping supplies	\$485.49
CARDMEMBER SERVICE	dish network/t-shirts/battery/skimmer/ rope floats/pool brush/expandable pole	\$969.79
CARRICO AQUATIC RESOURCES, INC	cover, water testing tablets	\$127.86
CHARTER COMMUNICATIONS	April 2021 charges	\$90.55
DELTA DENTAL OF WISCONSIN	DENTAL INSURANCE BILLING	\$76.27
GRAINGER PARTS OPERATION	stripping pads	\$143.74
KRUEGER, ANNETTE	reimburse for replacement padlock	\$6.27
MENARDS	misc. maintenance supplies, noodles	\$435.38
NEW LONDON BUILDING SUPPLY	sump pump kits	\$18.98
NEW LONDON BUILDING SUPPLY	couplings/clamps/sump pump kit	\$26.99
NEW LONDON BUILDING SUPPLY	marine weld	\$6.99
NEW LONDON BUILDING SUPPLY	boiler drain, misc. hardware	\$15.63
NEW LONDON BUILDING SUPPLY	hardware, boiler drain, tape	\$3.57
NEW LONDON BUILDING SUPPLY	shower heads	\$9.98
NEW LONDON BUILDING SUPPLY	non-skid additive	\$3.49
NEW LONDON BUILDING SUPPLY	receptacle	\$15.99
NEW LONDON BUILDING SUPPLY	paint	\$237.45
NEW LONDON BUILDING SUPPLY	hardware/liners/paint/covers	\$67.19
NEW LONDON BUILDING SUPPLY	spring snap links	\$32.13
NEW LONDON BUILDING SUPPLY	razor blades/razor clip strips	\$10.57
NEW LONDON BUILDING SUPPLY	primer, spray paint	\$11.58



NEW LONDON BUILDING SUPPLY	tape, wall plates, brushes	\$18.31
NEW LONDON BUILDING SUPPLY	primer/enamel/paint supplies	\$57.47
NEW LONDON BUILDING SUPPLY	hose washers, weather-stripping	\$29.76
NEW LONDON BUILDING SUPPLY	paint, brushes	\$203.71
NEW LONDON BUILDING SUPPLY	wax toilet bowl ring	\$4.78
NEW LONDON UTILITIES	April 2021 charges	\$2,643.16
RELIANCE STANDARD LIFE INS CO	RELIANCE STANDARD LIFE INS CO	\$2.45
SHERWIN-WILLIAMS	paint	\$97.14
VALLEY PEST CONTROL INC	May pest control - pool	\$47.00
WAUPACA CNTY DEPT OF HEALTH & HUMAN SERVICES	pool permit fee	\$203.00
WAUPACA CNTY DEPT OF HEALTH & HUMAN SERVICES	pool permit fee	\$218.00
WAUPACA CNTY DEPT OF HEALTH & HUMAN SERVICES	pool permit fee	\$218.00
WAUSAU CHEMICAL CORP	chemicals, tile cleaner	\$1,342.35
WE ENERGIES	April 2021 charges	\$1,427.01
WEA TRUST	HEALTH INSURANCE BILLING	\$1,835.92
WI RETIREMENT SYSTEM	RETIREMENT GENERAL	\$359.88
TOTAL		\$11,503.83
TRAFFIC CTL & STREET LTG		
NEW LONDON UTILITIES	April 2021 charges	\$6,286.23
TOTAL		\$6,286.23
UNEMPLOYMENT COMP		
DWD-UI	April unemployment charges	\$293.87
TOTAL		\$293.87
WASHINGTON CENTER		
1ST AYD CORPORATION	misc. housekeeping supplies	\$139.40
CARDMEMBER SERVICE	sr. bus business cards	\$70.00
CHARTER COMMUNICATIONS	April 2021 charges	\$31.80
FESTIVAL FOODS	program supplies	\$34.14
NEW LONDON UTILITIES	April 2021 charges	\$405.16
VALLEY PEST CONTROL INC	May pest control - sr. center	\$30.00
WE ENERGIES	April 2021 charges	\$164.99
TOTAL		\$875.49
WASHINGTON CENTER GYM		
1ST AYD CORPORATION	misc. housekeeping supplies	\$69.67
CHARTER COMMUNICATIONS	April 2021 charges	\$31.80
NEW LONDON UTILITIES	April 2021 charges	\$318.49
US CELLULAR	April 2021 charges	\$0.50
WE ENERGIES	April 2021 charges	\$144.85
TOTAL		\$565.31
WORKERS' COMPENSATION		
CITIES & VILLAGES MUTUAL INS	refund of premium	(\$12,079.00)
CITIES & VILLAGES MUTUAL INS	2021 workers comp premium - 3rd qtr.	\$37,397.00
TOTAL		\$25,318.00
OVERALL TOTAL		\$497,917.39

FUND TOTALS

GENERAL FUND	\$234,224.37
DEBT SERVICES FUND	\$569.19
CAPITAL PROJECTS FUND	\$185,888.77
WWTP FUND	<u>\$77,235.06</u>

SUBTOTAL \$497,917.39

GROSS PAYROLL \$283,921.81

\*\*\*\*GRAND TOTAL \$781,839.20

TOTAL HEALTH INSURANCE \$65,282.24  
TOTAL RETIREMENT \$21,432.85

# NOTICE OF PUBLIC HEARING

ON

## **Amendment of Preferred Land Use Map / Comprehensive Plan**

Notice is hereby given that on Tuesday, June 8<sup>th</sup> 2021, a Public Hearing will be held regarding an amendment of the Preferred Land Use Map in the City of New London's 2030 Comprehensive Plan. This amendment will change the preferred use for the parcel of land described below from Conservation to split Single Family Residential and Multi-Family Residential.

The property involved in this amendment is legally described as:

- All of Lot 1 Certified Survey Map 7833 being part of the Southeast 1/4 of the Southwest 1/4 of Section 13, Township 22 North, Range 14 East, City of New London, Waupaca County, Wisconsin, containing 700,038 Square Feet (16.0707 Acres) of land, subject to all easements, and restrictions of record. **Parcel 33 13 34 19; a/k/a 815 W Beckert Rd**

Additional information on this hearing may be obtained by contacting Dave Vincent, Zoning Administrator at 920-980-8500x112 or [dvincent@newlondonwi.org](mailto:dvincent@newlondonwi.org).

A copy of this amendment is available at the City of New London Clerk's Office, 215 N. Shawano Street or the New London Public Library at 406 S. Pearl Street.

This hearing will be held at 7:03 P.M., in the Council Chambers of the New London Municipal Building on Tuesday, June 8<sup>th</sup> 2021.

Dave Vincent  
Zoning Administrator

**City of New London, Outagamie and Waupaca Counties, Wisconsin  
Proposed Year 2030 Comprehensive Plan Amendment (No. CPA-01-21)**

**Amendment to Future Land Use Map**

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## **Background**

As a result of unexpected changes within the community, the City of New London is proposing to amend its Year 2030 Comprehensive Plan in order to accommodate business expansion in the Planned Commercial district.

As directed by Wisconsin State Statutes 66.1001(4), any Plan Commission or other body of a local governmental unit authorized to prepare or amend a comprehensive plan shall adopt written public participation procedures that foster public participation. Such provisions were adopted by the City in 2007 as part of the Comprehensive Plan preparation process and said document will be used as guide in processing the proposed Year 2030 Comprehensive Plan amendment (CPA-01-16). Furthermore, the Plan Commission and City Council must adopt a resolution by a majority vote of the entire Board to amend the plan. The vote shall be recorded in the official minutes of the Plan Commission; the resolution shall refer to maps and other descriptive materials that relate to one or more elements of the Comprehensive Plan. One copy of the recommended plan shall be sent to the following entities as required by state law:

- Every governmental body that is located in whole or part within the boundaries of the local governmental unit (county, utility districts, school districts, sanitary districts, drainage districts). **This includes Outagamie and Waupaca County, the New London School District and New London Utilities.**
- The clerk of every local governmental unit that is adjacent to the local governmental unit that is the subject of the plan or update. **These include the Towns of Hortonia, Lebanon, Liberty, Maple Creek and Mukwa.**
- To owners of property, or to persons who have a leasehold interest in property pursuant to which the persons may extract non-metallic mineral resources in or on a property, in which the allowable use or intensity of use of the property is changed by the comprehensive plan (Chapter 66.1001 (4)(a) of the Wisconsin State Statutes. Not applicable in New London's case.
- **The Wisconsin Department of Administration.**
- **The East Central Wisconsin Regional Planning Commission.**
- The **public library** that serves the area in which the local government unit is located.
- Others that may be identified in the adopted public participation procedures.

The City Council and Plan Commission may spend time reviewing, revising and requesting revisions to the recommended plan amendment. The City Council shall draft an ordinance adopting the plan amendment and a Class 1 public notice must be published at least 30 days prior to the hearing(s) on the proposed ordinance to adopt the final plan amendment. The City must provide an opportunity for written comments to be submitted by public and there must be a response to those comments if required. In addition, at least one public hearing must be held on the proposed amendment, resolution and ordinance. By majority vote, the City Council must approve the ordinance. Finally, the plan amendment and the ordinance must be re-distributed to the list of entities above.

## **Description of Proposed Comprehensive Plan Amendment(s)**

The proposed plan amendment (CPA-01-21) was initiated by the Planning Commission in order to accommodate the expansion of residential development in the City of New London.

This Comprehensive Plan amendment CPA-01-21 consists of two components: Map 8-42 which is the Original "Preferred Land Use Map" and Map 8-42C which indicates the proposed changes after CPA-01-21 would be adopted.

## **Basis for the Plan Amendments**

When reviewing a proposed amendment to a comprehensive plan, particularly one which alters the proposed use of a property(ies), it should be compared internally to the plan's own goals and recommendations. This helps to ensure consistency between the plan and the amendment in two ways: a) it identifies and documents supporting reasons for consideration of the amendment(s), and; b) it can identify overarching goals which should be accomplished or addressed as the properties move through the development process. The goals within the existing plan were reviewed and can be placed in one of these two categories:

### **Plan Amendment Justifications (Goals/recommendations which support the amendment request):**

#### 8.4 Preferred Land Use Plan\*

- A land use plan is long range and will need to be reevaluated periodically to ensure that it remains applicable to changing trends and conditions. The plan is not static. It can be amended when a situation arises that was not anticipated during the initial plan development process.

\*Source — p. 8-10 - City of New London 2030 Comprehensive Plan / January 2007

### **Plan Goal Considerations for the Plan Amendment(s) and/or Future Development:**

**ANC3** — Preserve community character and small town atmosphere

## **Assessment of Amendment Staff Recommendations**

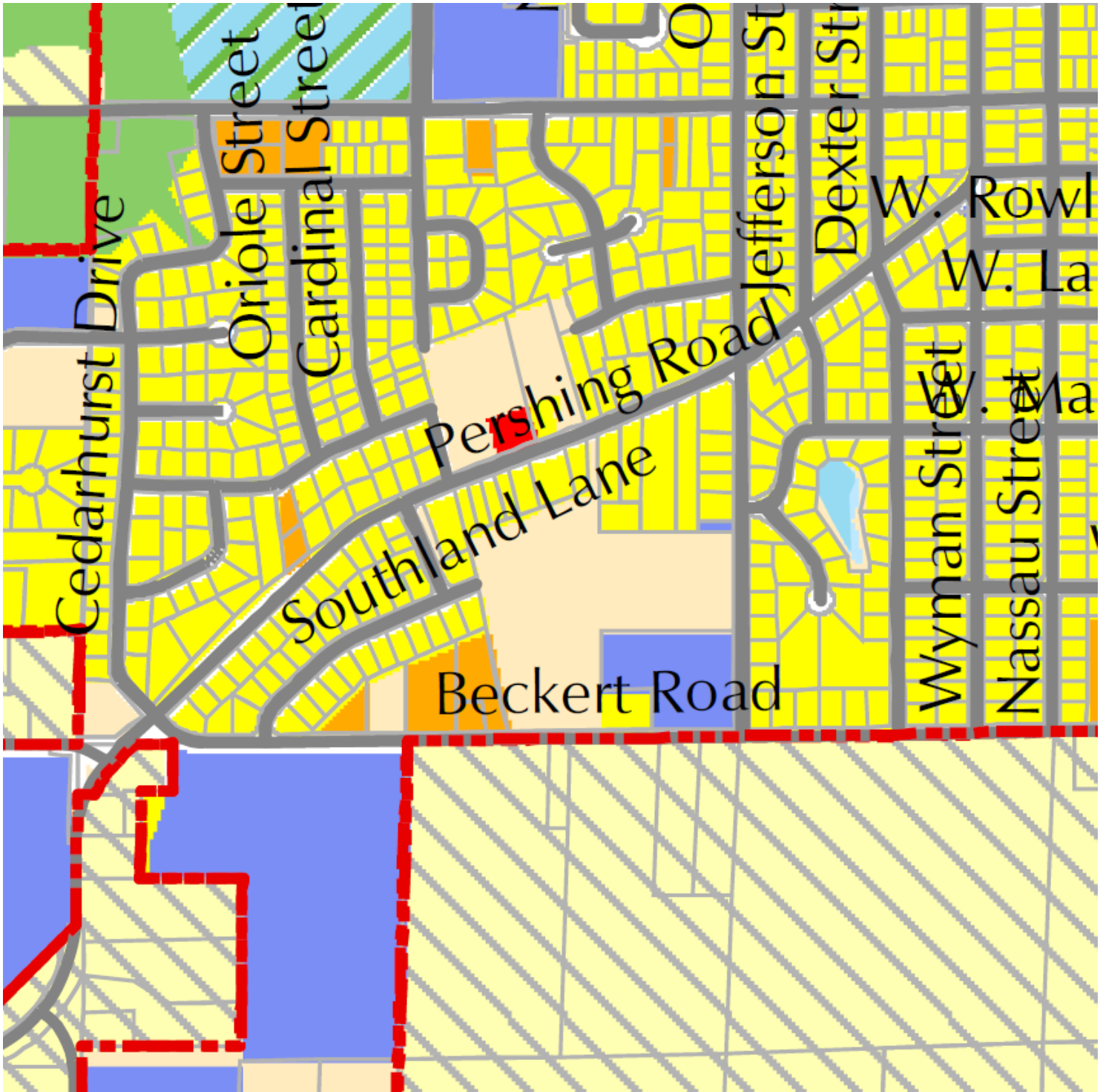
Based on the proposed amendments — as requested and outlined in this report — coupled with a review of current plans which affect land use, transportation, recreation, public infrastructure and public safety, it is determined that the proposed plan amendment is:

- 1) Consistent with the current comprehensive plan's intent and spirit and;
- 2) Will provide increased opportunities to meet the plan's overall vision and goals.











The fact that this amendment only accelerates the timeframe of this land use change to coincide with an opportunity that arose justifies the consideration of this amendment to the City's Year 2030 Comprehensive Plan.

Staff therefore recommends that Comprehensive Plan Amendment CPA-01-21 **be approved** by the Plan Commission so that it may be considered by the City Council.

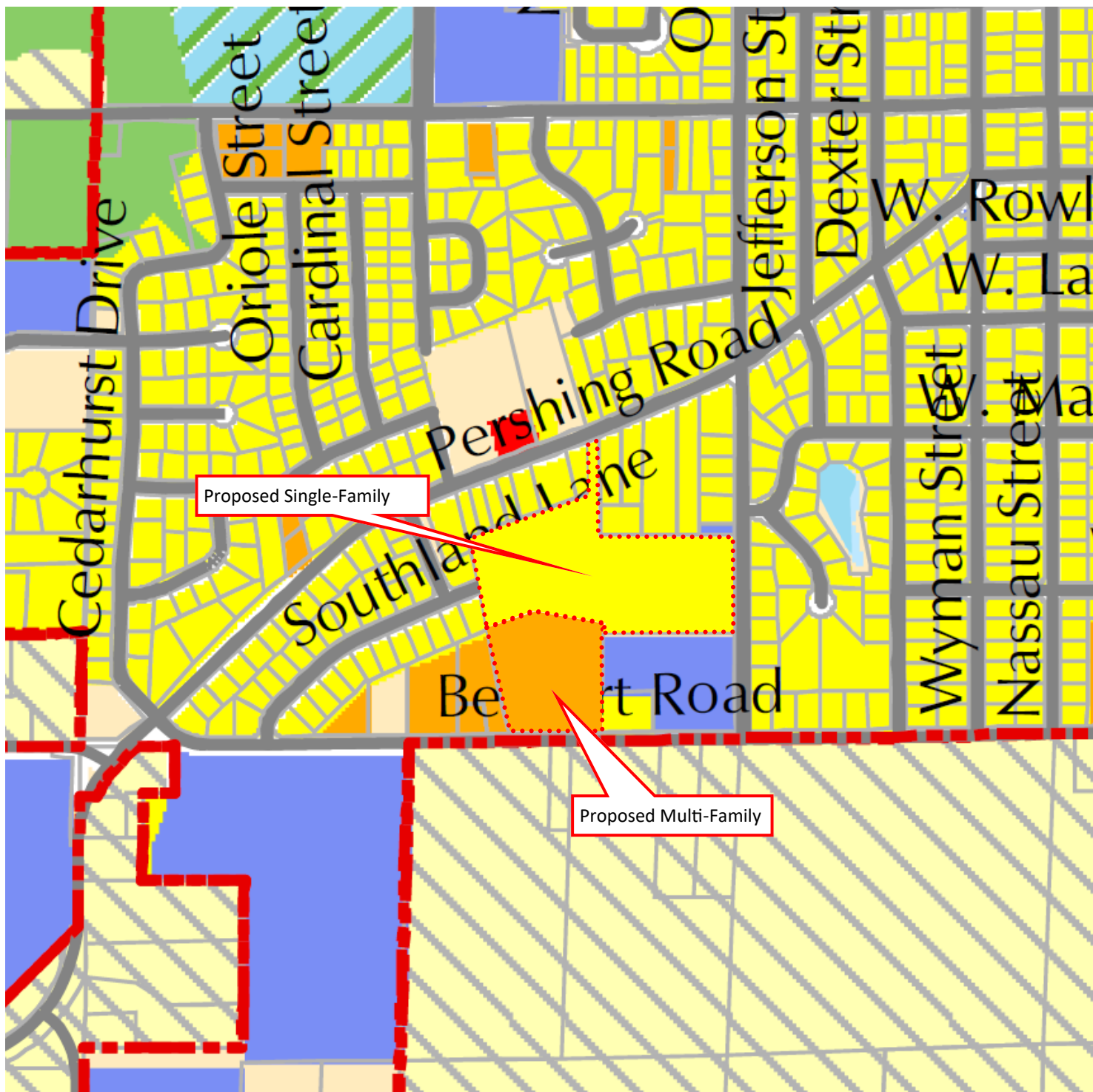
# Current Preferred Land Use Map 8-42




## Preferred Land Use


- |   |  |
|---|--|
|  Conservation (C)                    |  Planned Manufactured Home Park (PMH) |
|  Community/Downtown Commercial (CDC) |  Park/Recreation (PR)                 |
|  Multi-Family Residential (MFR)      |  Public Institutional (PUI)           |
|  Planned Commercial (PC)             |  Resource Protection (RP)             |
|  Planned Industrial (PI)             |  Single Family Residential (SFR)      |

# Proposed Preferred Land Use Map 8-42C




## Preferred Land Use


 Conservation (C)

 Community/Downtown Commercial (CDC)


 Multi-Family Residential (MFR)


 Planned Commercial (PC)


 Planned Industrial (PI)

 Planned Manufactured Home Park (PMH)

 Park/Recreation (PR)

 Public Institutional (PUI)

 Resource Protection (RP)

 Single Family Residential (SFR)

# NOTICE OF PUBLIC HEARING

ON

## Amendment of Preferred Land Use Map / Comprehensive Plan

Notice is hereby given that on Tuesday, June 8<sup>th</sup> 2021, a Public Hearing will be held regarding an amendment of the Preferred Land Use Map in the City of New London's 2030 Comprehensive Plan. This amendment will change the preferred use for the parcel of land described below from Planned Industrial to split Single Family Residential and Multi-Family Residential.

The property involved in this amendment is legally described as:

- COMMENCING AT THE EAST 1/4 CORNER OF SAID SECTION 7; THENCE S01°05'23"E, 611.43 FEET ALONG THE EAST LINE OF THE EAST 1/4; THENCE N89°56'14"W, 33.01 FEET TO THE WEST RIGHT OF WAY LINE OF HOUSE ROAD AND ALSO BEING THE POINT OF BEGINNING. THENCE S01°05'23"E, 917.26 FEET ALONG SAID WEST RIGHT OF WAY LINE; THENCE S31°49'30"W, 71.32 FEET; THENCE S72°56'05"W, 30.32 FEET TO THE NORTH RIGHT OF WAY LINE OF CTH S PER DOC. NUMBER 1636200; THENCE ALONG SAID NORTH RIGHT OF WAY LINE FOR 199.94 FEET ON A CURVE TO THE LEFT HAVING A RADIUS OF 5,789.58 FEET AND A CHORD OF N59°16'22"W, 199.93 FEET; THENCE N63°31'17"W, 101.03 FEET ALONG SAID NORTH RIGHT OF WAY LINE; THENCE ALONG SAID NORTH RIGHT OF WAY LINE FOR 206.33 FEET ON A CURVE TO THE LEFT HAVING A RADIUS OF 5,784.58 FEET AND A CHORD OF N62°23'51"W, 206.32 FEET; THENCE N20°58'19"E, 282.03 FEET; THENCE N69°01'59"E, 472.18 FEET; THENCE N33°00'00"E, 367.45 FEET; THENCE S89°56'14"E, 632.45 FEET TO SAID WEST RIGHT OF WAY LINE OF HOUSE ROAD AND ALSO BEING THE POINT OF BEGINNING. CONTAINING 518,995 SQUARE FEET OR 11.914 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD. **Parcel 333050500 (vacant land located at the northwest corner of House Road and Hwy S)**

Additional information on this hearing may be obtained by contacting Dave Vincent, Zoning Administrator at 920-980-8500x112 or [dvincent@newlondonwi.org](mailto:dvincent@newlondonwi.org).

A copy of this amendment is available at the City of New London Clerk's Office, 215 N. Shawano Street or the New London Public Library at 406 S. Pearl Street.

This hearing will be held at 7:03 P.M., in the Council Chambers of the New London Municipal Building on Tuesday, June 8<sup>th</sup> 2021.

Dave Vincent  
Zoning Administrator



**City of New London, Outagamie and Waupaca Counties, Wisconsin  
Proposed Year 2030 Comprehensive Plan Amendment (No. CPA-02-21)**

**Amendment to Future Land Use Map**

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## **Background**

As a result of unexpected changes within the community, the City of New London is proposing to amend its Year 2030 Comprehensive Plan in order to accommodate business expansion in the Planned Commercial district.

As directed by Wisconsin State Statutes 66.1001(4), any Plan Commission or other body of a local governmental unit authorized to prepare or amend a comprehensive plan shall adopt written public participation procedures that foster public participation. Such provisions were adopted by the City in 2007 as part of the Comprehensive Plan preparation process and said document will be used as guide in processing the proposed Year 2030 Comprehensive Plan amendment (CPA-01-16). Furthermore, the Plan Commission and City Council must adopt a resolution by a majority vote of the entire Board to amend the plan. The vote shall be recorded in the official minutes of the Plan Commission; the resolution shall refer to maps and other descriptive materials that relate to one or more elements of the Comprehensive Plan. One copy of the recommended plan shall be sent to the following entities as required by state law:

- Every governmental body that is located in whole or part within the boundaries of the local governmental unit (county, utility districts, school districts, sanitary districts, drainage districts). **This includes Outagamie and Waupaca County, the New London School District and New London Utilities.**
- The clerk of every local governmental unit that is adjacent to the local governmental unit that is the subject of the plan or update. **These include the Towns of Hortonia, Lebanon, Liberty, Maple Creek and Mukwa.**
- To owners of property, or to persons who have a leasehold interest in property pursuant to which the persons may extract non-metallic mineral resources in or on a property, in which the allowable use or intensity of use of the property is changed by the comprehensive plan (Chapter 66.1001 (4)(a) of the Wisconsin State Statutes. Not applicable in New London's case.
- **The Wisconsin Department of Administration.**
- **The East Central Wisconsin Regional Planning Commission.**
- The **public library** that serves the area in which the local government unit is located.
- Others that may be identified in the adopted public participation procedures.

The City Council and Plan Commission may spend time reviewing, revising and requesting revisions to the recommended plan amendment. The City Council shall draft an ordinance adopting the plan amendment and a Class 1 public notice must be published at least 30 days prior to the hearing(s) on the proposed ordinance to adopt the final plan amendment. The City must provide an opportunity for written comments to be submitted by public and there must be a response to those comments if required. In addition, at least one public hearing must be held on the proposed amendment, resolution and ordinance. By majority vote, the City Council must approve the ordinance. Finally, the plan amendment and the ordinance must be re-distributed to the list of entities above.

## **Description of Proposed Comprehensive Plan Amendment(s)**

The proposed plan amendment (CPA-02-21) was initiated by the Planning Commission in order to accommodate the expansion of residential development in the City of New London.

This Comprehensive Plan amendment CPA-02-21 consists of two components: Map 8-42 which is the Original "Preferred Land Use Map" and Map 8-42D which indicates the proposed changes after CPA-02-21 would be adopted.

## **Basis for the Plan Amendments**

When reviewing a proposed amendment to a comprehensive plan, particularly one which alters the proposed use of a property(ies), it should be compared internally to the plan's own goals and recommendations. This helps to ensure consistency between the plan and the amendment in two ways: a) it identifies and documents supporting reasons for consideration of the amendment(s), and; b) it can identify overarching goals which should be accomplished or addressed as the properties move through the development process. The goals within the existing plan were reviewed and can be placed in one of these two categories:

### **Plan Amendment Justifications (Goals/recommendations which support the amendment request):**

#### 8.4 Preferred Land Use Plan\*

- A land use plan is long range and will need to be reevaluated periodically to ensure that it remains applicable to changing trends and conditions. The plan is not static. It can be amended when a situation arises that was not anticipated during the initial plan development process.

\*Source — p. 8-10 - City of New London 2030 Comprehensive Plan / January 2007

### **Plan Goal Considerations for the Plan Amendment(s) and/or Future Development:**

**ANC3** — Preserve community character and small town atmosphere

## **Assessment of Amendment Staff Recommendations**

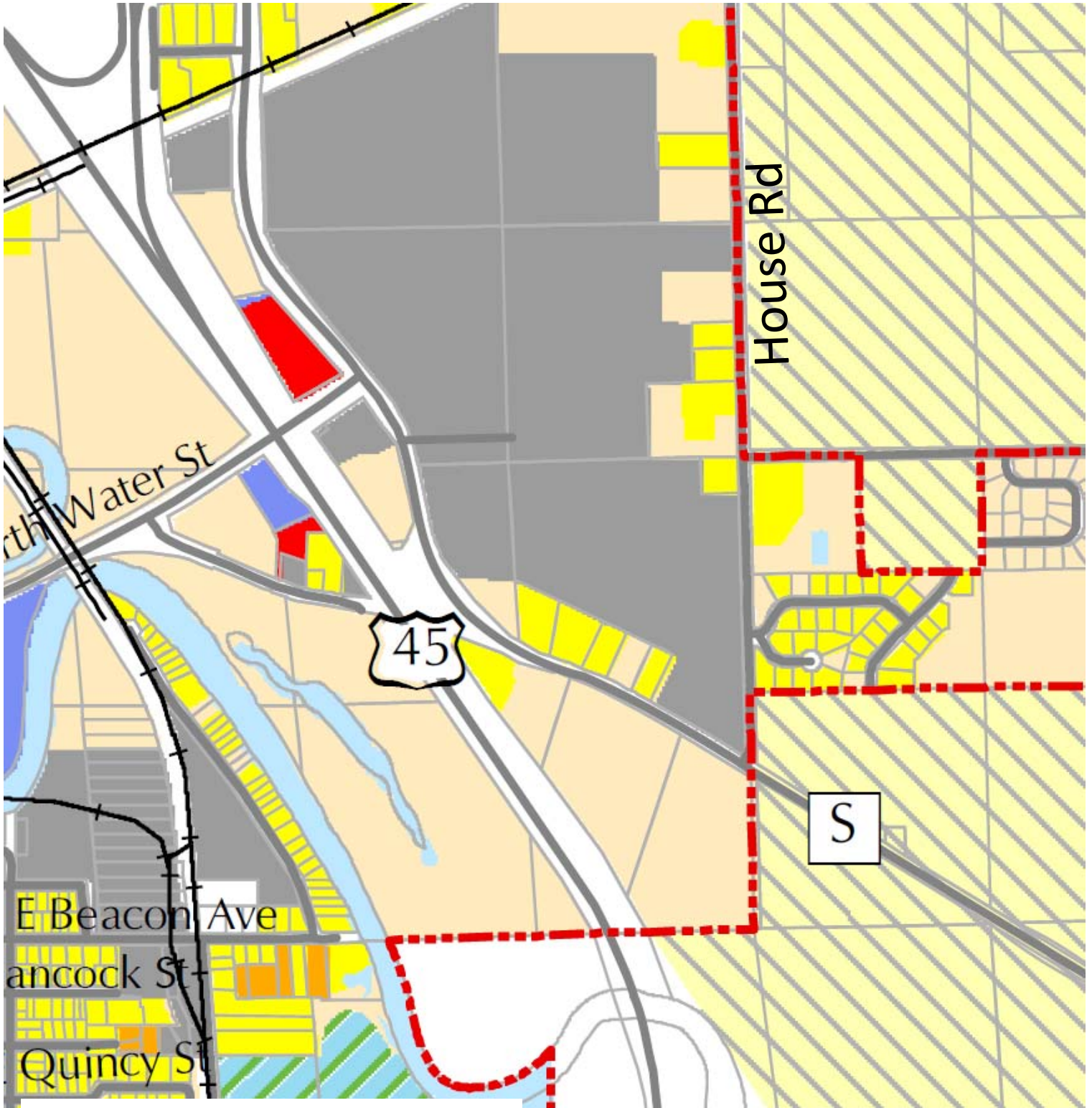
Based on the proposed amendments — as requested and outlined in this report — coupled with a review of current plans which affect land use, transportation, recreation, public infrastructure and public safety, it is determined that the proposed plan amendment is:

- 1) Consistent with the current comprehensive plan's intent and spirit and;
- 2) Will provide increased opportunities to meet the plan's overall vision and goals.











The fact that this amendment only accelerates the timeframe of this land use change to coincide with an opportunity that arose justifies the consideration of this amendment to the City's Year 2030 Comprehensive Plan.

Staff therefore recommends that Comprehensive Plan Amendment CPA-02-21 **be approved** by the Plan Commission so that it may be considered by the City Council.

# Current Preferred Land Use Map 8-42

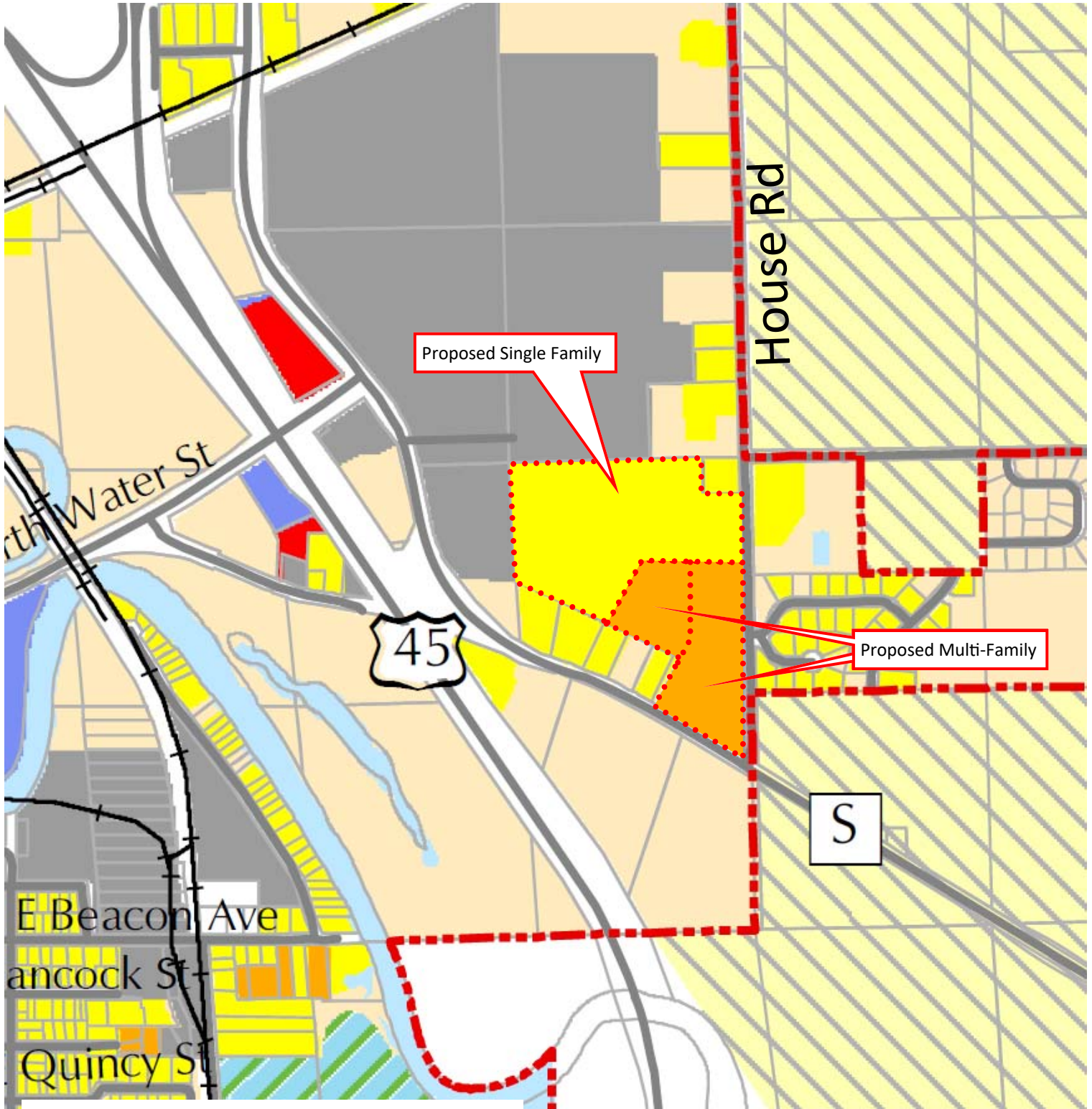


## Preferred Land Use











- |   |  |
|---|--|
|  Conservation (C)                    |  Planned Manufactured Home Park (PMH) |
|  Community/Downtown Commercial (CDC) |  Park/Recreation (PR)                 |
|  Multi-Family Residential (MFR)      |  Public Institutional (PUI)           |
|  Planned Commercial (PC)             |  Resource Protection (RP)             |
|  Planned Industrial (PI)             |  Single Family Residential (SFR)      |



# Proposed Preferred Land Use Map 8-42D



## Preferred Land Use

- |   |  |
|---|--|
|  Conservation (C)                    |  Planned Manufactured Home Park (PMH) |
|  Community/Downtown Commercial (CDC) |  Park/Recreation (PR)                 |
|  Multi-Family Residential (MFR)      |  Public Institutional (PUI)           |
|  Planned Commercial (PC)             |  Resource Protection (RP)             |
|  Planned Industrial (PI)             |  Single Family Residential (SFR)      |

NOTICE OF PUBLIC HEARING  
ON  
RE-ZONING PROPERTY LOCATED AT 815 W. BECKERT RD.

Notice is hereby given that on Tuesday, June 8, 2021 at 7:03 p.m., a Public Hearing will be held by the New London Common Council on the re-zoning of vacant land located at 815 W. BECKERT RD.

Section 1.

All of Lot 1 Certified Survey Map 7833 being part of the Southeast 1/4 of the Southwest 1/4 of Section 13, Township 22 North, Range 14 East, City of New London, Waupaca County, Wisconsin, containing 700,038 Square Feet (16.0707 Acres) of land, subject to all easements, and restrictions of record.

A section of Lot 1 consisting of 4.8199 acres of the preceding described property be re-zoned from R-1 to R-4, pending CSM modifications approval.

This hearing will be held at 7:03 p.m. before the Common Council in the Council Chambers of the New London Municipal Building on June 8, 2021.

Nicole Lemke  
City Clerk

NOTICE OF PUBLIC HEARING  
ON  
RE-ZONING PROPERTY LOCATED AT THE NORTHWEST CORNER OF HOUSE ROAD  
AND HWY S

Notice is hereby given that on Tuesday, June 8, 2021 at 7:03 p.m., a Public Hearing will be held by the New London Common Council on the re-zoning of vacant land located at the northwest corner of House Road and Hwy S.

Section 1. That the following described property be re-zoned from M-P to R-4A, pending CSM modifications approval.

COMMENCING AT THE EAST 1/4 CORNER OF SAID SECTION 7; THENCE S01°05'23"E, 611.43 FEET ALONG THE EAST LINE OF THE EAST 1/4; THENCE N89°56'14"W, 33.01 FEET TO THE WEST RIGHT OF WAY LINE OF HOUSE ROAD AND ALSO BEING THE POINT OF BEGINNING. THENCE S01°05'23"E, 917.26 FEET ALONG SAID WEST RIGHT OF WAY LINE; THENCE S31°49'30"W, 71.32 FEET; THENCE S72°56'05"W, 30.32 FEET TO THE NORTH RIGHT OF WAY LINE OF CTH S PER DOC. NUMBER 1636200; THENCE ALONG SAID NORTH RIGHT OF WAY LINE FOR 199.94 FEET ON A CURVE TO THE LEFT HAVING A RADIUS OF 5,789.58 FEET AND A CHORD OF N59°16'22"W, 199.93 FEET; THENCE N63°31'17"W, 101.03 FEET ALONG SAID NORTH RIGHT OF WAY LINE; THENCE ALONG SAID NORTH RIGHT OF WAY LINE FOR 206.33 FEET ON A CURVE TO THE LEFT HAVING A RADIUS OF 5,784.58 FEET AND A CHORD OF N62°23'51"W, 206.32 FEET; THENCE N20°58'19"E, 282.03 FEET; THENCE N69°01'59"E, 472.18 FEET; THENCE N33°00'00"E, 367.45 FEET; THENCE S89°56'14"E, 632.45 FEET TO SAID WEST RIGHT OF WAY LINE OF HOUSE ROAD AND ALSO BEING THE POINT OF BEGINNING. CONTAINING 518,995 SQUARE FEET OR 11.914 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

This hearing will be held at 7:03 p.m. before the Common Council in the Council Chambers of the New London Municipal Building on June 8, 2021.

Nicole Lemke  
City Clerk

**CITY OF NEW LONDON**  
**BOARD OF PUBLIC WORKS MEETING MINUTES**  
**Tuesday, June 1, 2021 4:30 p.m.**

Members Present: Mike Barrington, Dave Dorsey, Dennis Herter, Bernie Ritchie Jr., Fred Zaug

Excused Members: None

Council Members: Mayor Herter (via zoom), John Faucher, Bob Besaw, Billie Olson, Steve Groat (arrival 5:09 p.m.), Tim Roberts

Others Present: Chad Hoerth; City Administrator  
Ben Greuel; WWTF Chief Operator  
Michelle Lambrecht; Public Services Administrative Assistant  
Jim & Sandy Massonet, Jim Jaeger, Charlie Rogers; Vets Memorial  
Luke Hammons; Street/Park Superintendent  
Ginger Arndt; Recreation Superintendent  
April Amador

Barrington called the meeting to order at 4:30 p.m.; Motion by Zaug/D. Herter to approve the agenda as presented. *Motion carried by all*

Public comment relevant to items on agenda: None presented.

Wastewater Treatment Facility Update: There were no questions on the WWTF monthly reports.

Recommend to council a Resolution approving the Waste Water Treatment Facilities 2020 Compliance Maintenance Annual Report (CMAR): A copy of the 2020 CMAR report was reviewed by the committee. This is an annual self-evaluation report required by the DNR and the WWTF received a grade A. Council will need to approve a resolution in order for the CMAR report to be complete.

Motion by D. Herter/Dorsey that council considers a resolution accepting the Waste Water Treatment Facilities 2020 Compliance Maintenance Annual Report (CMAR). *Motion carried by all.*

Consider an ordinance to add stop signs on Nassau and Henry Streets: A draft ordinance was reviewed authorizing the Public Works Department to install stop signs at the following locations:

Nassau Street at W Law Street  
Nassau Street at Millard Street  
Nassau Street at Cameron  
Nassau Street at Rowland Street  
Nassau Street at Laura Street  
West termination of Henry Street into Northwood Village

Faucher/Zaug moved that council approve an ordinance to install new stop signs at designated locations on Nassau and Henry Streets. *Motion carried by all.*

Approve a contract to hire PSI for Geotechnical Services for the 2024/2025 Downtown Street Reconstruction projects: Part of the engineering to complete the downtown reconstruction project is to hire Geotechnical Services for soil boring. Two proposals were submitted with PSI providing the lowest overall cost of \$4,525 for the projects borings. The city's engineers at McMahan recommended hiring PSI for these geotechnical services.

D. Herter/Ritchie moved that council enter into an agreement with PSI for geotechnical services in the amount of \$4,525. *Motion carried by all.*

Consider a request to designate a loading zone in front of the business at 310 W North Water Street: Alderperson Olson asked the Board to consider designating a loading zone during weekday mornings in front of the business at 310 W North Water Street. Concerns were cited that if the city grants this request for one business, then the city would need to grant this for all businesses and the city already receives complains about the limited downtown parking. Other options were discussed including more enforcement of the two hour parking limit and towing of vehicles. *No motion was made on this item.*

Director's Report: The Director's memo was included and reviewed by the committee.  
Service Anniversary Report:

Gerid Garvens (WWTF operator) completed 7 years of service on May 30<sup>th</sup>

Future Agenda/Other items: None presented

Discuss next meeting date:

Tuesday July 6, 2021 starting at 4:30 p.m.

*\*\*At this time the Parks & Recreation Committee came into session for a joint meeting\*\**

Discuss and possibly act on modifications to the downtown centralized dumpsters:

Alderperson Roberts brought up concerns related to the downtown centralized dumpster pads, one being near the Taft Park Veteran's Memorial. Roberts and several members in attendance from the Veteran's Memorial Foundation provided comments that they felt the relocation of the dumpsters after the Veteran's Memorial was installed was disrespectful. Others on the committee sited that the city took additional measures to create a buffer and separated the dumpsters from the park with a slated fence and a line of shrubs. Another commented that it was no different than the dumpster located on the other side of the park for the C&R Waterfront Bar. Roberts provided suggestions of relocating the centralized pads to the other side of the driveway, closer to the Coppershot bar. Faucher cited concerns of spending more money when the city paid over \$50,000 for the two downtown centralized dumpster facilities. Jim Massonet stated that it's a problem and he's seeing illegal garbage in the pad areas including construction material and air conditioners. Mayor Herter (on zoom)



went to the site during the meeting and provided live video of the containers showing the current conditions. A comment was made that the dumpsters are too tall. The committee directed Hoerth to see if Graichen Disposal could provide smaller containers for easier dumping. A request was made to call a vote, no motion was made at this time.

There being no further business a motion was made by Zaug/D. Herter to adjourn the meeting at 5:34 p.m. *Motion carried by all.*

Chad Hoerth, City Administrator

**CITY OF NEW LONDON ORDINANCE RELATING TO THE  
ADDITION OF STOP SIGNS ON SPECIFIED CITY STREETS**

**Ordinance No. \_\_\_\_\_**

***PURPOSE: The purpose of this ordinance is to designate new stop sign locations***

WHEREAS, the regulation of traffic, motor vehicles and conveyances upon all public streets, roadway and right-of-ways within the City limits of the City of New London is essential and necessary to protect the traveling public and to preserve and protect the public safety of the City; and,

WHEREAS, it is desirable that appropriate and adequate traffic control signs be installed in uncontrolled intersection; and,

WHEREAS, The City of New London has the authority to install stop signs and other traffic control devices at intersections on highways over which it has exclusive jurisdiction pursuant to WIS STAT§349.065 and §349.07(8),

NOW, THEREFORE, BE IT RESOLVED that the City of New London does hereby ordain as follows:

The New London City Council authorizes the Public Works Department to install stop signs at the following intersections:

Nassau Street	at	W Law Street
Nassau Street	at	Millard Street
Nassau Street	at	Cameron Street
Nassau Street	at	Rowland Street
Nassau Street	at	Laura Street
West termination of Henry Street into Northwood Village		

The ordinances provided herein shall take effect and be in full force from and after its passage and publication or posting.

Adopted this 22nd day of July, 2021

BY: \_\_\_\_\_  
Mark Herter, Mayor

ATTEST: \_\_\_\_\_  
Nicole Lemke, City Clerk

1<sup>st</sup> Reading: June 8, 2021

2<sup>nd</sup> Reading: July 13, 2021

Published: July 22, 2021

RESOLUTION TO APPROVE THE 2020 COMPLIANCE  
MAINTENANCE ANNUAL REPORT FOR WWTP

RESOLUTION NO. \_\_\_\_\_

BE IT RESOLVED, that the City of New London, Outagamie and Waupaca Counties, Wisconsin, informed by the Department of Natural Resources that the following actions were taken by the Common Council.

1. Reviewed the 2020 Compliance Maintenance Annual Report, which is attached to this Resolution.
2. Set forth the following actions necessary to maintain the effluent requirements contained in the WPDES Permit.
  - a) Support the Director of Public Services and the Wastewater Treatment Plant Superintendent to meet its WPDES Discharge Permit and to maintain the Wastewater Treatment Plant Facilities in the highest possible condition.

Adopted this 08<sup>th</sup> day of June, 2021

BY: \_\_\_\_\_  
Mark Herter, Mayor

ATTEST: \_\_\_\_\_  
Nicole Lemke, City Clerk

# Compliance Maintenance Annual Report

New London Wastewater Treatment Facility

Last Updated: Reporting For:  
5/25/2021 2020

## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Date of Resolution or  
Action Taken:

Resolution Number:

Date of Submittal:

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):**

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS**

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

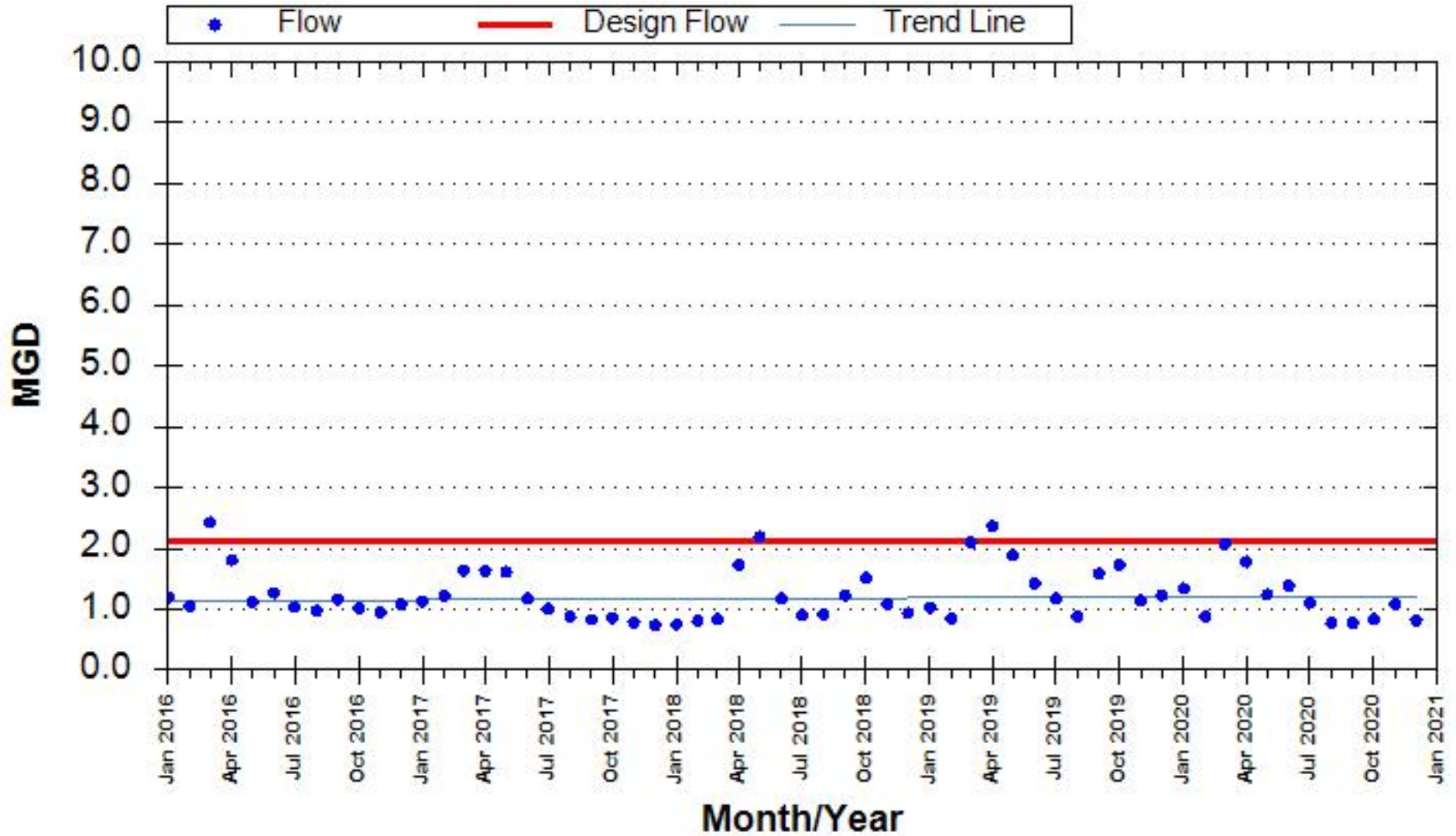
**G.P.A. = 4.00**

# New London Wastewater Treatment Facility

Linear equation uses 2004 - 2020 CMAR data

for Trend Line:  $y = 0.001445x + 1.14$

## Monthly Average Influent Flow Year Trend Line Intersects Avg Flow: 2073

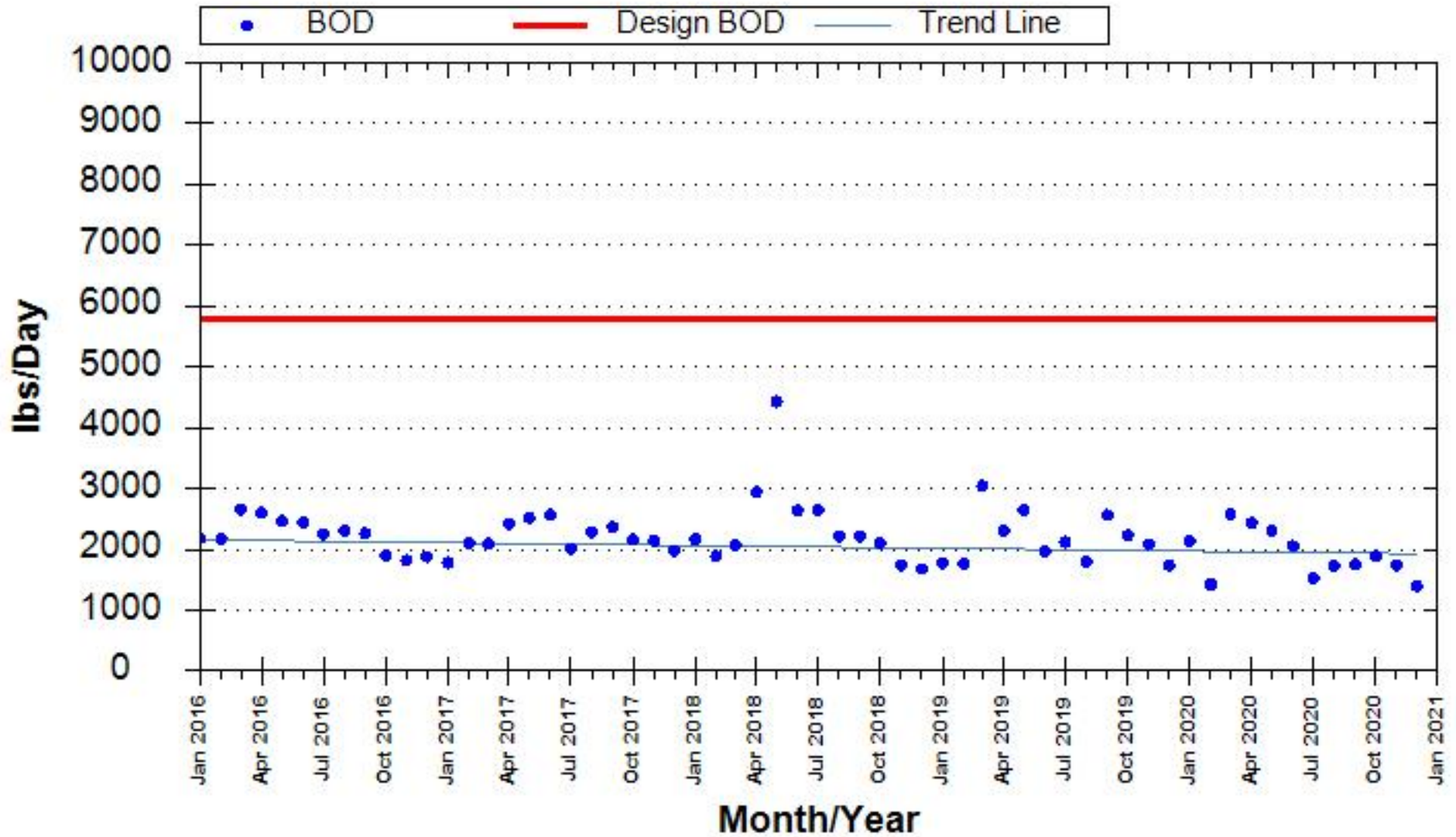


# New London Wastewater Treatment Facility

Linear equation uses 2004 - 2020 CMAR data

for Trend Line:  $y = -3.827565x + 2155.40$

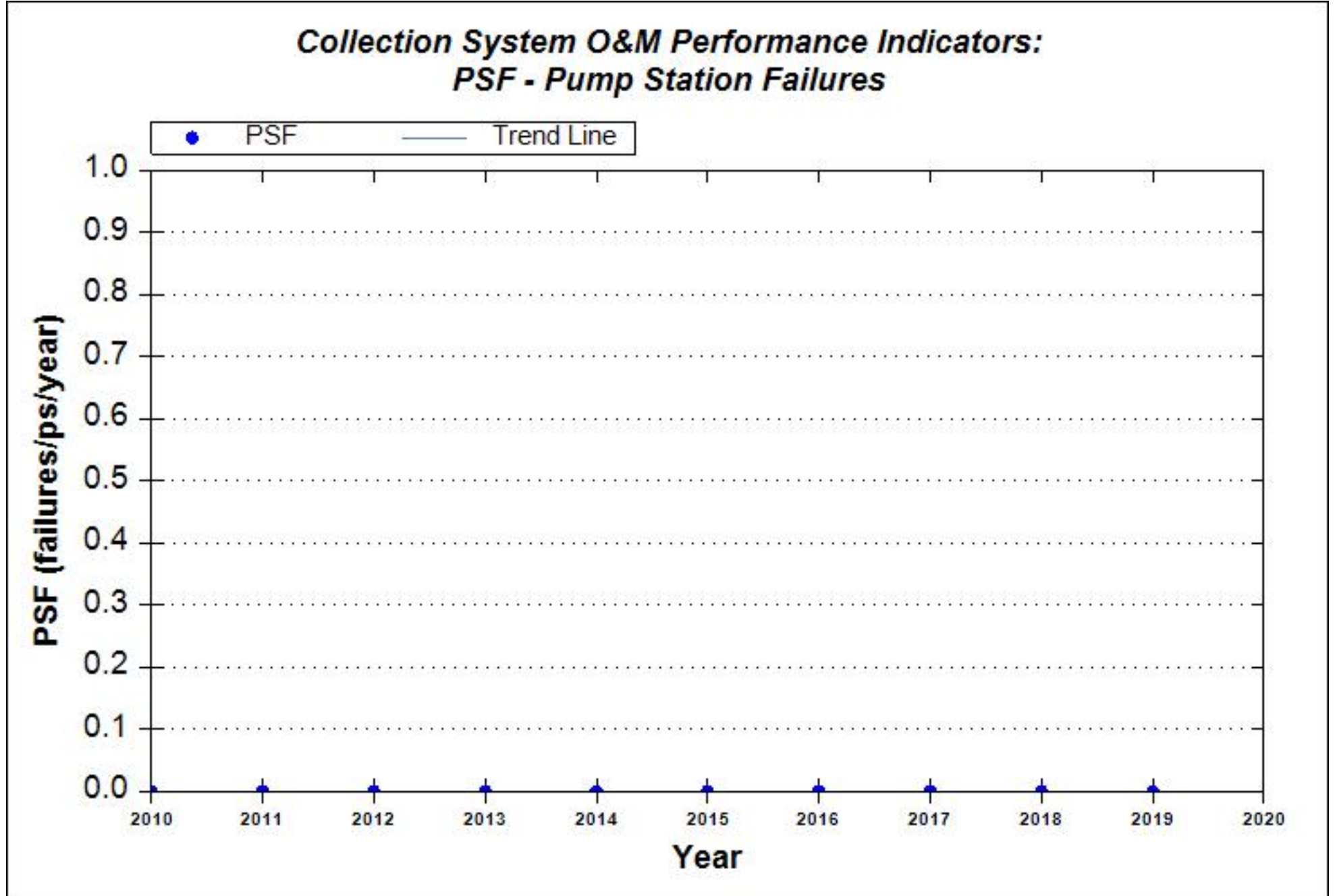
## Monthly Average Influent BOD Loading Year Trend Line Intersects Design BOD: NA



### New London Wastewater Treatment Facility

Linear equation uses 2010 - 2020 CMAR data

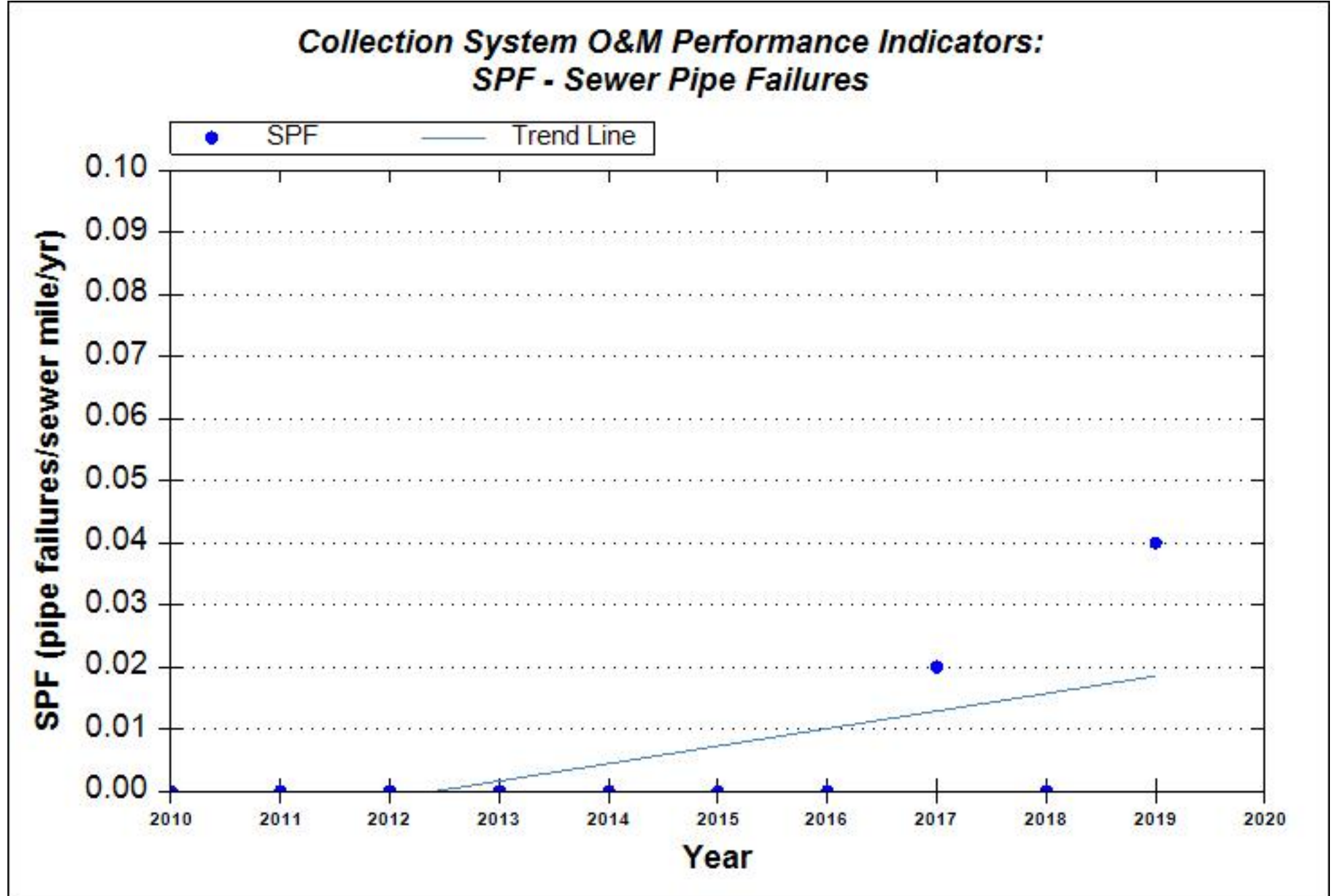
for Trend Line: PSF:  $y = 0x + 0$



**New London Wastewater Treatment Facility**

Linear equation uses 2010 - 2020 CMAR data

for Trend Line:  $SPF: y = 0.002817 x - 0.01$

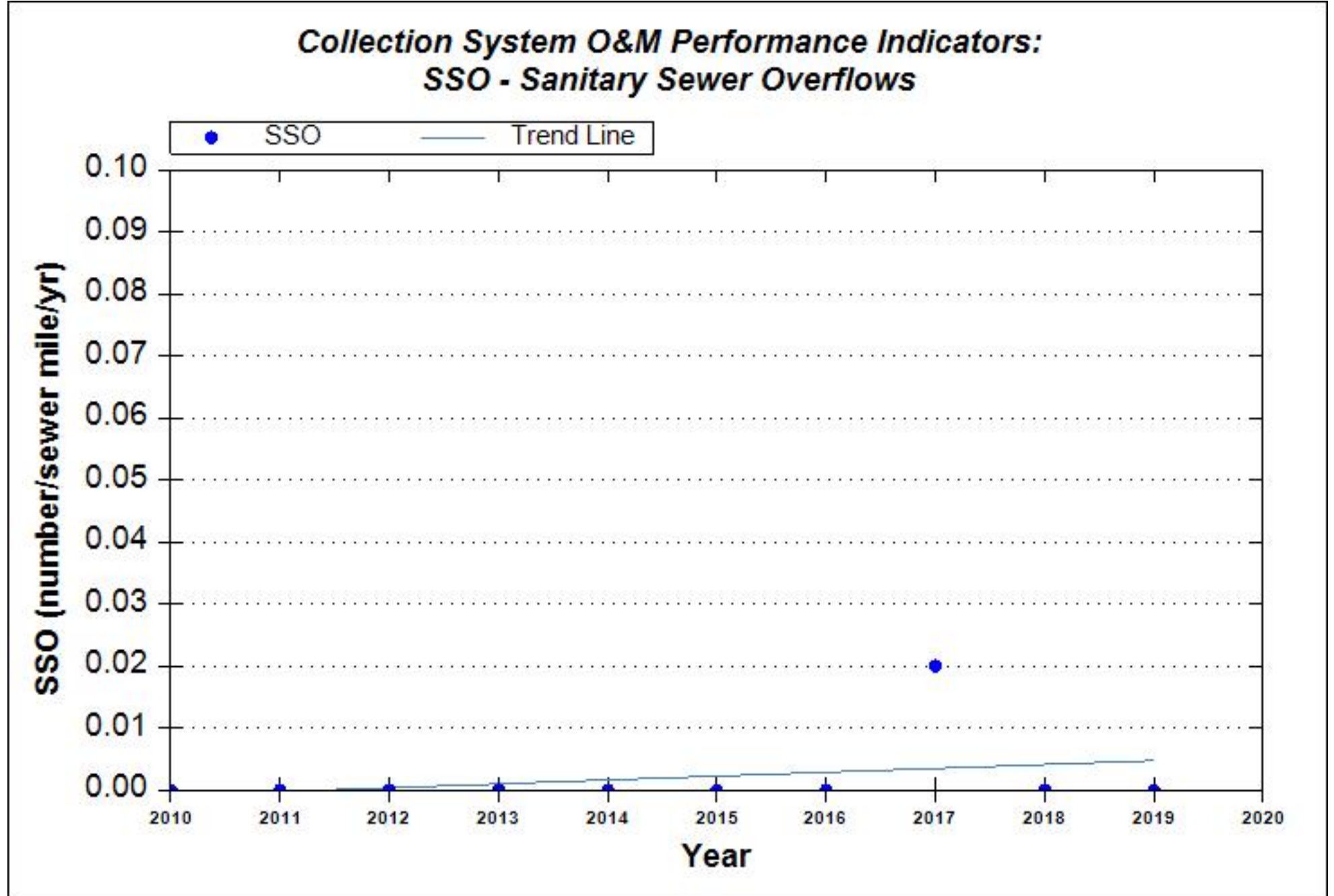




**New London Wastewater Treatment Facility**

Linear equation uses 2010 - 2020 CMAR data

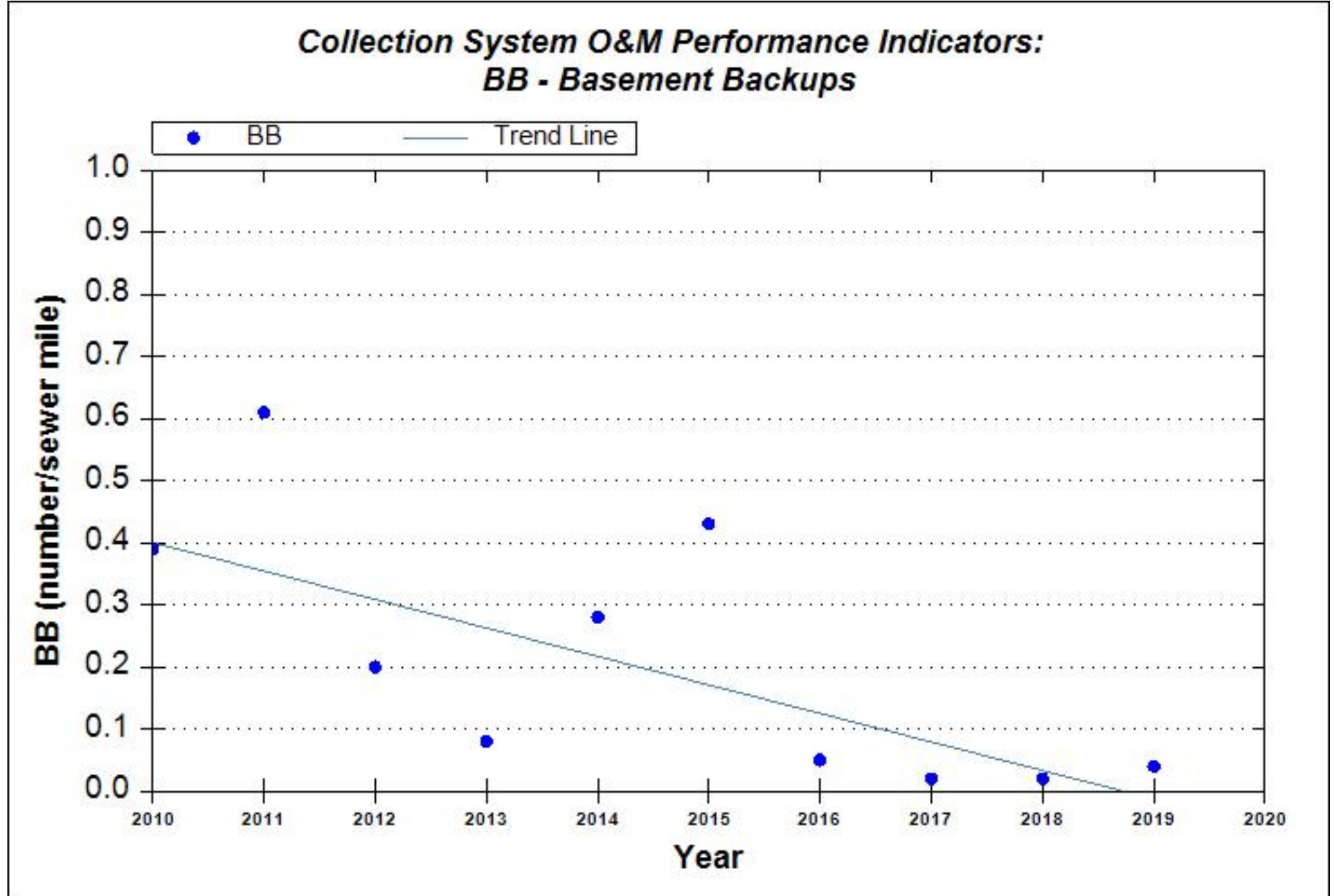
for Trend Line: SSO:  $y = 0.000624 x + 0.00$



### New London Wastewater Treatment Facility

Linear equation uses 2010 - 2020 CMAR data

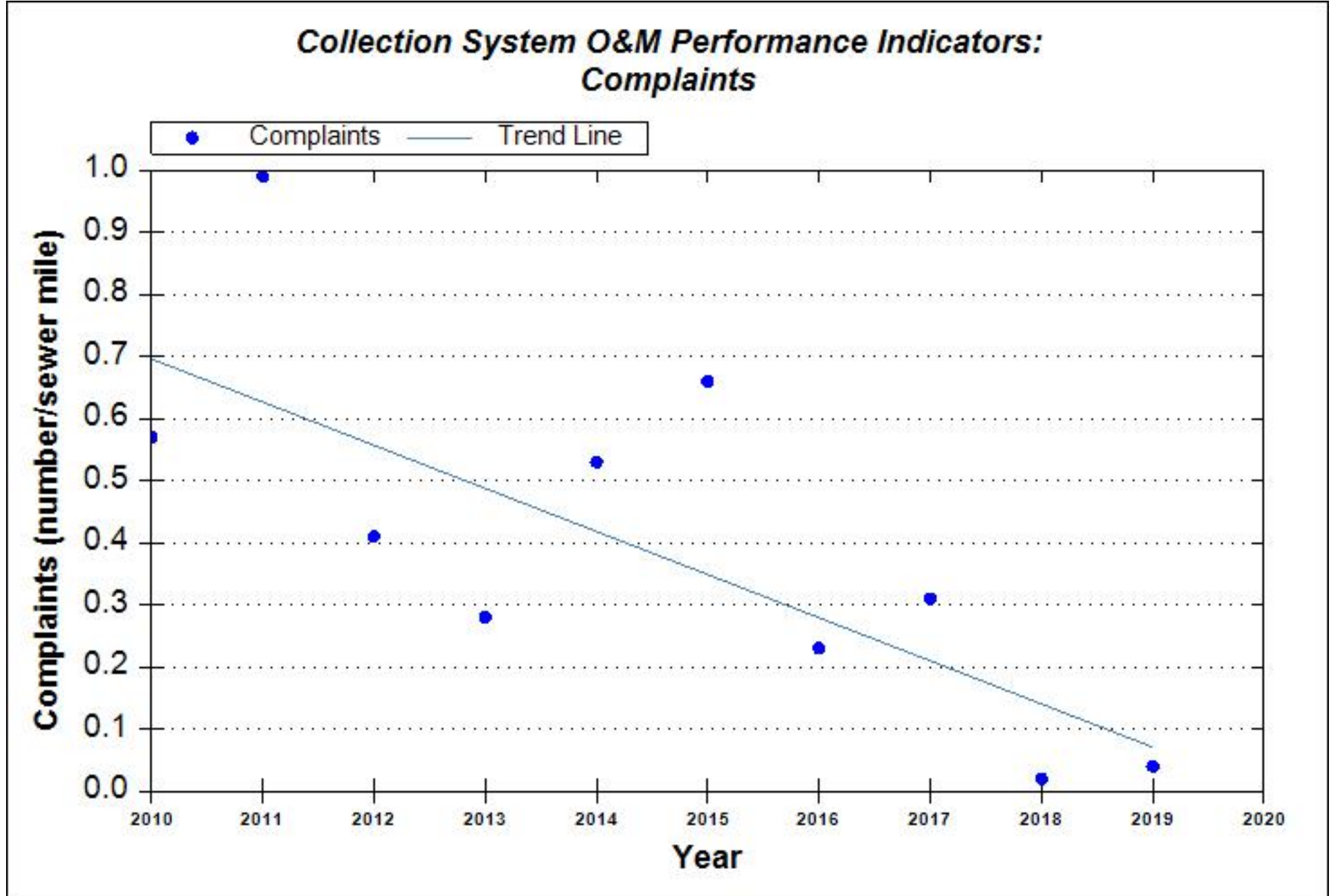
for Trend Line: BB:  $y = -0.045891 x + 0.40$



## New London Wastewater Treatment Facility

Linear equation uses 2010 - 2020 CMAR data

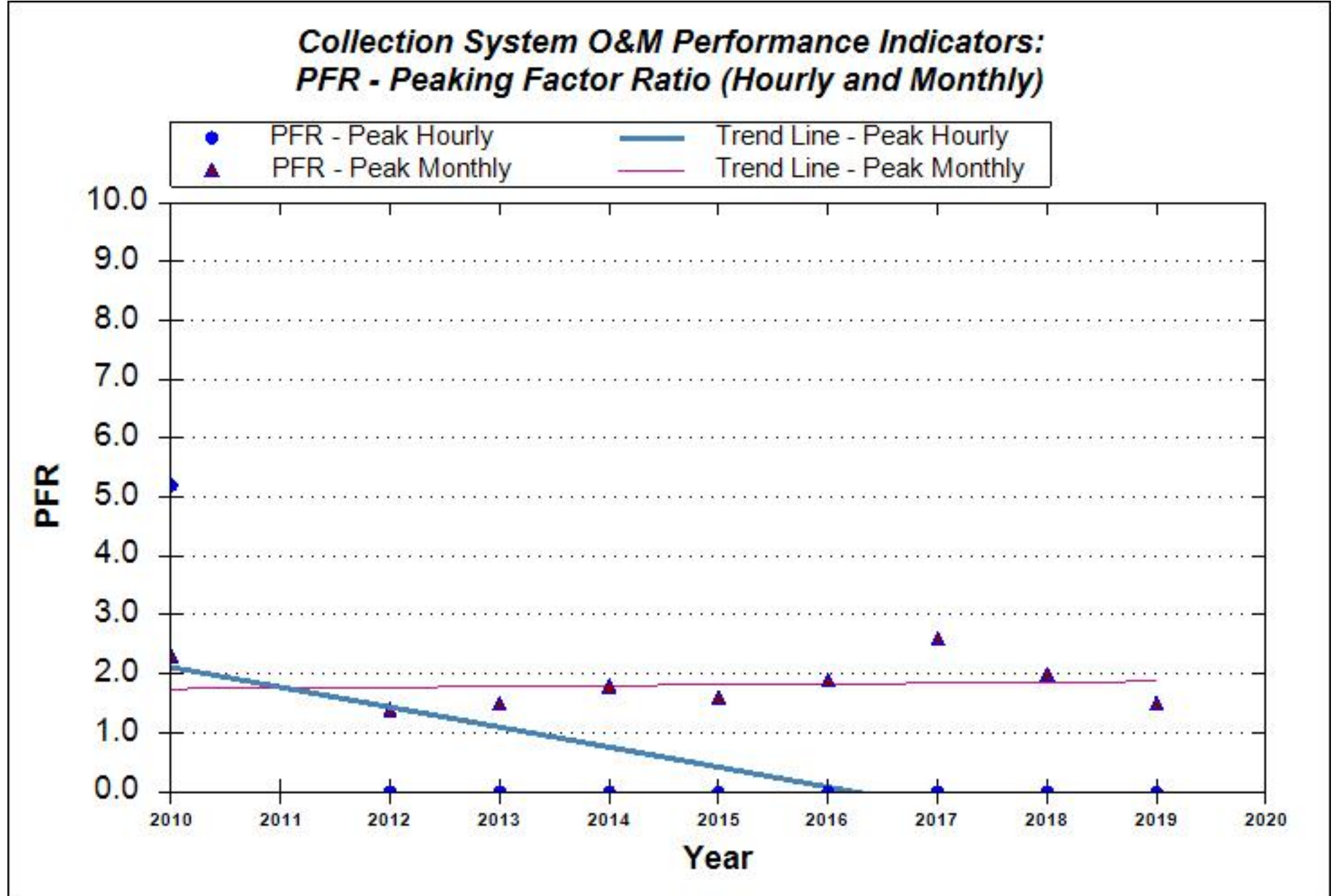
for Trend Line: Complaints:  $y = -0.069436x + 0.70$



# New London Wastewater Treatment Facility

Linear equations use 2010 - 2020 CMAR data

for Trend Lines: PFR - Peak Hourly:  $y = -0.338931 x + 2.11$       PFR - Peak Monthly:  $y = 0.014297 x + 1.74$





May 20, 2021

**City of New London**  
215 N. Shawano Street  
New London, Wisconsin 54961

Attn: Mr. Chad Hoerth

Re: Proposal for Geotechnical Engineering Services

**Storm Sewer and Roadway Reconstruction  
North Water Street and Pearl Street  
New London, Wisconsin  
PSI Proposal No. 0094-344116**

Dear Mr. Hoerth:

Professional Service Industries, Inc. (PSI), an Intertek company, is pleased to submit a proposal to conduct a geotechnical exploration for the proposed Storm Sewer and Roadway Reconstruction project in New London, Wisconsin. PSI thanks you for the opportunity to propose these geotechnical services. A review of project information, along with a proposed scope of services, schedule and fee are provided below.

**PROJECT UNDERSTANDING**

Based on PSI’s review of the information provided by McMahon Associates, Inc. on May 7, 2021, a summary of our understanding of the proposed project is provided below.

**TABLE 1: PROJECT DESCRIPTION AND PROPOSAL BASIS**

N. Water Street – 1,950 feet	The project will extend along N. Water Street from Shawano Street to Pearl Street. It will also include a portion of Pearl Street from the Wolf River Bridge to E. Waupaca Street. The existing roadway will be reconstructed and narrowed from 45 feet to 43 feet. All storm sewers will be replaced as part of the project. The maximum bearing depth of the storm sewer is planned at 9 feet below existing grade.
Pearl Street – 1,100 feet	The project will extend along Pearl Street from the Wolf River Bridge to Beacon Street. The existing roadway will be reconstructed and narrowed from 45 feet to 43 feet. All storm sewers will be replaced as part of the project. The maximum bearing depth of the storm sewer is planned at 9 feet below existing grade.

The following table provides a generalized description of the existing site conditions based on available information.



**TABLE 2: SITE DESCRIPTION**

Site Location - N. Water Street	Latitude: 44.392792; Longitude: -88.742731
Site Location – Pearl Street	Latitude: 44.389690; Longitude: -88.739668
Site History	The subject site consists of paved asphalt roadways.
Existing Site Ground Cover	The site is anticipated to consist of asphalt pavement.
Ground Surface Soil Support Capability for Operational Stability and Site Access	Based on a review of aerial photos, it is anticipated that the site is accessible with standard drilling equipment and the soil borings will be performed with a truck mounted drill rig.

Should the above information or assumptions be inconsistent with planned construction, the Client must contact the PSI office and allow necessary modifications to be made to the proposal.

**SCOPE OF SERVICES**

The geotechnical engineering scope of services will include the following items.

- Field exploration consisting of drilling and sampling of the subsurface materials and observation of current groundwater conditions at the test boring locations.
- Limited laboratory testing of the subsurface materials (where applicable).
- **Two (2) Atterberg (where applicable) and grain size analysis by the mechanical method will be performed on a sample of the subgrade soils.**
- Performing engineering evaluation and providing geotechnical recommendations in written report format.

***Field Exploration***

PSI proposes that the subsurface conditions be explored by soil borings following the provided PSI drilling program. The table below summarizes the exploratory boring program as determined by PSI.

**TABLE 3: SUMMARY OF BORINGS**

Design Element	Number of Borings	Boring Depth (ft)	Drilling Footage (feet)
North Water Street	7	15	105
Pearl Street	4	15	60
<b>TOTAL:</b>	<b>11</b>	<b>---</b>	<b>165</b>

The borings will be located in the field by PSI using conventional taping procedures referencing available natural landmarks or GPS coordinates. Surveying of the boring locations to obtain surface coordinates and MSL elevations is beyond the scope of work. PSI will obtain reference surface elevations at the borings using conventional leveling. References to elevations or depths of various subsurface strata will be based on depths below existing grade at the time of drilling.





Traffic control signage will be provided by PSI personnel. It is understood that flagging personnel are not anticipated to be necessary, and costs for such are not included herein. If flaggers are later determined to be required, the cost will be invoiced as an addition to the fee outlined herein.

This proposal assumes that permits (and associated fees) for performance of work within the public Right-of-Way will be waived for the PSI work, and thus does not include costs associated with obtaining permits. If permitting is required, PSI must be notified by the client. PSI can provide a cost for obtaining such permits, if desired.

- During the field activities, the subsurface conditions will be observed and logged by the drill crew.
- As requested, PSI will measure water levels in the borings during drilling, at the completion of drilling.
- Final depths of the borings may be extended or reduced depending on the subsurface materials encountered during field activities.
- PSI will contact Digger’s Hotline prior to the start of drilling activities. **This proposal is based on private utility lines and other subsurface appurtenances being located in the field by others prior to field activities (no cost for such is included herein).**
- PSI will exercise reasonable caution to avoid damage to underground utilities by contacting Digger’s Hotline prior to the field activities. However, private utility locations are often unknown by public utility companies and by the utility owners. Therefore, PSI will not be responsible for damage to the site or any buried utilities that are not made known to us.
- Some damage to the ground surface may result from the drilling operations near the work areas and along ingress/egress pathways. The field crew will attempt to limit such damage, but no restoration other than backfilling the borings is included in this proposal. **Excess auger cuttings and drilling spoils would thin spread adjacent to the boring locations or within green spaces. We have not included any costs for offsite disposal of soil cuttings.**

**Table 4: Anticipated Field Exploration Description**

Drilling Equipment	Truck Mounted Drilling Equipment
Drilling Method	Hollow-Stem Augers
Field Testing	Hand Penetrometer, Standard Penetration Testing (ASTM D1586)
Sampling Procedure	Soils: ASTM D1587/1586
Sampling Frequency	Representative soil samples will be obtained at 2½-foot intervals to 10 feet and 5-foot intervals thereafter.
Frequency of Groundwater Level Measurements	During auger advancement and upon removal.
Boring Backfill Procedures	Soil Cuttings, Bentonite Pellets
Sample Preservation and Transportation Procedure	General Accordance with ASTM D4220



The field exploration program will be performed in general accordance with the designated ASTM procedures considering local and regional standard of care practices.

### **Laboratory Testing**

Representative soil samples obtained during the field exploration program will be transported to the PSI laboratory for testing. The nature and extent of this laboratory testing program will be dependent upon the subsurface conditions observed during the field exploration program. The laboratory program will be performed in general accordance with the applicable ASTM procedures considering local and regional standard of care practices. The laboratory program may include the following tests.

**TABLE 5: LABORATORY TESTING GENERAL PROCEDURES**

<b>Laboratory Test</b>	<b>Applicable ASTM Procedures</b>
Visual Classification	ASTM D2488
Moisture Content	ASTM D2216
Atterberg Limits	ASTM D4318
Material Finer than No. 200 Sieve	ASTM D1140
Rock Compression Strength Test	ASTM D7012 A,B,C or D
Unconfined Compression Strength	ASTM D2166

Portions of any samples that are not altered or consumed by laboratory testing will be retained for 30 days after the issuance of the geotechnical report and will then be discarded.

### **Engineering Analyses and Report**

The results of the field exploration and laboratory testing will be used in the engineering analysis and in the formulation of the recommendations. The results of the subsurface exploration, including the recommendations and the data on which they are based, will be presented in a written geotechnical report. The geotechnical report may include the following items:

- General subgrade preparation recommendations;
- Recommendations for site excavation, fill compaction, and the use of on-site and imported fill material under pavements and the structures;
- Guidelines for subgrade preparation for the proposed utility line and for the selection and placement of structural fill in these areas;
- Construction considerations relating to subgrade preparation, site drainage, groundwater control, and excavations;
- Pavement subgrade design coefficients including AASHTO soil classification, design frost index, design group index, soil support value, and estimated subgrade modulus.

A pdf version of the geotechnical report will be prepared and submitted by email to the Client. If requested by the Client, hard copies can be provided. The geotechnical report will be reviewed and signed by a registered Professional Engineer in the State of Wisconsin.





## **SCHEDULE**

Based on the site accessibility, drilling can usually commence within approximately 1 to 2 weeks after receipt of authorization to proceed, weather permitting. The final report can typically be provided within about 2 to 3 weeks after completion of the field work. If desired, preliminary information can be provided to the design team once the laboratory testing and engineering evaluation are complete.

Delays sometime occur due to adverse weather, utility clearance requirements, site clearing requirements for drill rig access, obtaining drilling permits, obtaining Right of Entries and other factors outside of PSI's control. In this event, PSI will communicate the nature of the delay and provide a revised schedule as soon as possible.

## **FEE**

PSI proposes that the fee for performance of the outlined scope of services be determined on a lump sum basis in accordance with the attached Schedule of Geotechnical Services and Fees. Based on the scope of services outlined above, the estimated lump sum total fee will be **\$4,525.00**.

Depending on the size of the project and project schedule, partial billing may be performed monthly based on progress to date prior to the completion of the final report.

The estimated fee is based on the boring locations being accessible to truck mounted drilling equipment and the client obtaining and providing permission for PSI to enter and access the site. If site conditions exist such that the use of a dozer, All-Terrain Rig (ATV) or other special equipment is required to access the site, an additional charge may be necessary. Likewise, in the event clearing of trees or debris is necessary and performed by PSI, an additional fee will be necessary. In either event, the client will be notified prior to further action on the part of PSI.

It should be noted that fees associated with locating private underground utilities, reviewing construction drawings, executing traffic control services, preparing construction specifications, attending special conferences, providing environmental consulting, and any other work requested after submittal of the report is not included in the proposed fee.

A standard unit rate sheet is included for any additional work approved in advance in writing by the client.

## **AUTHORIZATION**

PSI will proceed with the work based on written authorization. The work will be performed pursuant to the attached General Conditions, enclosed and incorporated into this proposal.

Please sign and return one copy of this proposal. When returning the proposal, please complete the attached Project Data Sheet, and provide a scaled site plan so that PSI may best serve the project. By executing this authorization, permission is being provided for PSI to access the project site.



**CLOSING**

We at PSI appreciate the opportunity to offer professional services for this project and look forward to being part of the design team. If there are any questions, please feel free to contact us at your convenience.

Respectfully submitted,

**PROFESSIONAL SERVICE INDUSTRIES, INC.**

***Electronic Copy***

Patrick Bray  
Branch Manager

Attachments: Proposal Authorization and Payment Instructions  
Project Data Sheet  
General Conditions  
Standard Fee Schedule



## Proposal Authorization & Payment Instructions

### Authorization

To execute this proposal, please sign and complete the authorization information below, along with applicable payment instructions, and return one copy of the authorized proposal to the PSI office.

_____		_____	
Authorized By (please print)		Signature	
_____		_____	
Title		Firm	
_____			
Address			
_____			
_____	_____	_____	_____
City	State	Zip Code	Telephone
_____		_____	
Email Address	Date	Purchase Order No. / Project Tracking No. (if applicable)	

### Payment Instructions

If invoice payment is to be made by a party other than the authorizing party above, please provide the following information for whom the invoices are to be billed:

_____		_____	
Firm		Attention	
_____		_____	
Address		Title	
_____			
_____	_____	_____	_____
City	State	Zip Code	Telephone
_____			
Authorizing Party's Relationship to Invoice Payment Party			

If invoices are to be approved other than by the payment party above, please provide the following information for whom the invoices are to be mailed for approval:

_____		_____	
Firm		Attention	
_____		_____	
Address		Title	
_____			
_____	_____	_____	_____
City	State	Zip Code	Telephone
_____			
Authorizing Party's Relationship to Invoice Approval Party			



### Project Data Sheet

Please complete the following Project Data Sheet so that PSI may best serve your project.

Project Name		
Architect	Project Manager	Phone Number
Structural Engineer	Project Manager	Phone Number
Civil Engineer	Project Manager	Phone Number
Construction Type	Plan Area	Number of Floors
Interior Column Spacing	Exterior Column Spacing	
Exterior Column Load	Live	Dead
Interior Column Load	Live	Dead
Floor Slab Load	Slab-on-Grade	Basement/Depth
Will Elevation of site be raised by filling	How much?	
Septic Tank	Storm Water Drainage	
Pavement Type	Traffic Load	Traffic Type
Other pertinent Information/Subsurface Information		



## GENERAL CONDITIONS

1. **PARTIES AND SCOPE OF WORK:** Professional Service Industries Inc. ("PSI") shall include said company or its particular division, subsidiary or affiliate performing the work. "Work" means the specific service to be performed by PSI as set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. Additional work ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the work to be done by PSI. If Client is ordering the work on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said work. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the work ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of PSI's work. PSI shall have no duty or obligation to any third party greater than that set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. The ordering of work from PSI, or the reliance on any of PSI's work, shall constitute acceptance of the terms of PSI's proposal and these General Conditions, regardless of the terms of any subsequently issued document.
2. **TESTS AND INSPECTIONS:** Client shall cause all tests and inspections of the site, materials and work performed by PSI or others to be timely and properly performed in accordance with the plans, specifications and contract documents and PSI's recommendations. No claims for loss, damage or injury shall be brought against PSI by Client or any third party unless all tests and inspections have been so performed and unless PSI's recommendations have been followed. Client agrees to indemnify, defend and hold PSI, its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or PSI's recommendations are not so followed.
3. **PREVAILING WAGES:** This proposal specifically excludes compliance with any project labor agreement, labor agreement, or other union or apprenticeship requirements. In addition, unless explicitly agreed to in the body of this proposal, this proposal specifically excludes compliance with any state or federal prevailing wage law or associated requirements, including the Davis Bacon Act. It is agreed that no applicable prevailing wage classification or wage rate has been provided to PSI, and that all wages and cost estimates contained herein are based solely upon standard, non-prevailing wage rates. Should it later be determined by the Owner or any applicable agency that in fact prevailing wage applies, then it is agreed that the contract value of this agreement shall be equitably adjusted to account for such changed circumstance. Client will reimburse, defend, indemnify and hold harmless PSI from and against any liability resulting from a subsequent determination that prevailing wage regulations cover the Project, including all costs, fines and attorney's fees.
4. **SCHEDULING OF WORK:** The services set forth in PSI's proposal and Client's acceptance will be accomplished by PSI personnel at the prices quoted. If PSI is required to delay commencement of the work or if, upon embarking upon its work, PSI is required to stop or interrupt the progress of its work as a result of changes in the scope of the work requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of PSI, additional charges will be applicable and payable by Client.
5. **ACCESS TO SITE:** Client will arrange and provide such access to the site and work as is necessary for PSI to perform the work. PSI shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its work or the use of its equipment.
6. **CLIENT'S DUTY TO NOTIFY ENGINEER:** Client warrants that it has advised PSI of any known or suspected hazardous materials, utility lines and pollutants at any site at which PSI is to do work, and unless PSI has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits, Client agrees to defend, indemnify and save PSI harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to PSI's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to PSI by Client.
7. **RESPONSIBILITY:** PSI's work shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. PSI shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. PSI's work or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Client agrees that it shall require subrogation to be waived against PSI and for PSI to be added as an Additional Insured on all policies of insurance, including any policies required of Client's contractors or subcontractors, covering any construction or development activities to be performed on the project site. PSI has no right or duty to stop the contractor's work.
8. **SAMPLE DISPOSAL:** Test specimens will be disposed immediately upon completion of the test. All drilling samples will be disposed sixty (60) days after submission of PSI's report.
9. **PAYMENT:** The quantities and fees provided in this proposal are PSI's estimate based on information provided by Client and PSI's experience on similar projects. The actual total amount due to PSI shall be based on the actual final quantities provided by PSI at the unit rates provided herein. Where Client directs or requests additional work beyond the contract price it will be deemed a change order and PSI will be paid according to the fee schedule. Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay PSI's cost of collection of all amounts due and unpaid after thirty (30) days, including court costs and reasonable attorney's fees. PSI shall not be bound by any provision or agreement requiring or providing for arbitration of disputes or controversies arising out of this agreement, any provision wherein PSI waives any rights to a mechanics' lien, or any provision conditioning PSI's right to receive payment for its work upon payment to Client by any third party. These General Conditions are notice, where required, that PSI shall file a lien whenever necessary to collect past due amounts. Failure to make payment within 30 days of invoice shall constitute a release of PSI from any and all claims which Client may have, whether in tort, contract or otherwise, and whether known or unknown at the time.

## GENERAL CONDITIONS

- 10. ALLOCATION OF RISK:** CLIENT AGREES THAT PSI'S SERVICES WILL NOT SUBJECT PSI'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LIABILITY, AND THAT NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, CLIENT AGREES THAT ITS SOLE AND EXCLUSIVE REMEDY SHALL BE TO DIRECT OR ASSERT ANY CLAIM, DEMAND, OR SUIT ONLY AGAINST PSI.
- SHOULD PSI OR ANY OF ITS EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENT IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESS OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON PSI'S WORK AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF PSI, ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$25,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO PSI FOR ITS WORK PERFORMED ON THE PROJECT, WHICHEVER AMOUNT IS GREATER. IN THE EVENT CLIENT IS UNWILLING OR UNABLE TO LIMIT PSI'S LIABILITY IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN THIS PARAGRAPH, CLIENT MAY, UPON WRITTEN REQUEST OF CLIENT RECEIVED WITHIN FIVE DAYS OF CLIENT'S ACCEPTANCE HEREOF, INCREASE THE LIMIT OF PSI'S LIABILITY TO \$250,000.00 OR THE AMOUNT OF PSI'S FEE PAID TO PSI FOR ITS WORK ON THE PROJECT, WHICHEVER IS THE GREATER, BY AGREEING TO PAY PSI A SUM EQUIVALENT TO AN ADDITIONAL AMOUNT OF 5% OF THE TOTAL FEE TO BE CHARGED FOR PSI'S SERVICES. THIS CHARGE IS NOT TO BE CONSTRUED AS BEING A CHARGE FOR INSURANCE OF ANY TYPE, BUT IS INCREASED CONSIDERATION FOR THE GREATER LIABILITY INVOLVED. IN ANY EVENT, ATTORNEY'S FEES EXPENDED BY PSI IN CONNECTION WITH ANY CLAIM SHALL REDUCE THE AMOUNT AVAILABLE, AND ONLY ONE SUCH AMOUNT WILL APPLY TO ANY PROJECT.
- NEITHER PARTY SHALL BE LIABLE TO THE OTHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE AND BREACH OF STATUTORY DUTY) OR OTHERWISE FOR LOSS OF PROFIT (WHETHER DIRECT OR INDIRECT) OR FOR ANY INDIRECT, CONSEQUENTIAL, PUNITIVE, OR SPECIAL LOSS OR DAMAGE, INCLUDING WITHOUT LIMITATION LOSS OF PROFITS, REVENUE, BUSINESS, OR ANTICIPATED SAVINGS (EVEN WHEN ADVISED OF THEIR POSSIBILITY).
- NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT, OR OTHERWISE, MAY BE BROUGHT AGAINST PSI, ARISING FROM OR RELATED TO PSI'S WORK, MORE THAN TWO YEARS AFTER THE CESSATION OF PSI'S WORK HEREUNDER, REGARDLESS OF THE DATE OF DISCOVERY OF SUCH CLAIM.
- 11. INDEMNITY:** Subject to the above limitations, PSI agrees not to defend but to indemnify and hold Client harmless from and against any and all claims, suits, costs and expenses including reasonable attorney's fees and court costs to the extent arising out of PSI's negligence as finally determined by a court of law. Client shall provide the same protection to the extent of its negligence. In the event that Client or Client's principal shall bring any suit, cause of action, claim or counterclaim against PSI, the Client and the party initiating such action shall pay to PSI the costs and expenses incurred by PSI to investigate, answer and defend it, including reasonable attorney's and witness fees and court costs to the extent that PSI shall prevail in such suit.
- 12. TERMINATION:** This Agreement may be terminated by either party upon seven days' prior written notice. In the event of termination, PSI shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses.
- 13. EMPLOYEES/WITNESS FEES:** PSI's employees shall not be retained as expert witnesses except by separate, written agreement. Client agrees to pay PSI's legal expenses, administrative costs and fees pursuant to PSI's then current fee schedule for PSI to respond to any subpoena. For a period of one year after the completion of any work performed under this agreement, Client agrees not to solicit, recruit, or hire any PSI employee or person who has been employed by PSI within the previous twelve months. In the event Client desires to hire such an individual, Client agrees that it shall seek the written consent of PSI, and shall pay PSI an amount equal to one-half of the employee's annualized salary, without PSI waiving other remedies it may have.
- 14. FIDUCIARY:** PSI is not a financial advisor, does not provide financial advice or analysis of any kind, and nothing in our reports can create a fiduciary relationship between PSI and any other party.
- 15. RECORDING:** Photographs or video recordings of the Client's own project may be taken by and used for the Client's own internal purposes. Photographs or video recordings may not be used for marketing or publicity, or distributed to a third party or otherwise published without PSI's prior review and consent in writing. Taking photographs of other Clients' samples, test setups, or facilities, or recording in any manner any test specimen other than the test specimen related to the Client's project is prohibited; and the Client agrees to hold in strict confidence and not use any proprietary information disclosed either advertently or inadvertently. The Client shall defend, hold harmless, and indemnify PSI for any breach of this clause.
- 16. CHOICE OF LAW AND EXCLUSIVE VENUE:** All claims or disputes arising or relating to this agreement shall be governed by, construed, and enforced in accordance with the laws of Illinois. The exclusive venue for all actions or proceedings arising in connection with this agreement shall be either the Circuit Court in Cook County, Illinois, or the Federal Court for the Northern District of Illinois.
- 17. PROVISIONS SEVERABLE:** The parties have entered into this agreement in good faith, and it is the specific intent of the parties that the terms of these General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.
- 18. ENTIRE AGREEMENT:** This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.

**PROFESSIONAL SERVICE INDUSTRIES, INC.**  
**GEOTECHNICAL SERVICES STANDARD FEE SCHEDULE**

**ENGINEERING SERVICES**

Engineering & Technical services for site reconnaissance, boring locations, field supervision, water level measurements & sampling, engineering evaluation, analysis & consultation.

Staff Engineer or Geologist	\$75.00 Per Hour	Sr. Engineering Technician	\$50.00 Per Hour
Project Engineer or Geologist	\$85.00 Per Hour	Engineering Technician	\$40.00 Per Hour
Principal Engineer or Geologist	\$100.00 Per Hour	Secretarial Services	\$25.00 Per Hour
Principal of Firm	\$110.00 Per Hour		

**FIELD SERVICES**

Mobilization of Drilling Equip.	\$3.00 Per Mile (\$450.00 Minimum)	Boring Layout	\$90.00 Per Hour
Support Vehicle	\$0.55 Per Mile (Min. \$85.00 Per Day)	Standby & Problem Access Time	\$150.00 Per Hour
All-terrain Drill Rig	\$750.00 Per Day	2-Man Crew Per Diem	\$200.00 Per Day

Soil Drilling with Split- spoon (ASTM D-1586) or Shelby Tube (ASTM D-1587) sampling at 5-foot intervals:

Depth Range	Unit Charges Per Foot, 3 1/4", 4 1/4" I.D. Auger		Unit Charges Per Foot 6 1/4" I.D. Auger		Extra SS or ST Samples
	Easy Drilling*	Hard Drilling**	Easy Drilling*	Hard Drilling**	
0 - 25 ft.	\$11.00	\$13.00	\$14.00	\$16.00	\$10.50
25 - 50	\$13.00	\$15.00	\$16.00	\$18.00	\$14.00
50 - 75	\$16.00	\$18.50	\$20.00	\$22.00	\$17.50
75 - 100	\$18.00	\$22.00	\$24.50	\$28.00	\$22.50

\* N-count of 40 blows or less, or Qu or Qp less than 4 tsf  
 \*\* N-count greater than 40 blows, or Qu or Qp greater than 4 tsf  
 Drilling with 12-1/4 " I.D. Auger will be quoted upon request.

Auger Drilling without sampling	\$9.00 Per Foot	Shelby Tubes, 3" diameter	\$40.00 Each
Rock Coring with Diamond Bit	\$75.00 Per Foot	DOT 55-Gallon Drums - Soil Cuttings	\$60.00 Each
Rock Boring with 3" Roller Bit	\$45.00 Per Foot	Drilling mud, as needed	\$3.00 Per Foot
Rock Coring & Boring Set-up Charge	\$350.00 Per Hole	Pavement Cold-Patch at boreholes	\$25.00 Per Hole

**LABORATORY TESTING**

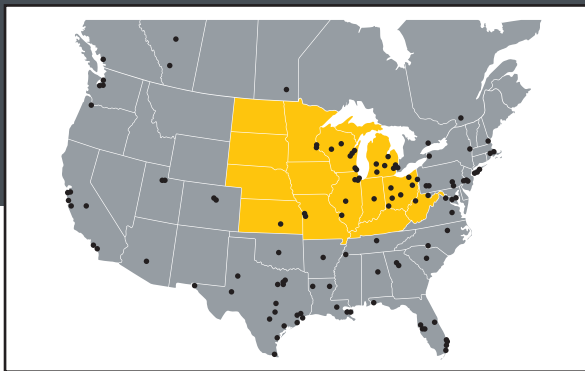
Visual Engineering Classification	\$4.00 Per Test	Unconfined compression tests,	
Hand Penetrometer Test	\$4.00 Per Test	remac	\$5.00 Per Test
Moisture Content Test	\$5.00 Per Test	without stress-strain curve	\$30.00 Per Test
Organic Content Test	\$35.00 Per Test	with stress-strain curve	\$45.00 Per Test
Density Determination with Moisture Content	\$30.00 Per Test	California Bearing Ratio (CBR)	\$250.00 Per Test
Atterberg Limits Determination	\$85.00 Per Test	Permeability, Rigid Wall	\$250.00 Per Test
Grain Size Analysis, Sieve	\$65.00 Per Test	Permeability, Flexible Wall	\$300.00 Per Test
Grain Size Analysis, Sieve & Hydrometer	\$95.00 Per Test	Shelby Tube sample preparation/remolding	\$40.00 Per Tube
Moisture Density Relationship			
Standard Method, ASTM D-698	\$150.00 Per Test		
Modified Method, ASTM D-1557	\$175.00 Per Test		

**REMARKS**

Charges for monitoring well installation, analytical testing services, and special equipment or sampling techniques not included herein, will be quoted upon request. Rental equipment & commercial transportation charges will be billed at cost plus 20%. A per diem charge of \$100.00/day per person will be billed as applicable. Invoices will be submitted monthly, with payment due within 30 days of invoice date. Interest will be added at a rate of 1½% per month of delinquency. Proposal estimates & verbal quotations will remain valid for 60 days, at which time they may be subject to change or withdrawal.

# BUILDING & CONSTRUCTION CENTRAL REGION

ASSURANCE, TESTING, INSPECTION, AND CERTIFICATION  
FOR THE BUILT ENVIRONMENT



Market Access. Risk Mitigation. Total Assurance.

Leverage the building, engineering, and construction market leader for all of your building product and construction and infrastructure projects. As the only firm with the ability to offer a full-suite of product-related testing and certification capabilities, and project-related assurance, testing, inspection, and consulting services, we bring customers a level of capabilities unparalleled in the industry. Intertek is your one solution for faster and more cost effective access to domestic and international markets.

### Services Throughout the Entire Project Lifecycle

Every project is unique, from its location to the regulatory code it must follow to the methods of construction it undergoes. With services that span the entirety of the construction lifecycle, Intertek is your partner from ground breaking to the demolition ball.



Global company. Local presence with over 100 offices and labs in North America.





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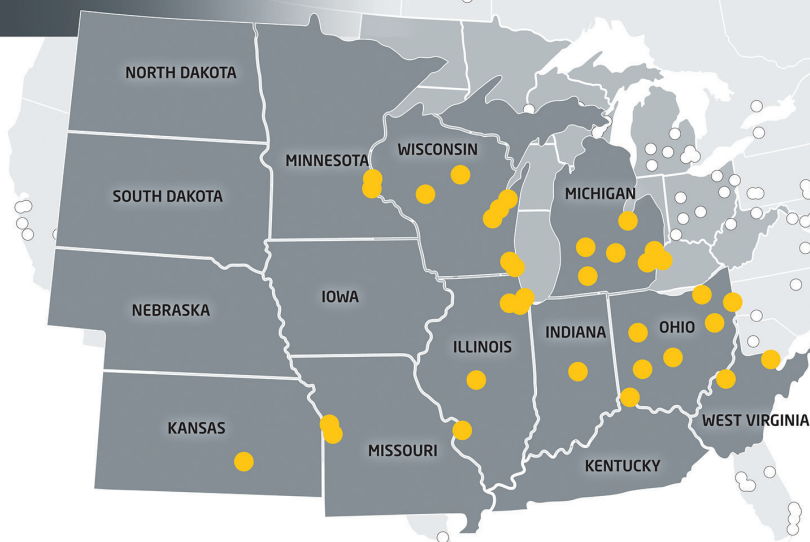
icenter@intertek.com



intertek.com/building



## Central



### Our services include:

**Building Science Solutions** - Assessing and identifying building system deficiencies and potential problems to assure minimized project risk.

**Construction Materials Testing & Engineering** - From on-site to in-lab testing of construction materials (concrete, soil, asphalt, etc.), we can ensure compliance and material quality.

**Environmental Services** - Assessing and providing solutions to a variety of regulatory (local or national) environmental needs.

**Field Testing & Mock Up** - Testing products and systems in the field or at our labs to ensure their performance before completing the construction project.

**Geotechnical Engineering** - Testing, sampling, analyzing, and consulting of a variety of subsurface materials to understand their interaction with the structure.

**Industrial Hygiene** - Surveying, assessing, and monitoring the indoor environment to mitigate associated human health issues.

**Non-Destructive Testing** - Leverage our expertise to evaluate a material without destroying its usefulness.

**Specialty Testing & Engineering** - Regardless of your material, testing, or need, we offer a range of specialty testing and engineering solutions.

### Built on legacy

Intertek's Building & Construction division stands on the shoulders of giants. Our history of innovation, growth, and expanded services comes from a legacy of leading industry organizations whose spirit and culture continue to drive our desire to serve our clients ever better.



Intertek



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Meeting Minutes  
Finance & Personnel Committee  
Wednesday – June 2, 2021 – 4:30 p.m. - Council Chambers and via zoom

Members present: Dorsey (Chair), Faucher (Vice Chair), Barrington, Roberts and Besaw.

Also present: Mayor Mark Herter (via zoom, in person 5:53), Alderman Billie Olsen, Alderman Bernie Ritchie, Alderman Fred Zaug, City Administrator Chad Hoerth, Finance Director Judy Radke, City Clerk Nicole Lemke (out 4:42), Library Director Ann Hunt (out 6:02), H/R and Payroll Coordinator Jill Maus (out 5:19), Recreation Superintendent Ginger Arndt, Museum Director, Christine Cross (out 6:01), Friends of the Library, Betty Roberts and Ginny Schlais (out 6:02). (9 voting)

1. The meeting was called to order by Chairman Dave Dorsey. Motion made by Barrington and seconded by Roberts to approve the agenda. Carried 9-0.
2. City Clerk Nicole Lemke walked the committee through the annual license renewal process. A motion was made by Barrington and seconded by Faucher to recommend to council approval of the Annual License List as presented, including those submitted up to the Council meeting next Tuesday, June 8th. Carried 9-0.
3. Ann Hunt presented the Library/Annex Operating Budget. As presented, the budget, with the addition of the Annex Library, would not increase the current operational budget. However, some of the line items that were presented still need additional research and clarification. The next step in the process is for the City to call a Committee of The Whole meeting to discuss optional funding sources that may be available to help support the library capital annex project.
4. City Administrator Chad Hoerth walked through the changes in the staff structure and job descriptions, allowing the City to move forward with the hiring process. After answering questions and listening to comments from the committee, the following motions were made:  
  
A motion was made by Besaw and seconded by Roberts to recommend to council approval of the Director of Parks and Recreation Job Description, with the addition of managing and processing special events applications. Carried 9-0.
5. A motion was made by Barrington and seconded by Roberts to recommend to council approval of the Director of Public Works Job Description. Carried 9-0.
6. A motion was made by Roberts and seconded by Faucher to recommend to council approval of the Aquatics Supervisor Job Description and assigning to Grade G. Carried 9-0.
7. A motion was made by Besaw and seconded by Faucher to recommend to council approval of the Recreation Supervisor Job Description and assigning to Grade G. Carried 9-0.

8. Finance Director Judy Radke led a discussion on the City of New London revenue sources available to the general fund. Discussed was the tax levy, shared revenue, general obligation debt, Wheel Tax, TID Districts, Transportation Utility Fee and Special assessments. There will be continued discussion at the next finance committee meeting.
9. Finance Director Radke reviewed the Monthly financial reports.
10. Finance Directors Report was discussed.
11. There being no public comment or further business, a motion was made by Barrington and seconded by Faucher to adjourn at 6:12 p.m. Carried 9-0. The next regularly scheduled finance committee meeting will be held in the Council Chambers on July 7th at 4:30 p.m.

Respectfully Submitted,  
Judy M Radke, Finance Director/Treasurer

# CITY OF NEW LONDON

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## Memorandum

TO: Finance & Personnel Committee  
FROM: Chad Hoerth, City Administrator  
RE: Job Description and reorganization review  
DATE: May 26<sup>th</sup>, 2021

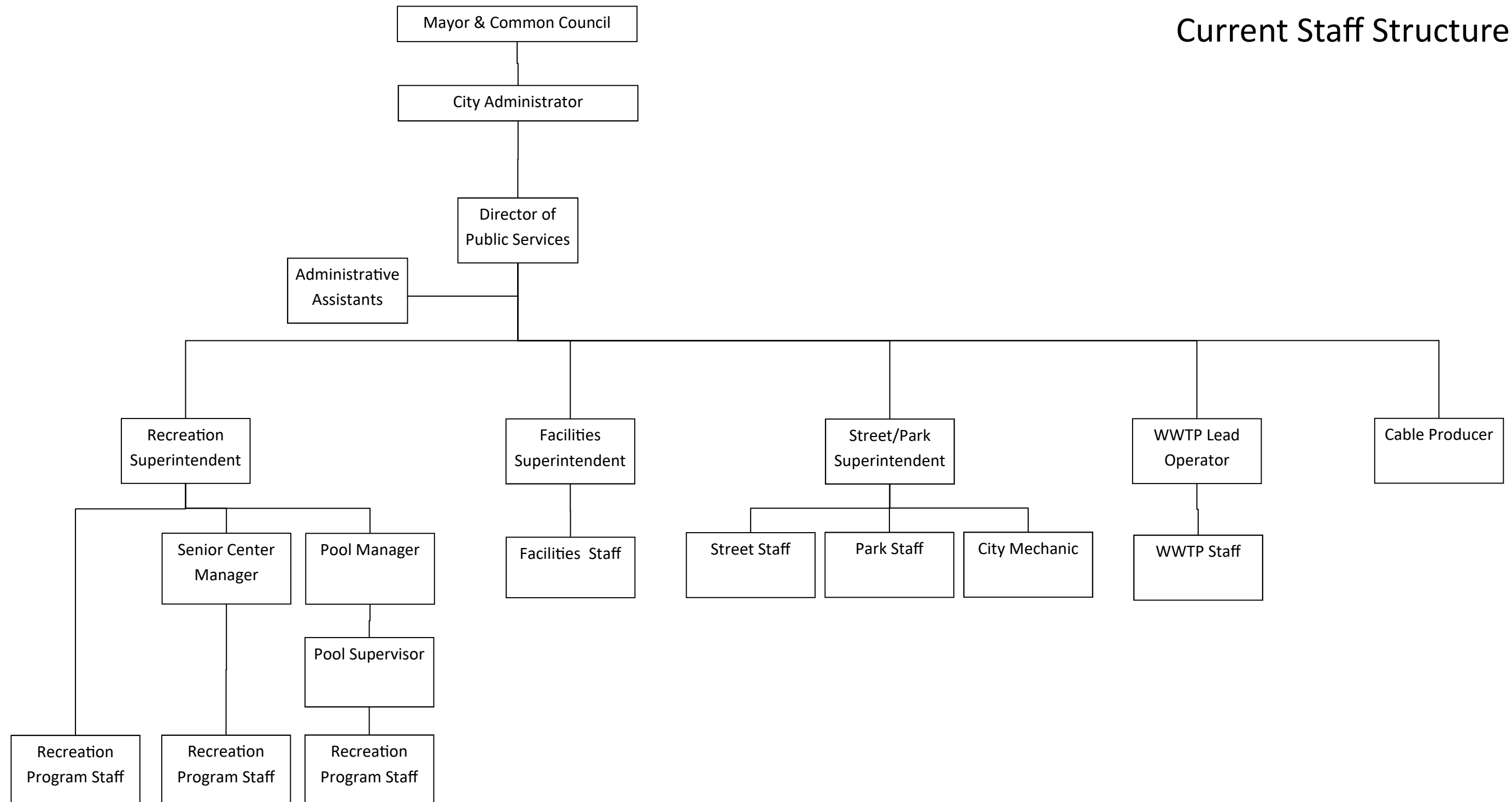
Included in your packet are 4 new draft job descriptions for consideration. Once again as a reminder, the purpose of this reorganization was to split the Director of Public Services position back into two separate positions...the Director of Public Works and Director of Parks and Recreation. You may recall that we don't have funding in the current budget to add another full time position in the city, so we had to get creative and come up with a way to reorganize a few other positions to make that happen, specifically we looked at the Recreation Superintendent position, the Pool Manager position and the Pool Supervisor position. Those three positions would be eliminated and reorganized into two positions: an Aquatics Supervisor and a Recreation Supervisor. This allows us the ability to add the second Director position. The attached organizational chart gives a visual picture of the reorganization.

Each of the draft documents come from previous position descriptions. We "red lined" the old position descriptions to give you an understanding of the proposed changes. A few things I'd like to point out in this reorganization:

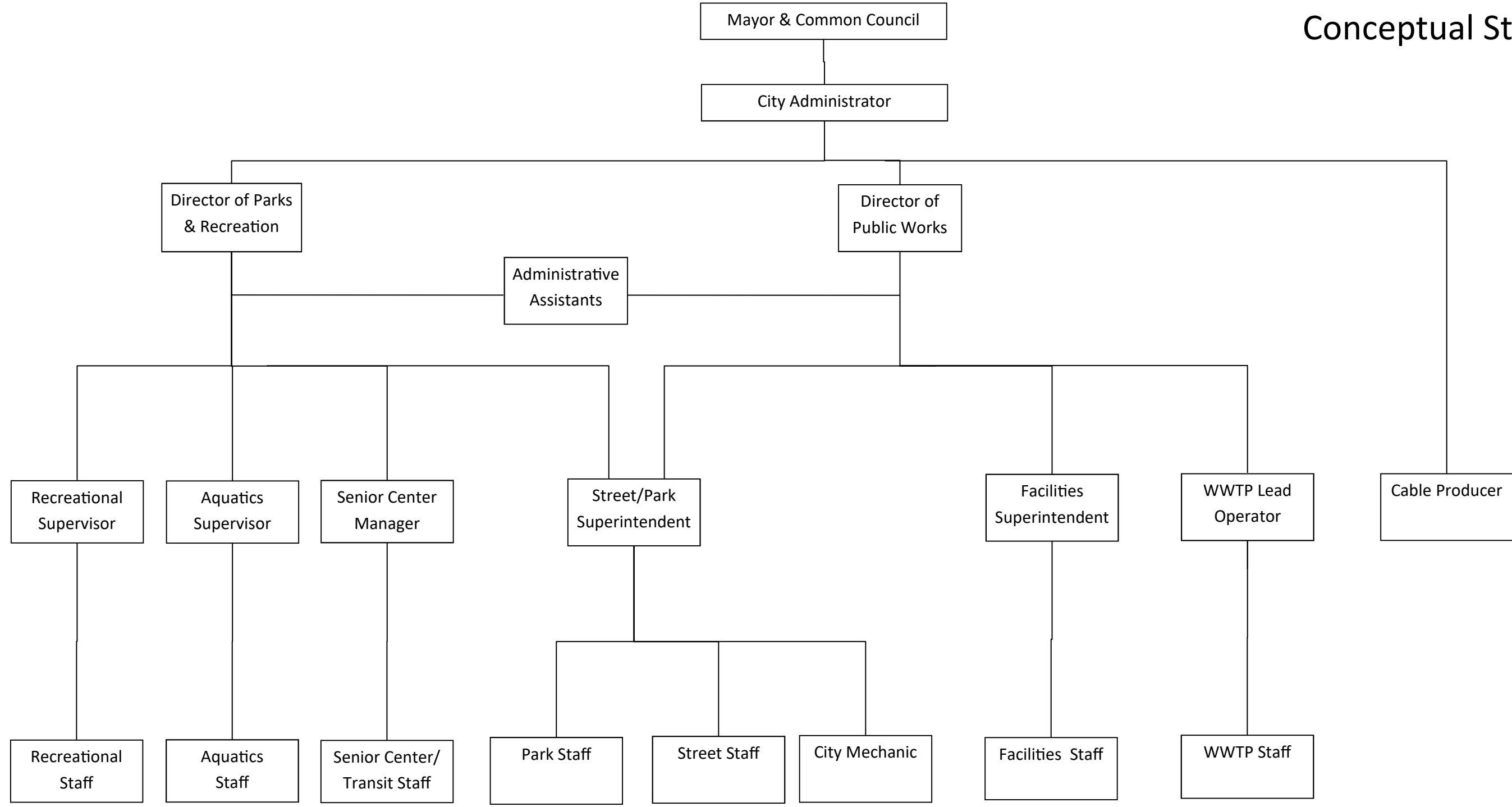
- The Facilities Division would move from the previous Director of Parks and Recreation and now report to the Director of Public Works (so ultimately we would be moving the Facilities Division from the Parks and Recreation Department into the Public Works Department).
- Due to the fact of splitting up the Director positions, the Administrative Assistants and the Street/Parks Superintendent will now be reporting to two supervisors (reference org chart).
- The Video/Cable producer will be removed from reporting to the previous Director of Parks and Recreation and organized to report to the City Administrator.
- In summary the current Pool Manager position is being reorganized as the "Aquatics Supervisor" and most of the "Recreation Superintendent" duties are being reorganized into the "Recreation Supervisor" position. In the past these two positions were very "related" but their position descriptions were very different. We're taking the opportunity now to make these two positions much more equal than they were in the past, just having a different focus (Recreation Programming and Aquatic Programming). These two positions are also now expected to back up each other when necessary.

Regarding the wage schedule, fortunately the Director of Parks and Recreation and Director of Public Works are currently spelled out in the city's existing Compensation Plan schedule (attached), grade "O" and "Q" respectively. The Aquatics Manager is classified in grade "G" however the old Recreation Coordinator position was in grade "I". Since the goal is to make the new Recreation Supervisor and Aquatics Supervisor equals, it only make sense that they be placed in the same grade. My proposal is to place both of these positions in grade "G" and then they can be reevaluated next year when we have our next planned employee compensation study.

# Current Staff Structure



# Conceptual Staff Structure



3.14 (5) NON- REPRESENTED EMPLOYEE COMPENSATION PLAN

- (E) **Salary Grade Adjustment.** A change in ranking of a particular position compared to all others due to an adjustment in responsibility, job content requirements or market factors.
- (F) Employee Compensation. Salary increases for all non-represented full-time, professional employees, will be distributed in accordance with the plan outlined.

Section 1. That §3.14(6) shall be amended to read as follows: [Amd. Ord.1342]

(6) Schedule of Pay Grades, Ranges and Position Classifications.

Established below are the Grades and Salary Ranges to be used in this Pay Plan. The following grades are hereby established with the positions (job titles) which shall correspond to said Grade.

GRADE	RANGE	ASSIGNED POSITIONS
A	\$25,751 – 33,114	Vacant Grade
B	\$27,810 – 35,756	Vacant Grade
C	\$30,035 – 38,605	Assist Aquatic Manager
D	\$32,428 – 41,704	Vacant Grade
E	\$34,133 – 43,868	Administrative Assistant for (Clerk/Treasurer/DPW/Parks/Rec/Facilities)  Library Assistant
F	\$36,671 – 47,154	NL Access Production Coordinator
G	\$40,061 – 51,501	Cemetery Superintendent HR/Payroll Coordinator Facilities Technician Parks Caretaker Police Dispatcher Aquatic Manager Equipment Operator
H	\$43,452 – 55,848	Mapping & Media Specialist Facilities Superintendent Adult Services Librarian Children’s Librarian Mechanic Lead Operator Operator – Advanced Operator – Basic
		<b>3-15</b>
		<b>11/2017</b>



I	\$46,821 – 60,216	Museum Director Recreation Coordinator
J	\$50,212 – 64,564	City Clerk
K	\$53,602 – 68,911	Vacant Grade
L	\$56,992 – 73,258 \$55,540 - \$71,391 [2017]	Street / Parks Superintendent Police Sergeant
M	\$60,362 – 77,626	Building Inspector / Zoning Police Captain
N	\$63,773 – 81,994	Vacant Grade
O	\$67,164 – 86,341	Library Director Director of Parks/Recreation/Facilities
P	\$70,554 – 90,709	Vacant Grade
Q	\$75,629 – 97,220	Finance Director Police Chief Director of Public Works
R	\$82,389 – 105,935	Vacant Grade
S	\$89,170 – 114,629	City Administrator

Section 2. That §3.14(7)(A) is hereby amended to read as follows:

7(A) The Schedule of Pay Grades establishes in (6) above shall be separated into Grades A-S.

Section 3. This ordinance takes effect January 1, 2018.

## CITY OF NEW LONDON JOB DESCRIPTION

**Position Title:** Director of Public Works

**Purpose of Position:** This is advanced administrative and managerial work involving planning, implementing and directing a comprehensive public works and engineering program that will insure sound planning, construction, maintenance, facility management and service to the public consistent with City Council policy, and within the Federal and State regulations.

**Normal Probationary Period:** 6 months

**Note:** This position is not included in a labor (Union) contract.  
This position is exempt from FLSA overtime requirements

**This Position Reports to:** City Administrator

**Supervisory Responsibilities of Position:** All members of the Public Works Department (Street, WWTP and Facility Divisions)

### Essential Duties and Responsibilities:

- Perform all administrative work necessary for all municipal public works projects and improvements
- Research, prepare and conduct bid openings
- Ensure all DPW-hired contractors are fulfilling obligations
- Arrange for technical information to be furnished on any city project to mayor, city administrator, common council and other boards and commissions, when requested
- Ensure compliance with all federal, state and local laws, rules, etc., for every project under direct supervision in Department of Public Works
- Manage the street, ~~and~~ wastewater and facility divisions
- Represent all departmental requests to City Council and City Administrator
- Ensure directives of city council and city administrator are carried out
- Prepare department budget
- Prepare long-term capital projects list and update yearly
- Coordinate installation of all public and private utility systems with the various departments of the city
- Work with the Chairman of the Board of Public Works on setting the agenda for board meetings
- Direct personnel to take training deemed appropriate to their duties and responsibilities
- Supervise and evaluate department employees

- Interview prospective employees and make recommendations for hire to the City Administrator
- Provide policy interpretations when required
- Provide input and information related to any grievance filed by department personnel against the city
- Provide direction for Street and Park Superintendent and WWTP Lead Operator
- Apply for necessary permits required from the DNR and DOT
- Communicate with co-workers, Common Council, Board of Public Works, citizens, and other government agencies, etc.
- Coordinate all communications for department with citizens, contractors, vendors, elected officials, etc.
- Receive complaints and problems from the public and ascertain that they are resolved
- Maintain certain departmental records
- Process all departmental requisitions, purchase orders and invoices
- Prepare and coordinate assessment rosters for all public works projects
- Process service charge invoices for said projects
- Provide reception for all people visiting the department
- Answer phone calls
- Generate departmental correspondence and reports being sent to various sources such as citizens, contractors, vendors, other governmental agencies, etc.
- Prepare and distribute agendas and related documentation for Board of Public Works meetings
- Perform follow-up administrative tasks related to said meetings as appropriate
- Coordinate projects, planning shared resources with New London Utilities

### **Other Duties and Responsibilities:**

- Participate in seminars and meetings
- ~~Recommend raises for non-union Department personnel~~
- Seek, apply and administer facility, street, sewer and wastewater grant funds
- Select and recommend consultants for public works activities when necessary
- Approve use of department aid to other departments
- Miscellaneous duties as may be directed by Common Council, Board of Public Works, or City Administrator
- Participate in seminars and meetings
- Act as contact for street personnel during workday through operation of radio communications system
- Attend Board of Public Works meetings and other committee/commission meetings as needed
- Direct problems for resolution to the appropriate superintendent
- Direct office assistants in the performance of their duties-
- Other duties as assigned by City Administrator

## Knowledge, Skills and Abilities Expected:

- Responsible for the oversight and of maintenance, planning and risk management/loss prevention for municipally owned facilities and properties, work; work together with building managers or department heads located in said facilities regarding their facility operational needs
- Knowledge of the technical aspects of the various programs associated with the department.
- Knowledge of construction and maintenance methods, materials, and equipment as employed in public works/utilities activities.
- Knowledge of the principles and practices of municipal public works engineering.
- Knowledge of public works administrative practices and procedures and of public works management.
- Knowledge of public works project planning, development and construction.
- Ability to communicate effectively both orally and in writing.
- Ability to operate a personal computer with the software and programs necessary to perform the work of the department.
- Ability to direct the work of several departments in an effective and efficient manner.
- Ability to plan, organize, direct, coordinate, and evaluate work of employees completing programs of the department.
- Ability to be resourceful and analyze and recommend solutions to complex public works and utility problems.
- Ability to make sound decisions.
- Ability to conduct studies, write in-depth reports, and translate highly technical information into layman's terms.
- ~~Ability to establish and maintain~~ satisfactory-excellent working relationships with co-workers, city employees and the general public.

## Requirements:

- ~~Requires a Preferred:~~ Bachelor of Science Degree in Business, Public Administration, ~~or~~ Engineering or related field
- Preferred: An education or practical experience in civil engineering
- More than ten years' experience in public works administration or a combination of educational, practical and managment related experiences
- Valid ~~Wisconsin~~ driver's license with a good driving record no limitations

## Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed mostly in an office setting; hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job, the employee frequently is required to stand and talk or hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell. The employee must occasionally lift and/or move more than 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. While performing the duties of this job, the employee may work in outside weather conditions. The employee occasionally works near moving mechanical parts; in precarious places; and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, and vibration.

The employee must be available and present for work as scheduled. The employee must perform all functions of the job safely and efficiently at all times in compliance with all safety regulations and policies for the safety and welfare of the employee, co-workers, and the public.

**Job Analysis Last Completed:** ~~July, 2013~~ September, 2013  
**Job Description Revised:** ~~September, 2013~~ June, 2021  
**Revised By:** ~~Voorhees Associates, LLC~~ City Administrator Chad Hoerth, with internal staff review

## CITY OF NEW LONDON JOB DESCRIPTION

**Position title:** Director of Parks and Recreation

**Purpose of position:** Manage and supervise all aspects of a Park and Recreation Department, including the management of full and part-time employees in the areas of Recreation, Parks, Urban Forestry, ~~Building and Grounds (facilities)~~, Aquatics, ~~Cable Production~~ and Senior Services.

**Normal probationary period:** 6 months

**Note:** This position is not included in a labor (Union) contract.  
This position is exempt from FLSA overtime requirements

**This position reports to:** City Administrator

**Supervisory responsibilities of position:** All members of the Parks and Recreation Department

### Essential Duties and Responsibilities:

- Review and respond to mail, electronic communications, phone calls, personal visits, and media relations
- Represent the department as the main liaison to city committees, city council, outside organizations and the general public
- Prepare policies, documents, reports, agendas, minutes and correspondence for the department
- Attend required meetings and training sessions
- Perform personnel management, including employee recruitment, testing, evaluation, hiring orientation, coaching, maintenance of personnel and medical records files, investigation of allegations, contract negotiation, grievance process, discipline and termination
- Preparation of the Park and Recreation's budget, including capital needs planning, strategic planning, event planning, data analysis and comprehensive planning
- Oversee maintenance and programming of park lands, aquatics center, and cable recreational programming
- Work with Director of Public Works for oversight and Oversee maintenance, planning and risk management/loss prevention for municipally owned recreational facilities and properties
- Manage and process special event applications
- Responsible for the city's urban forestry program

## Other Duties and Responsibilities:

- Coordinate activities with other city departments and service clubs
- Perform public relations duties by giving informational presentations of Departmental programs to schools and the public
- Other duties as assigned by City Administrator

## Knowledge, Skills and Abilities Expected:

- Knowledge of the philosophy and objectives of organized recreation.
- Knowledge of the principles and practices of various recreation specialties.
- Knowledge of the principles and methods of recreation program planning, development and scheduling.
- Exceptional communication skills.
- Skill in grant and report writing.
- Skill in using computers and Microsoft Office Suite.
- Skill in using office equipment such as copy machine, calculator, fax machine, telephone, and cell phone.
- Ability to establish and maintain ~~satisfactory~~ excellent working relationships with co-workers, City employees and the general public.

## Requirements:

- ~~Requires a Preferred:~~ Bachelor of Science degree in Recreation Administration or related field
- Seven to ten years' experience in organized recreation programs, preferably one with an aquatic center with experience supervising employees, special programs, facility management, strategic planning and budgeting and risk management/loss prevention; training in CPR and First Aid or a combination of educational, practical and management related experiences
- Valid ~~Wisconsin~~ driver's license with ~~a good driving record~~ no limitations

## Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed in both an outdoor and an office setting; hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job, the employee frequently is required to stand and talk or hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms. The employee is occasionally required to walk; sit; climb

or balance; stoop, kneel, crouch, or crawl; and smell. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. While performing the duties of this job, the employee occasionally works outdoors in all weather conditions.

The employee must be available and present for work as scheduled. The employee must perform all functions of the job safely and efficiently at all times in compliance with all safety regulations and policies for the safety and welfare of the employee, co-workers, and the public.

**Job Analysis Last Completed:** ~~July, 2013~~ September, 2013  
**Job Description Revised:** ~~September, 2013~~ June, 2021  
**Revised By:** ~~Voorhees Associates, LLC~~ City Administrator Chad Hoerth, with internal staff review



## CITY OF NEW LONDON JOB DESCRIPTION

**Position Title:** Recreation ~~Coordinator~~Supervisor

**Purpose of Position:** Performs the planning, coordination and supervision of the recreation and aquatics programs, events and activities for the City, including the planning, scheduling and implementing of recreational activities. Recruits, coordinates and supervises the activities of part time and seasonal staff; prepares program budgets and monitors expenditures. ~~administers the rental, scheduling, use and maintenance of recreation facilities.~~

**Normal Probationary Period:**6 months

**Note:** This position is not included in a labor (Union) contract.  
This position is not exempt from FLSA overtime requirements

**This Position Reports to:** Director of Parks and Recreation

**Supervisory Responsibilities of Position:** Part time and seasonal ~~workers~~staff for recreation programs, fitness classes and leagues.

### Essential Duties and Responsibilities:

- Serve as lead contact in the absence of the ~~Director of Parks and Recreation~~Aquatics Manager
- Responsible for the planning, coordinating and supervising of a variety of recreational activities for the youth, teens and adults for the City of New London and surrounding areas.
- Assist the Aquatics Manager in supervising staff.
- Provide reception and perform daily customer service procedures including program registration, facility rentals and membership management.
- ~~Responsible for the planning, coordinating and supervising of a variety of recreation activities for the youth, teens and adults for the City of New London and surrounding areas~~
- Communicate and address any questions, complaints, or comments from the public regarding recreational activities.
- Recruit, hire, train, supervise and evaluate part-time and seasonal staff for recreation programs, fitness classes and leagues.
- Communicate internally within the ~~Department~~department regarding program operations, facility maintenance and scheduling.
- Responsible for league scheduling, updating and posting of standings.
- Responsible for registration of programs, enforcing fees and policies.
- Assist in the facility shelter and park reservation program.
- ~~Develop, write, and prepare~~Prepare recreation portion of the seasonal activity guides, informationalal flyers, program brochures and press releases regarding recreation programming.
- ~~Responsible for the safekeeping, accounting for and depositing of all revenue received at the office~~

- Develop, manage and operate within a budget for each program
- Establish and maintain records of attendance, purchases, revenues collected, etc., and develops fiscal reports
- Responsible for planning and implementing City-wide special events
- Seek alternative revenue sources and/or methods of providing services
- Evaluate trends, improvements, operations and specific needs to expand participation and opportunities
- Coordinate activities and facility usage with service organizations, sports associations and [School District of New London schools](#)
- Responsible for ensuring a safe environment for all employees and participants
- Prepare payroll for part time and seasonal [staff staff for recreation programs, fitness classes and leagues](#)
- Substitute as program [or swim](#) instructor, [lifeguard](#), referee, official or umpire as needed

#### **Other Duties and Responsibilities:**

- Purchase, request, maintain and disseminate equipment to [recreational](#) facilities and staff-
- Attend meetings, seminars and training sessions as required and requested, including local sports associations and organizations-
- Assist in monthly Common Council television broadcast; run a camera as an extra hand ~~in the~~ [Department for the Cable Producer-](#)
- Assist with the operations of the local public access channel as needed-
- Miscellaneous duties and assignments as identified by the Director of Parks and Recreation.

#### **Knowledge, Skills and Abilities Expected:**

- Knowledge of the principles and techniques of directing group, social and recreational activities
- Knowledge of the principles and practices of managing recreational programs for community parks, community centers, aquatic centers and/or athletic facilities
- [Knowledge of recreation site management, including operations and maintenance](#)
- [Exceptional communication skills](#)
- [Ability to supervise employees](#)
- Skill in coordinating and scheduling programs, events and activities
- Skill in working with computers and office equipment
- Ability to work with limited supervision
- Ability to maintain a flexible schedule for meetings or programming that may include evenings and weekends
- Ability to establish and maintain [satisfactory-excellent](#) working relationships with co-workers, City employees and the general public

#### **Requirements:**

- [Preferred: Requires a](#) Bachelor of Science Degree in Recreation [Management](#), Parks ~~and &~~ Leisure Studies or related field, from an accredited institution
- One to three years' supervisory experience in a similar field

- American Red Cross Lifeguard (or obtained within 3 months)
- American Red Cross CPR (or obtained within 3 months)
- American Red Cross First Aid Certification (or obtained within 3 months)
  - ~~The following Red Cross Certifications are required: First Aid, C.P.R.; National Parks and Recreation Association Certification as a Certified Parks and Recreation Profession desired~~
  - Valid driver's license with no ~~limitations restrictions~~ Valid Wisconsin driver's license with a good driving record

### **Work Environment:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed both an office and outdoor setting during the summer. While performing the duties of this job, the employee frequently is required to stand and talk or hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell. The employee must occasionally lift and/or move more than 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. While performing the duties of this job, the employee works in outside weather conditions. The employee has moderate exposure to heat, humidity, and noise.

The employee must be available and present for work as scheduled. The employee must perform all functions of the job safely and efficiently at all times in compliance with all safety regulations and policies for the safety and welfare of the employee, co-workers, and the public.

**Job Analysis Last Completed:** ~~July, 2013~~

**Job Description Revised:** ~~September, 2013~~

**Revised By:** ~~Voorhees Associates, LLC~~

## CITY OF NEW LONDON JOB DESCRIPTION

**Position Title:** Aquatics ~~Manager~~Supervisor

**Purpose of Position:** To provide staff with the skills and knowledge necessary to keep patrons safe in and around the water. ~~To plan, organize, develop, promote and oversee aquatic education and recreational programs and activities for youths and adults.~~This position is responsible for the management and day to day operation of the Aquatic and Fitness Center including scheduling and implementing American Red Cross Swimming Lessons. The Aquatics Manager will train all facility staff in American Red Cross Lifeguarding, CPR and First Aid Training and Water Safety Instruction.

**Normal Probationary Period:**6 months

**Note:** This position is not included in a labor (Union) contract.  
This position is not exempt from FLSA overtime requirements

**This Position Reports to:** ~~Recreation Superintendent~~Parks and Recreation Director

**Supervisory Responsibilities of Position:** ~~Aquatic Staff~~Lifeguards and Water Safety Instructors.

### Essential Duties and Responsibilities:

- Serve as lead contact in the absence of the Recreation Supervisor
- Certify staff in Pro-CRP/AED, Lifeguard and other required certifications
- ~~Ensure that the safety of the facility is being met for staff and patrons~~Ensure that the facility and all equipment is clean and in safe condition for patrons and staff.
- Prepare staff schedules, lesson registration, assign instructors and organize classes
- Recruit, hire, train, supervise and evaluate part-time and seasonal Lifeguards and Water Safety Instructors.
- ~~Responsible for scheduling, hiring, discipline and termination of Aquatic staff~~Prepare recreation portion of the season activity guides, informational flyers, program brochures and press releases regarding facility rentals, amenities and the Learn to Swim Program.
- Investigate accident and incident reports
- ~~Organize and complete staff training~~
- Assist the Director of Parks and Recreation and the Facilities Superintendent in developing, managing and operating within a budget for facility
- Check chemicals and record readings, adjusting chemicals as needed under the direction from the Facility Superintendent
- Generate end of the month reports such as deposits and attendance
- Responsible for timecards and submitting pay increases
- ~~Develop and implement new programs, features or cost saving ideas~~

- Coordinate daily safety checks, pool inspections and facility cleaning
- Prepare and submit records for [membership](#) insurance reimbursements
- Lifeguard and teach swimming lessons when necessary
- Perform lifesaving techniques – supporting victim and removing from pool

**Other Duties and Responsibilities:**

- [Purchase, request, maintain and disseminate equipment for facility and Aquatics Staff](#)
- Review and respond to mail, electronic communications, phone calls, and personal visits
- Prepare policies, documents, reports and correspondence for the Department
- Attend required meetings, training and in-service training sessions
- [Miscellaneous duties and assignments as identified by the Director of Parks and Recreation. ~~Perform other duties as assigned by Supervisor~~](#)

**Knowledge, Skills and Abilities Expected:**

- Knowledge [and skills](#) of ~~First Aid, Patient Transport Apparatus and AED Equipment, the American Red Cross Lifeguard, Lifeguard Instructor and Water Safety Instructor programs~~
- Knowledge of [lifeguarding, WSI](#), City and State information and codes-
- Knowledge of the practices, methods, equipment, tools, and materials used in pool and water operations-
- ~~Knowledge of the principles and methods of training and instruction for water safety.~~
- Knowledge of recreational pool equipment and facilities-
- ~~Knowledge of aquatic based exercise classes.~~
- Exceptional communication skills-
- [Ability to supervise employees](#)
- [Skill in working with computers and office equipment](#)
- [Ability to work with limited supervision](#)
- [Ability to maintain a flexible schedule for meetings or programming that may include evenings and weekends-](#)
- ~~Ability to plan, organize and implement aquatic and special event programs.~~
- ~~Ability to swim with proficiency at a level to pass lifeguarding test.~~
- Ability to establish and maintain [excellent satisfactory](#) working relationships with co-workers, City employees and the general public.

**Requirements:**

- ~~Requires High School Diploma or equivalent~~
- [Preferred: Bachelor of Science Degree in Recreation Management, Parks & Leisure Studies or related field, from an accredited institution](#)
- ~~AND 1-3~~ [One to three](#) years' supervisory experience in an aquatic facility setting (experience as a Lifeguarding Instructor, Water Safety Instructor Trainer, and/or Community First Aid and CPR Instructor desirable) OR 5 years of experience in performing required responsibilities in aquatics field.

- Be able to acquire a Certified Pool Operator (CPO) or Aquatic Facility Operator (AFO) Certificate within 1 year of service.
- The following American Red Cross Certifications are required or preferred:
  - Required to obtain within the first year of service: ~~First Aid, C.P.R. with AED, Lifeguard~~Lifeguard, CPR and First Aid Certification
  - Required to obtain within the second year of service: Water Safety Instructor (WSI), Lifeguard Instructor
  - Preferred to obtain within 5 years of service: Water Safety Instructor Trainer
- Valid ~~Wisconsin~~ driver's license with no ~~limitations~~restrictions.

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**Work Environment:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed in both an office and aquatic setting. While performing the duties of this job, the employee frequently is required to stand and talk or hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell. The employee must occasionally lift and/or move more than 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. While performing the duties of this job, the employee works in an aquatic setting. The employee has moderate exposure to heat, humidity, noise, chemicals (~~chlorine~~), mechanical hazards, and electrical hazards.

The employee must be available and present for work as scheduled. The employee must perform all functions of the job safely and efficiently at all times in compliance with all safety regulations and policies for the safety and welfare of the employee, co-workers, and the public.

**Job Analysis Last Completed:** ~~July, 2013~~

**Job Description Revised:** ~~May 2018~~

**Revised By:** ~~Director of Public Services~~

## NOTICE OF LICENSE APPLICATIONS

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**SOLICITOR'S LICENSES:**

ROBERT SCHUMACHER OF HILLBILLY BOBS BARBQ  
LEONARD DAWSON OF SMOKEHOUND BBQ, LLC

**BARTENDER'S LICENSES:**

ROBERT R. MCARTHUR JR.	BREE'S INN LLC
JAYNE E. WHITE	BREE'S INN LLC
JAMIE JONES	BREE'S INN LLC
PAULA OWEN	BREE'S INN LLC
WILLIAM POWELL	BREE'S INN LLC
MICHAEL SCHWARTZ	BREE'S INN LLC
MERCEDE T. WOLFGRAM	C & R WATERFRONT
SCOTT PUFFE	C&R WATERFRONT
SAMANTHA MISHLER	C&R WATERFRONT
CHELSEA REYNOLDS	CRUZ IN
MICHAEL SAMSON	CRUZ IN
KAITLYN J. DEMUNCK	CRYSTAL FALLS
NICKI J. LATHROP	CRYSTAL FALLS
SYDNI E. WILLIAMS	CRYSTAL FALLS
DESTINY MOELLER	DOLLAR GENERAL
REBECCA CARTER	DOLLAR GENERAL
ADAM NETT	DOLLAR GENERAL
DENNIS L. KOLBE	FESTIVAL FOODS
EMMA NICHOLS	FESTIVAL FOODS
KIM M. WEBER	FESTIVAL FOODS
LAWRENCE T. SIMONS	FESTIVAL FOODS
MARLANA CASE	FESTIVAL FOODS
MCKENNA ST CLAIR	FESTIVAL FOODS
MELANIE POPP	FESTIVAL FOODS
MICHAEL J. BELLIN	FESTIVAL FOODS
PAULA K. SCHENDEL	FESTIVAL FOODS
REBECCA FLETCHER	FESTIVAL FOODS
RYLIE MEYER	FESTIVAL FOODS
SARAH H. QUAINANCE	FESTIVAL FOODS
CARSON BOHN	JEANNE ROSE SPORTS BAR
DANIELLE JMEL	JEANNE ROSE SPORTS BAR
EDWARD HARTMAN	JEANNE ROSE SPORTS BAR
GEORGE CORTEZ	JEANNE ROSE SPORTS BAR
JASON JACOBSON	JEANNE ROSE SPORTS BAR
JULIE BOHN	JEANNE ROSE SPORTS BAR
RACHEL RATLIFF	JEANNE ROSE SPORTS BAR
NOREEN J. SCRUTON	JOHN'S BAR
PHYLLIS DURIG	JOHN'S BAR
MACKENZIE L. FIEBER	JOLLY ROGER'S
REID FIEBER	JOLLY ROGER'S
DEVIN SEAHOLM	JOLLY ROGER'S
JOSEPH PETERS	KNIGHTS OF COLUMBUS
ALYSSA PAULSEN	KWIK TRIP NORTH
ASHLEY STRUCK	KWIK TRIP NORTH
AUSTIN WALTERS	KWIK TRIP NORTH
CHRISTOPHER BERBERICH	KWIK TRIP NORTH
CYNTHIA GOETZ	KWIK TRIP NORTH
ERIN SCHUNKE	KWIK TRIP NORTH
HEATHER LILLA	KWIK TRIP NORTH
JESSICA DUCH	KWIK TRIP NORTH
JOANN DANKE	KWIK TRIP NORTH
JOSEPHINE CLAUSSEN	KWIK TRIP NORTH
KARLA J. WALBRUCK	KWIK TRIP NORTH
KIRSTEN GRAUMANN	KWIK TRIP NORTH

## NOTICE OF LICENSE APPLICATIONS

<b>BARTENDER'S LICENSES</b>	<b>(CONT'D):</b>
LEA S. MYERS	KWIK TRIP NORTH
LISA K. SCHWARTZ	KWIK TRIP NORTH
MARY BURDICK	KWIK TRIP NORTH
NATIYA VARGAS	KWIK TRIP NORTH
PENNY HAST	KWIK TRIP NORTH
SANDRA RENNER	KWIK TRIP NORTH
TAYLOR BERNARD	KWIK TRIP NORTH
ALEAHA H HAESE	KWIK TRIP SOUTH
ALEXIS PALACIOS	KWIK TRIP SOUTH
AMANDA SCHULKE	KWIK TRIP SOUTH
AMBER J. RETTLER	KWIK TRIP SOUTH
LEANNE J. ERNST	KWIK TRIP SOUTH
MARY J. KLOC	KWIK TRIP SOUTH
NATHAN R REESMAN	KWIK TRIP SOUTH
PAMELA GIESEN	KWIK TRIP SOUTH
RENEE HUZZAR	KWIK TRIP SOUTH
STACEY L. HILL	KWIK TRIP SOUTH
YVETTE STILEN	KWIK TRIP SOUTH
ZACHARY NEISIUS	KWIK TRIP SOUTH
MARIA DE FLORES	LA CONSTENITA VERACRUZANA
KIM A. BROWN	MARLY'S
JODI FIANE	NLGYSA
JAMES JONES	NLGYSA
KASEY KAPERNICK	NLGYSA
MORGAN KELLEY	NLGYSA
BILLIE OLSON	NLGYSA
JENNIFER RUFENCACHT	NLGYSA
ANN SCHMIDT	NLGYSA
KERRI TENNIE	NLGYSA
CHASE THYSSEN	NLGYSA
KRYSTAL THYSSEN	NLGYSA
JAMES P THORPE	NEW LONDON CLIPPERS
CASEY HOFHERR	NEW LONDON CLIPPERS
KARI SCHROEDER	NEW LONDON LANES/ HILBY'S RESTAURANT
ROBIN LOCY	NEW LONDON LANES/ HILBY'S RESTAURANT
ADRIENNE HILBERT	NEW LONDON LANES/ HILBY'S RESTAURANT
JOSHUA MEYER	NEW LONDON LANES/ HILBY'S RESTAURANT
AMBER RAMOS	NEW LONDON FAMILY DINER
WILLIAM P. GUSTIN	NEW LONDON TRAVEL PLAZA
SAMANTHA M. WARREN	NEW LONDON TRAVEL PLAZA
JOYCE M. SPETH	NEW LONDON TRAVEL PLAZA
CHANTEA BRADDOCK	NEW LONDON TRAVEL PLAZA
ANGELA KNAPP	NEW LONDON TRAVEL PLAZA
ALLEIONNA YOUNG	NEW LONDON TRAVEL PLAZA
LAURIE BERG	NL LIONS CLUB
MONTE BERG	NL LIONS CLUB
RANDOLPH CLEVELAND	NL LIONS CLUB
THOMAS SCHMUDE	NL LIONS CLUB
TRAVIS KLOEHN	NL LIONS CLUB
WILLIAM KREJCAREK	NL LIONS CLUB
KEITH RICE	NL YOUTH BASEBALL
DALE STERN	NL YOUTH BASEBALL
TROY HERTER	NL YOUTH BASEBALL
EMILY ANN LORGE	RAMA'S MOBIL
RICHARD EHM	RAMA'S MOBIL
RITA PAUDEL	RIVERSIDE MINI MART
ELLIS WANGELIN	RIVERSIDE MINI MART



## NOTICE OF LICENSE APPLICATIONS

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### **BARTENDER'S LICENSES** (CONT'D):

MIGUEL A. HERNANDEZ	TEQUILAS DE MEXICO
MIGUEL HERNANDEZ	TEQUILAS DE MEXICO
BRYANT HOHEISEL	THE WATERS SUPPER CLUB
RACHEAL A. HUEBNER	THE WATERS SUPPER CLUB
ROBIN L WILSON	THE WATERS SUPPER CLUB
ALEXIS BRICKNAM	THE WATERS SUPPER CLUB
KIMBERLY RICHARDS	THE WATERS SUPPER CLUB
GERI L GUYETTE	ULTIMATE SPORTS COMPLEX
REITA PAULSON	WALGREENS
MELINDA GIESEN	WALGREENS
JENNIFER ANDERSON	WALGREENS
JENNIFER WODUSHEK	WALGREENS
SONIA E. VERRETT	WALGREENS
ASHLEY FERG	WALMART
JUNE A. BUSH	WALMART
JULIE A. MALOUF	WALMART
BRYAN NICOLAUS	WALMART
NANCY A. ROEHL	WALMART
PATRICK BORK	WALMART
SHERRY NELSON	WALMART
DEBORAH MARTIN	WOLF RIVER THEATRICAL



## **NOTICE OF LICENSE APPLICATIONS**

### **COMBINATION CLASS B LICENSES:**

BREE'S INN LLC D/B/A BREE'S INN AT 323 S. PEARL STREET – AGENT/OWNER: WILLIAM M. BREE  
C & R WATERFRONT D/B/A C & R WATERFRONT AT 408 W. N. WATER STREET– AGENT/OWNER: CHONG S. HANAMANN  
COPPERSHOT D/B/A COPPER SHOT AT 318 W. N. WATER STREET – AGENT/OWNER: DANIEL VAN EPPS  
CRUZ INN INC. AT 309 S PEARL ST– AGENT/OWNER: TAMARAH JAHNKE  
CRYSTAL FALLS, INC D/B/A CRYSTAL FALLS AT 1500 HANDSCHKE DRIVE– AGENT/OWNER: BAILEY KARGUS  
EASY STREET BAR AT 519 W. N. WATER STREET – AGENT/OWNER: MICHAEL W. RICE  
JEANNE ROSE SPORTS BAR LLC D/B/A JEANNE ROSE SPORTS BAR AT 306 W NORTH WATER ST– AGENT/OWNER: LARHONDA JACOBSON  
JOHN'S BAR D/B/A JOHN'S BAR AT 211 S. PEARL STREET– AGENT/OWNER: MARK J. LOCY  
JOLLY ROGER'S PIZZERIA LLC D/B/A JOLLY ROGER'S PIZZERIA AT 220 W. N. WATER STREET – AGENT/OWNER: ROBERT F. LEAHY  
MARLY'S RESTAURANT, INC. D/B/A MARLY'S RESTAURANT AT 520 S. PEARL STREET – AGENT/OWNER: GREGORY S. BROWN  
NEW LONDON FAMILY DINER D/B/A NEW LONDON FAMILY DINER AT 1601 SHAWANO ST – OWNER: VILIULFO BENITEZ  
NEW LONDON LANES, INC. D/B/A NEW LONDON LANES/HILBY'S RESTAURANT AT 106 E. WOLF RIVER AVE. – AGENT/OWNER: TERRY D. HILBERT  
TEQUILAS DE MEXICO, LLC D/B/A TEQUILAS DE MEXICO AT 208 W. N. WATER STREET – AGENT/OWNER: MIGUEL A. HERNANDEZ  
THE WATER'S SUPPER CLUB AND LOUNGE, INC. D/B/A WATER'S SUPPER CLUB & LOUNGE AT 815 W. WOLF RIVER AVE. – AGENT/OWNER: PATRICK WILLIAMS  
ULTIMATE SPORTS COMPLEX, LLC D/B/A ULTIMATE SPORTS COMPLEX AT 865 SURPRISE ENDING – AGENT/OWNER: ROBERT L. GUYETTE

### **COMBINATION CLASS A LICENSES:**

CHANGE UP, LLC D/B/A THE BOTTLE SHOP AT 303 S. SHAWANO STREET – AGENT/OWNER: KATHERINE J. THURK  
COPPERSMITH FOODS, INC. D/B/A FESTIVAL FOODS AT 308 N. SHAWANO STREET – AGENT/OWNER: MICHAEL COPPERSMITH  
DOLGENCORP, LLC D/B/A DOLLAR GENERAL STORE #6639 AT 801 N. SHAWANO ST. – AGENT/OWNER: JOHN GREENE  
TOM & DORIE'S BOTTLE SHOP, INC. D/B/A TOM & DORIE'S BOTTLE SHOP AT 303 S. SHAWANO STREET – AGENT/OWNER: THOMAS C. HUSS  
WALGREEN CO. D/B/A WALGREENS #11301 AT 981 N. SHAWANO STREET – AGENT/OWNER: GARRETTE KERSTEN  
WALMART STORES EAST, LP D/B/A WALMART STORE #1471 AT 1717 N. SHAWANO STREET – AGENT/OWNER: DAN O. LOY

### **CLASS A BEER LICENSES:**

DEPOT STREET STATION, LLC d/b/a NEW LONDON TRAVEL PLAZA at 1280 N. Shawano Street – AGENT/OWNER: ERIK P. HANSON  
LA COSTENITA, LLC d/b/a LA COSTENITA VERACRUZANA at 214 W. N. Water Street – AGENT/OWNER: FILEMON L. ATANACIO  
R & K CONVENIENCE LLC d/b/a RAMA'S MOBIL at 509 Mill Street – AGENT/OWNER: RAMINDER SINGH  
SRS MINI MART LLC d/b/a RIVER SIDE MINI MART at 116 N. Pearl Street – AGENT/OWNER: SHIVA RAJ BHATTARAI  
KWIK TRIP, INC. d/b/a KWIK TRIP 791 at 984 N. Shawano Street – AGENT: KEVIN W. SCHULTZ  
KWIK TRIP, INC. d/b/a KWIK TRIP 792 at 1500 Mill Street – AGENT: MORGAN L. WILZ

### **CLASS B AND CLASS C BEER & WINE LICENSES**

BROTHERS HOSPITALITY CORP D/B/A AMERICINN LODGE & SUITES AT 1404 N. SHAWANO STREET – AGENT/OWNER: JAYESH D PATEL  
FAMILIAR GROUNDS II, LLC D/B/A FAMILIAR GROUNDS AT 206 N. PEARL ST – AGENT/OWNER: JENNIFER & CHRIS HEIDEMAN  
WATER STREET VINTAGE D/B/A WATER STREET VINTAGE AT 207 W. NORTH WATER ST– AGENT/OWNER: KELLY RICKERT

### **GARBAGE DISPOSAL HAULER LICENSE**

GRAICHEN DISPOSAL AT PO BOX 263

### **MOBILE HOME PARK LICENSE**

NORTHGATE DEVELOPMENT GROUP WI, LLC D/B/A NORTHWOOD VILLAGE AT 355 HENRY STREET

**AMUSEMENT DEVICES**

BREE'S INN LLC D/B/A BREE'S INN AT 323 S. PEARL STREET – AGENT/OWNER: WILLIAM M. BREE  
BROTHERS HOSPITALITY CORP D/B/A AMERICINN LODGE & SUITES AT 1404 N. SHAWANO STREET –  
AGENT/OWNER: JAYESH D PATEL  
COPPER SHOT AT 318 W. N. WATER STREET – AGENT/OWNER: DANIEL VAN EPPS  
CRUZ INN INC. AT 309 S PEARL ST– AGENT/OWNER: TAMARAH JAHNKE  
EASY STREET BAR AT 519 W. N. WATER STREET – AGENT/OWNER: MICHAEL W.RICE  
JEANNE ROSE SPORTS BAR LLC D/B/A JEANNE ROSE SPORTS BAR AT 306 W NORTH WATER ST– AGENT/OWNER:  
LARHONDA JACOBSON  
JOHN'S BAR D/B/A JOHN'S BAR AT 211 S. PEARL STREET– AGENT/OWNER: MARK J. LOCY  
JOLLY ROGER'S PIZZERIA LLC D/B/A JOLLY ROGER'S PIZZERIA AT 220 W. N. WATER STREET – AGENT/OWNER:  
ROBERT F. LEAHY  
NATIONAL ENTERTAINMENT NETWORK AT WALMART STORE 1471 AT 1717 N. SHAWANO STREET  
NEW LONDON LANES, INC. D/B/A NEW LONDON LANES/HILBY'S RESTAURANT AT 106 E. WOLF RIVER AVE. –  
AGENT/OWNER: TERRY D. HILBERT  
R & K CONVENIENCE LLC d/b/a RAMA'S MOBIL at 509 Mill Street – AGENT/OWNER: RAMINDER SINGH  
REDBOX AUTOMATED RETAIL LLC – WALGREENS MOVIE RENTAL BOX AT 981 N. SHAWANO STREET  
WATER'S SUPPER CLUB & LOUNGE AT 815 W. WOLF RIVER AVE. – AGENT/OWNER: PATRICK WILLIAMS

**CIGARETTE & TOBACCO PRODUCTS**

BREE'S INN LLC D/B/A BREE'S INN AT 323 S. PEARL STREET – AGENT/OWNER: WILLIAM M. BREE  
CHANGE UP, LLC D/B/A THE BOTTLE SHOP AT 303 S. SHAWANO STREET – AGENT/OWNER: KATHERINE J. THURK  
TOM & DORIE'S BOTTLE SHOP, INC. D/B/A TOM & DORIE'S BOTTLE SHOP AT 303 S. SHAWANO STREET –  
AGENT/OWNER: THOMAS C. HUSS  
COPPERSMITH FOODS, INC. D/B/A FESTIVAL FOODS AT 308 N. SHAWANO STREET – AGENT/OWNER: MICHAEL  
COPPERSMITH  
DEPOT STREET STATION, LLC D/B/A NEWLONDON TRAVEL PLAZA at 1280 N. Shawano Street –  
AGENT/OWNER: ERIK P. HANSON  
DOLGENCORP, LLC D/B/A DOLLAR GENERAL STORE #6639 AT 801 N. SHAWANO ST. – AGENT/OWNER: JOHN  
GREENE  
FAMILY DOLLAR STORES OF WI, LLC D/B/A FAMILY DOLLAR STORE #23079 AT 304 WOLF RIVER PLAZA  
KWIK TRIP, INC. D/B/A KWIK TRIP 791 AT 984 N. SHAWANO STREET – AGENT: KEVIN W. SCHULTZ  
KWIK TRIP, INC. D/B/A KWIK TRIP 792 AT 1500 MILL STREET – AGENT: MORGAN L. WILZ  
R & K CONVENIENCE LLC d/b/a RAMA'S MOBIL at 509 Mill Street – AGENT/OWNER: RAMINDER SINGH  
SRS MINI MART LLC D/B/A RIVER SIDE MINI MART AT 116 N. PEARL STREET – AGENT/OWNER: SHIVA RAJ  
BHATTARAI  
TOM & DORIE'S BOTTLE SHOP, INC. D/B/A TOM & DORIE'S BOTTLE SHOP AT 303 S. SHAWANO STREET –  
AGENT/OWNER: THOMAS C. HUSS  
WALGREEN CO. D/B/A WALGREENS #11301 AT 981 N. SHAWANO STREET – AGENT GARRETTE KERSTEN  
WALMART STORES EAST, LP D/B/A WALMART STORE #1471 AT 1717 N. SHAWANO STREET – AGENT: DAN O. LOY

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# TEMPORARY CLASS “B” LICENSES

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2021-2022

NL Lions Club Chamber Concerts in the Park	July 8 and August 12, 2021 420 N. Shawano St.	SB-21-01
New London Youth Baseball League Games	July 13, 14, 20, 21 27 & 28, 2021 Pfeifer Park	SB-21-02
Wolf River Theatrical Troupe Always Patsy Cline	July 15-17 and 22-24, 2021 304 St. John's Place	SB-21-03
NLGYSA Summer Challenge	July 16-18, 2021 Memorial Park & Pfeifer Park	SB-21-04
Wolf River Theatrical Troupe Jesse Aron: An Evening with Roy	September 25, 2021 304 St. John's Place	SB-21-05
Wolf River Theatrical Troupe War of the Worlds	October 14,15,16,21,22 & 23, 2021 304 St. John's Place	SB-21-06
Wolf River Theatrical Troupe Christmas Show	December 3, 4, 5, 9, 10 & 11, 2021 304 St. John's Place	SB-21-07
New London Clippers Baseball Games	July 1, 6, 8, 9,12,13,16,19, 21, 22, 23 & 24, 2021 Hatten Park	SB-21-08
NL Lions Club Baseball & Softball Games	July 11-14, 2021 Memorial Park	SB-21-09
NL Lions Club Baseball & Softball Games	July 18-21, 2021 Memorial Park	SB-21-10
NL Lions Club Baseball & Softball Games	July 25-28, 2021 Memorial Park	SB-21-11

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# TEMPORARY CLASS “B” LICENSES

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2021-2022

NL Lions Club Baseball & Softball Games	August 1, 2021 Memorial Park	SB-21-12
NL Lions Club Baseball & Softball Games	August 8, 2021 Memorial Park	SB-21-13
NL Lions Club Baseball & Softball Games	August 15, 2021 Memorial Park	SB-21-14
NL Lions Club Baseball & Softball Games	August 22, 2021 Memorial Park	SB-21-15

## PARKS & RECREATION COMMITTEE MINUTES

Tuesday, June 1, 2021

Committee Members Present: Bob Besaw, John Faucher, Steve Groat, Bernie Ritchie Jr., Fred Zaug, April Amador

Excused Members: Rachel Schuler

Council Members Present: Mayor Herter (via zoom), Billie Olson, Mike Barrington, Dave Dorsey, Tim Roberts, Dennis Herter

Other Present: Chad Hoerth, City Administrator/Public Services Director  
Michelle Lambrecht, Public Services Administrative Assistant  
Ginger Arndt; Recreation Superintendent(via zoom)  
Luke Hammons; Street/Park Superintendent  
Jim Jaeger, Jim & Sandy Massonet, Charlie Rogers; Vets Memorial

Besaw called the meeting to order, during the Board of Public Works meeting for a joint committee meeting, at 4:56 p.m. Besaw/Zaug moved to approve the agenda. *Motion carried by all.*

Public comment relevant to items on agenda: None presented.

### Discuss and possibly act on modifications to the downtown centralized dumpsters:

Aldersperson Roberts brought up concerns related to the downtown centralized dumpster pads, one being near the Taft Park Veteran's Memorial. Roberts and several members in attendance from the Veteran's Memorial Foundation provided comments that they felt the relocation of the dumpsters after the Veteran's Memorial was installed was disrespectful. Others on the committee sited that the city took additional measures to create a buffer and separated the dumpsters from the park with a slated fence and a line of shrubs. Another commented that it was no different than the dumpster located on the other side of the park for the C&R Waterfront Bar. Roberts provided suggestions of relocating the centralized pads to the other side of the driveway, closer to the Coppershot bar. Faucher cited concerns of spending more money when the city paid over \$50,000 for the two downtown centralized dumpster facilities. Jim Massonet stated that it's a problem and he's seeing illegal garbage in the pad areas including construction material and air conditioners. Mayor Herter (on zoom) went to the site during the meeting and provided live video of the containers showing the current conditions. A comment was made that the dumpsters are too tall. The committee directed Hoerth to see if Graichen Disposal could provide smaller containers for easier dumping. A request was made to call a vote, no motion was made at this time.

Zaug/Ritchie moved to authorize staff to draft an agreement to outline liability, maintenance, and future modification responsibilities of the private fence on city property. *Motion carried by all.*

**\*\*At this time the Board of Public Works adjourned\*\***

Sculpture Art at River Trail Park: No discussion took place and the item will be referred to a future committee meeting.

Director's Report/Memo: The Director's memo was included in the agenda packet and reviewed by the committee.

Years of Service Report:

- Mike Buchman (Park Caretaker) completed 10 years of service on May 4<sup>th</sup>
- Ted Christian (Facilities Superintendent) completed 6 years of service May 11<sup>th</sup>
- Carl Dinnauer (Part-time Caretaker/Mower) completed 3 years of service May 14<sup>th</sup>
- Dawn Reinert (Custodian) completed 8 years of service May 21<sup>st</sup>
- Jim Thorpe (Facilities Technician) completed 19 years of service May 30<sup>th</sup>

Chairman's Report: None presented

Committee Member's Report: None presented

Future Agenda Items:

- Discussion on a mountain bike park
- Sculpture Art at River Trail Park

Discuss next month meeting date:

- Tuesday, July 6, 2021 immediately following Board of Public Works meeting

There being no further discussion Zaug/Faucher moved to adjourn at 5:36 p.m. *Motion carried by all.*

Chad R. Hoerth  
City Administrator



**City of New London**  
**Planning Commission Minutes**  
**Thursday, May 27<sup>th</sup>, 2021**

**Roll Call:**

Those in attendance were Chairman Bob Besaw, Jason Bessette, Brandi Buss, Dona Gabert, Mayor Mark Herter, and Susie Steingraber

Excused Members: Jaime Walbruck

Others in attendance: City Administrator Chad Hoerth, Building Inspector/Zoning Administrator David Vincent (via zoom), Billie Olson (departed at 5:30pm), Steve Groat (via zoom), Tim Roberts, Randy and Ingrid Retzlaff, Dave Dorsey, Jacqui McElroy (via zoom), Kal McHugh (via zoom), Madeline Check (via zoom), Ron Peeters, Sandy DuFrane, Pete Rohan (via zoom).

The meeting was called to order by Chairman Besaw at 5:01pm.

Hoerth informed the commission that topic number 11 "Continue discussions on updating the City's Comprehensive Plan with Cedar Corporation" will be postponed to a future meeting.

Gabert/Steingraber to approve the amended agenda. Carried by all.

The April 29<sup>th</sup>, 2021 minutes were reviewed and approved by Bessette/Gabert. Carried by all.

Vincent introduced a new residential structure proposal for Pete Rohan who is interested in purchasing an 11 acre property (parcel 33 305 1101), located south west of the corner of Hwy S and House Road. The proposal includes a combination shed/house structure. Due to the size and height of the shed portion of the structure, Rohan needed Planning Commission approval to proceed. Concerns were discussed that if the Commission would allow this type of structure on this lot, the commission would have difficulty denying other similar requests in the future. Supporters of the proposal stated that most city lots are under a ½ acre in the middle of the city vs. this structure going on an 11 acre lot on the city's edge. Rohan provided a site plan and conceptual pictures of the proposal.

Motion by Mayor Herter, seconded by Gabert to approve structure request. Motion carried 6-3, Bessette, Dorsey and Steingraber voting no.

The Commission reviewed two separate requests to allow new multifamily and single family developments near the corner of Beckert Road and Oshkosh Street (parcel 33 13 34 19 for Randy Retzlaff) as well as the corner of Hwy S and House Road (parcel 33 30 50 500 for S.C. Swiderski, LLC). The process first includes a resolution requesting that the City Council pass an ordinance amending the Preferred Land Use Map in the city's Comprehensive Plan, followed up by a recommendation to rezone the property to allow the developments. Both items require public hearings that would be scheduled for the following City Council meeting. The third step in the process would be to approved new Certified Survey Maps (CSMs) defining the new single family and multifamily designation areas on each existing parcel.

Bessette moved, seconded by Steingraber a resolution recommending that council considers an ordinance amending the city's Comprehensive Plan preferred land use map for the parcel at 33 13 34 19 (a/k/a 815 W. Beckert Road) from Conservation to split Single Family Residential and Multi-Family Residential pending proposed CSM modification approval. Motion carried by all.

Mayor Herter moved, seconded by Gabert that council considers a zoning ordinance amendment to change parcel 33 13 34 19 (a/k/a 815 W. Beckert Road) from R-1 to R-4, pending proposed CSM modification approval. Motion carried by all.

Gabert moved, seconded by Bessette approval of a new CSM for parcel 33 13 34 19 (a/k/a 815 W. Beckert Road). Motion carried by all.

Gabert moved, seconded by Steingraber a resolution recommending that council considers an ordinance amending the city's Comprehensive Plan preferred land use map for the parcel at 33 30 50 500 (vacant property located at the northwest corner of House Road and Hwy S) from Planned Industrial to split Single Family Residential and Multi-Family Residential pending proposed CSM modification approval. Motion carried by all.

Mayor Herter moved, seconded by Bessette that council considers a zoning ordinance amendment to change parcel 33 30 50 500 (vacant property located at the northwest corner of House Road and Hwy S) from M-P to R-4A, pending proposed CSM modification approval. Motion carried by all.

Gabert moved, seconded by Steingraber approval of a new CSM for parcel 33 30 50 500 (vacant property located at the northwest corner of House Road and Hwy S). Motion carried by all.

A review of future agenda items was discussed.

The next Planning Commission meeting is scheduled for Wednesday, June 30<sup>th</sup> at 5:00pm.

Motion to adjourn Buss, seconded by Steingraber. Meeting adjourned by Chairman Besaw at 5:46 pm.

Respectively submitted by Chad Hoerth, City Administrator

**ADOPTING AMENDMENT CPA-01-21 TO THE CITY OF NEW LONDON'S  
YEAR 2030 COMPREHENSIVE PLAN [CHANGING A PORTION OF THE PREFERRED LAND USE  
MAP FROM CONSERVATION TO SPLIT SINGLE FAMILY RESIDENTIAL AND MULTI-FAMILY  
RESIDENTIAL]**

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, Wisconsin's comprehensive planning law, set forth in Section 66.1001 of the Wisconsin Statutes, requires County and local governments that enforce general zoning, shoreland zoning, subdivision, or official mapping ordinances to adopt a comprehensive plan by January 1, 2010, and;

WHEREAS, the City of New London, in cooperation with Foth Infrastructure & Environment, LLC, UW -Extension, and participating local governments, developed a comprehensive plan that meets or exceeds the requirements set forth in Section 66.1001 of the Wisconsin Statutes, and;

WHEREAS, the City of New London's Comprehensive Plan contains all nine elements required by State Statute and addresses all 14 of the State of Wisconsin Comprehensive Planning Goals, and;

WHEREAS, the City of New London Council adopted the City of New London's Year 2030 Comprehensive Plan and enacted Ordinance 1176 of the Code of Ordinances on September 11, 2007, and;

WHEREAS, City of New London has developed an amendment CPA-01-16 to the adopted Year 2030 Comprehensive Plan that reflects changes to proposed land uses since adoption of the City of New London's Year 2030 Comprehensive Plan, and;

WHEREAS, copies of the plan amendment **CPA-01-21** were available for public review in the City Clerk's office and the City of New London Library, and on the City's website, and;

WHEREAS, throughout the development of the plan amendment **CPA-01-21** the City has solicited public input to ensure the public had ample opportunity for involvement in the development of the comprehensive plan amendment, and;

WHEREAS, the City of New London has duly noticed a public hearing on the City of New London's Year 2030 Comprehensive Plan Amendment **CPA-01-21** and the Common Council held said public hearing, in accordance with Section 66.1001 4)(d) of the Statutes.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to section 66.1001 (4)(b) of the Wisconsin Statutes, the Planning Commission hereby adopts the Comprehensive Plan Amendment **CPA-01-21** dated May 27, 2021.

Adopted by the Planning Commission May 27, 2021

BY: \_\_\_\_\_  
Robert Besaw, Chair of Planning Commission

Adopted by the Common Council June 8, 2021

BY: \_\_\_\_\_  
Mark Herter, Mayor

Attest: \_\_\_\_\_  
Nicole Lemke, City Clerk

**AN ORDINANCE AMENDING THE CITY OF NEW LONDON  
YEAR 2030 COMPREHENSIVE PLAN [CPA 01-21: CHANGING A PORTION OF THE PREFERRED  
LAND USE MAP FROM CONSERVATION TO SPLIT SINGLE FAMILY RESIDENTIAL AND MULTI-  
FAMILY RESIDENTIAL]**

**ORDINANCE No. \_\_\_\_\_**

The City Council of the City of New London, Outagamie and Waupaca Counties, Wisconsin, do ordain as follows:

**PURPOSE: The purpose of this Ordinance is to change the Preferred Land Use Map from R-1 (single-family) to R-4 (multi-family).**

SECTION 1. The City of New London, Wisconsin, adopted the City of New London's Year 2030 Comprehensive Plan on October 9, 2007, in compliance with WI. Stats. s 66.1001(1)(a) and 66.1001(2).

SECTION 2. City of New London staff, working under the direction of the Plan Commission, have prepared a proposed Comprehensive Plan Amendment (CPA-01-21) dated May 27, 2021.

SECTION 3. The City published the required Class I, 30 day-notice on May 6, 2021.

SECTION 4. The City of New London Common Council conducted a public hearing on June 8, 2021 in compliance with WI. Stats. s.66.1001(4)(d), regarding the proposed Comprehensive Plan Amendment.

SECTION 5. The Plan Commission has adopted a Resolution recommending that the City Council approve an Ordinance adopting the proposed Year 2030 Comprehensive Plan Amendment.

SECTION 6. The proposed amendment is consistent with the remaining sections of the adopted City of New London's Year 2030 Comprehensive Plan.

SECTION 7. The proposed amendment, together with the adopted City of New London's Year 2030 Comprehensive Plan, contains all of the elements set forth in WI. Stats. 66.1001(2)

SECTION 8. The City Council hereby amends the City of New London's Year 2030 Comprehensive Plan as described in the proposed Comprehensive Plan Amendment CPA 01-21.

SECTION 9. The Zoning Administrator shall send a copy of this ordinance to the following along with a cover letter:

- (1) Clerks for the Towns of Hortonia, Lebanon, Liberty, Maple Creek and Mukwa;
- (2) County clerks for Outagamie and Waupaca County
- (3) Administrator for New London School District
- (4) New London Utilities Manager
- (5) Wisconsin Land Council (c/of Wisconsin Department of Administration, Comprehensive Planning Program.
- (6) Wisconsin Department of Administration Comprehensive Planning Program;
- (7) City of New London Public Library;
- (8) East Central Wisconsin Regional Planning Commission

Section 10. SEVERABILITY. If any provision of this ordinance is found to be invalid or unconstitutional or if the application of this ordinance to any person or circumstances is invalid or unconstitutional such invalidity or unconstitutionality shall not affect the other provisions or application of this ordinance which can be given effect without the invalid or unconstitutional provisions or applications.

Section 11. EFFECTIVE DATE.

This ordinance shall take effect upon passage and publication.

BY: \_\_\_\_\_  
Mark Herter, Mayor

Attest: \_\_\_\_\_  
Nicole Lemke, City Clerk

1<sup>st</sup> Reading: \_\_\_\_\_ June 8 \_\_\_\_\_, 2021

2<sup>nd</sup> Reading: \_\_\_\_\_, 2021

Published: \_\_\_\_\_, 2021

AN ORDINANCE REZONING PROPERTY  
(VACANT LAND AT 815 W. BECKERT RD.)

ORDINANCE NO. \_\_\_\_\_

The Common Council of the City of New London, Outagamie and Waupaca Counties, Wisconsin do ordain as follows:

PURPOSE: This rezoning is to allow for the construction of multi-family residential buildings.

Section 1. That the following described property be rezoned from the current R-1 (Single Family) to R-4 (Multiple Family District).

All of Lot 1 Certified Survey Map 7833 being part of the Southeast 1/4 of the Southwest 1/4 of Section 13, Township 22 North, Range 14 East, City of New London, Waupaca County, Wisconsin, containing 700,038 Square Feet (16.0707 Acres) of land, subject to all easements, and restrictions of record.

*A section of Lot 1 consisting of 4.8199 acres of the preceding described property will be re-zoned from R-1 to R-4, pending CSM modifications approval.*

Section 2: This ordinance takes effect upon passage and publication.

By: \_\_\_\_\_  
Mark Herter, Mayor

Attest: \_\_\_\_\_  
Nicole Lemke, City Clerk

1<sup>st</sup> Reading: \_\_\_\_\_ 2021

2<sup>nd</sup> Reading: \_\_\_\_\_ 2021

Published: \_\_\_\_\_ 2021

**ADOPTING AMENDMENT CPA-02-21 TO THE CITY OF NEW LONDON'S  
YEAR 2030 COMPREHENSIVE PLAN [CHANGING FROM PLANNED INDUSTRIAL TO SPLIT  
SINGLE FAMILY RESIDENTIAL AND MULTI-FAMILY RESIDENTIAL]**

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, Wisconsin's comprehensive planning law, set forth in Section 66.1001 of the Wisconsin Statutes, requires County and local governments that enforce general zoning, shoreland zoning, subdivision, or official mapping ordinances to adopt a comprehensive plan by January 1, 2010, and;

WHEREAS, the City of New London, in cooperation with Foth Infrastructure & Environment, LLC, UW -Extension, and participating local governments, developed a comprehensive plan that meets or exceeds the requirements set forth in Section 66.1001 of the Wisconsin Statutes, and;

WHEREAS, the City of New London's Comprehensive Plan contains all nine elements required by State Statute and addresses all 14 of the State of Wisconsin Comprehensive Planning Goals, and;

WHEREAS, the City of New London Council adopted the City of New London's Year 2030 Comprehensive Plan and enacted Ordinance 1176 of the Code of Ordinances on September 11, 2007, and;

WHEREAS, City of New London has developed an amendment CPA-01-16 to the adopted Year 2030 Comprehensive Plan that reflects changes to proposed land uses since adoption of the City of New London's Year 2030 Comprehensive Plan, and;

WHEREAS, copies of the plan amendment **CPA-02-21** were available for public review in the City Clerk's office and the City of New London Library, and on the City's website, and;

WHEREAS, throughout the development of the plan amendment **CPA-02-21** the City has solicited public input to ensure the public had ample opportunity for involvement in the development of the comprehensive plan amendment, and;

WHEREAS, the City of New London has duly noticed a public hearing on the City of New London's Year 2030 Comprehensive Plan Amendment **CPA-02-21** and the Common Council held said public hearing, in accordance with Section 66.1001 (4)(d) of the Statutes.



NOW, THEREFORE, BE IT RESOLVED, that pursuant to section 66.1001 (4)(b) of the Wisconsin Statutes, the Planning Commission hereby adopts the Comprehensive Plan Amendment **CPA-02-21** dated May 27, 2021.

Adopted by the Planning Commission May 27, 2021

BY: \_\_\_\_\_  
Robert Besaw, Chair of Planning Commission

Adopted by the Common Council June 8, 2021

BY: \_\_\_\_\_  
Mark Herter, Mayor

Attest: \_\_\_\_\_  
Nicole Lemke, City Clerk

**AN ORDINANCE AMENDING THE CITY OF NEW LONDON  
YEAR 2030 COMPREHENSIVE PLAN [CPA 02-21: CHANGING A PORTION OF THE PREFERRED  
LAND USE MAP FROM PLANNED INDUSTRIAL TO SPLIT SINGLE FAMILY RESIDENTIAL AND  
MULTI-FAMILY RESIDENTIAL]**

**ORDINANCE No. \_\_\_\_\_**

The City Council of the City of New London, Outagamie and Waupaca Counties, Wisconsin, do ordain as follows:

**PURPOSE: The purpose of this Ordinance is to change the Preferred Land Use Map from M-P (Manufacturing Park) to R-4A (multi-family).**

SECTION 1. The City of New London, Wisconsin, adopted the City of New London's Year 2030 Comprehensive Plan on October 9, 2007, in compliance with WI. Stats. s 66.1001(1)(a) and 66.1001(2).

SECTION 2. City of New London staff, working under the direction of the Plan Commission, have prepared a proposed Comprehensive Plan Amendment (CPA-02-21) dated May 27, 2021.

SECTION 3. The City published the required Class I, 30 day-notice on May 6, 2021.

SECTION 4. The City of New London Common Council conducted a public hearing on June 8, 2021 in compliance with WI. Stats. s.66.1001(4)(d), regarding the proposed Comprehensive Plan Amendment.

SECTION 5. The Plan Commission has adopted a Resolution recommending that the City Council approve an Ordinance adopting the proposed Year 2030 Comprehensive Plan Amendment.

SECTION 6. The proposed amendment is consistent with the remaining sections of the adopted City of New London's Year 2030 Comprehensive Plan.

SECTION 7. The proposed amendment, together with the adopted City of New London's Year 2030 Comprehensive Plan, contains all of the elements set forth in WI. Stats. 66.1001(2)

SECTION 8. The City Council hereby amends the City of New London's Year 2030 Comprehensive Plan as described in the proposed Comprehensive Plan Amendment CPA 01-21.

SECTION 9. The Zoning Administrator shall send a copy of this ordinance to the following along with a cover letter:

- (1) Clerks for the Towns of Hortonia, Lebanon, Liberty, Maple Creek and Mukwa;
- (2) County clerks for Outagamie and Waupaca County
- (3) Administrator for New London School District
- (4) New London Utilities Manager
- (5) Wisconsin Land Council (c/of Wisconsin Department of Administration, Comprehensive Planning Program.
- (6) Wisconsin Department of Administration Comprehensive Planning Program;
- (7) City of New London Public Library;
- (8) East Central Wisconsin Regional Planning Commission

Section 10. SEVERABILITY. If any provision of this ordinance is found to be invalid or unconstitutional or if the application of this ordinance to any person or circumstances is invalid or unconstitutional such invalidity or unconstitutionality shall not affect the other provisions or application of this ordinance which can be given effect without the invalid or unconstitutional provisions or applications.

Section 11. EFFECTIVE DATE.

This ordinance shall take effect upon passage and publication.

BY: \_\_\_\_\_  
Mark Herter, Mayor

Attest: \_\_\_\_\_  
Nicole Lemke, City Clerk

1<sup>st</sup> Reading: \_\_\_\_\_ June 8 \_\_\_\_\_, 2021

2<sup>nd</sup> Reading: \_\_\_\_\_ July 13 \_\_\_\_\_, 2021

Published: \_\_\_\_\_, 2021

AN ORDINANCE REZONING PROPERTY  
LOCATED AT THE NORTHWEST CORNER OF HOUSE ROAD AND HWY S

ORDINANCE NO. \_\_\_\_\_

The Common Council of the City of New London, Outagamie and Waupaca Counties, Wisconsin do ordain as follows:

PURPOSE: This rezoning is to allow for the construction of multi-family residential buildings.

Section 1. That the following described property be rezoned from the current M-P (Manufacturing Park) to R-4A (Multiple Family District).

COMMENCING AT THE EAST 1/4 CORNER OF SAID SECTION 7; THENCE S01°05'23"E, 611.43 FEET ALONG THE EAST LINE OF THE EAST 1/4; THENCE N89°56'14"W, 33.01 FEET TO THE WEST RIGHT OF WAY LINE OF HOUSE ROAD AND ALSO BEING THE POINT OF BEGINNING. THENCE S01°05'23"E, 917.26 FEET ALONG SAID WEST RIGHT OF WAY LINE; THENCE S31°49'30"W, 71.32 FEET; THENCE S72°56'05"W, 30.32 FEET TO THE NORTH RIGHT OF WAY LINE OF CTH S PER DOC. NUMBER 1636200; THENCE ALONG SAID NORTH RIGHT OF WAY LINE FOR 199.94 FEET ON A CURVE TO THE LEFT HAVING A RADIUS OF 5,789.58 FEET AND A CHORD OF N59°16'22"W, 199.93 FEET; THENCE N63°31'17"W, 101.03 FEET ALONG SAID NORTH RIGHT OF WAY LINE; THENCE ALONG SAID NORTH RIGHT OF WAY LINE FOR 206.33 FEET ON A CURVE TO THE LEFT HAVING A RADIUS OF 5,784.58 FEET AND A CHORD OF N62°23'51"W, 206.32 FEET; THENCE N20°58'19"E, 282.03 FEET; THENCE N69°01'59"E, 472.18 FEET; THENCE N33°00'00"E, 367.45 FEET; THENCE S89°56'14"E, 632.45 FEET TO SAID WEST RIGHT OF WAY LINE OF HOUSE ROAD AND ALSO BEING THE POINT OF BEGINNING. CONTAINING 518,995 SQUARE FEET OR 11.914 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

Section 2: This ordinance takes effect upon passage and publication.

By: \_\_\_\_\_  
Mark Herter, Mayor

Attest: \_\_\_\_\_  
Nicole Lemke, City Clerk

1<sup>st</sup> Reading: \_\_\_\_\_ 2021

2<sup>nd</sup> Reading: \_\_\_\_\_ 2021

Published: \_\_\_\_\_ 2021

## New London Economic Development Committee Minutes

Tuesday, May 25<sup>th</sup>, 2021

Members present: Chairman Dorsey, Bishop, Faucher, Kopitzke, Olson, Thompson (via zoom), Zaug

Absent: Lathrop, Wolf

Others present: Mayor Mark Herter (via zoom), Tim Roberts, Mike Barrington, City Administrator Chad Hoerth, Margie Brown, Jeff Handschke, Ann Hunt, Bill Zeinert, Dave Theil, Paul Warshauer (via Zoom).

1. The meeting was called to order by Chairman Dorsey at 4:30pm. Zaug/Kopitzke to approve the agenda. Carried by all.
2. The April 27<sup>th</sup>, 2021 minutes were reviewed and approved by Kopitzke/Faucher. Carried by all.
3. Dave Theil and Bill Zeinert provided a presentation on the upcoming efforts for the Waupaca County Marketing Cooperative. The coop marketing program is funded from Waupaca County, Cities and Villages in the county as well as some businesses. The purpose of the program is to provide collaboration throughout the county for collective marketing efforts that the entire county can benefit from. The program originally focused on initial research and tourism marketing. Today the efforts are shifting from tourism marketing to residential recruitment and workforce development. Theil explain that the approach has been to first focus on tourism marketing which provided a general awareness, attracting people to visit our area. Now that those people are aware and familiar with our county, the next step is to shift those marketing efforts and attract those individuals to consider relocating to our area for future economic growth. Zeinert provided general information on the Claritas program that the coop has purchased and some of the data benefits that Waupaca County and New London can use for future marketing. Theil provided information that it will continue to be increasingly difficult for businesses to find workers, and taking these steps to keep your name out there and market the county will be necessary to draw workers into our communities. The committee thanked Theil and Zeinert for their presentation.
4. The committee continued discussion from last month on concerns of the Grand Theatre. Kopitzke and Hoerth reported that they had a meeting with the owner of the Grand and has stated he is making plans to reopen. Hoerth also reached out to the CEO of The Grand Oshkosh to get information on their operations however was not able to connect with him prior to the committee meeting. Paul Warshauer, Chairman of Grande Venues from Sleepy Eye Minnesota, was present and provided the committee information on how his company has helped preserve similar historic properties in small communities. No motion was made at this time and the committee will continue discussions in the future.
5. Zaug led a discussion and relayed comments that he has heard from residents or seen on social media expressing interest that the city promotes the development of a second grocery store. Chairman Dorsey asked if anyone has heard of any leads of interest in putting up the money to start a new store. Mayor Herter reported that he has reached out to several grocery chains including Aldi's, Sentry and others with either no response or an answer that they are not interested in New

London at this time. The committee agreed that the city would work with a company interested in developing a new grocery store in New London, however pointed out that the city is not a private business to open a new store but will continue outreach efforts for new development.

6. Kopitzke provided Business Updates:
  - a. Iglesia de Cristo Ministerios is purchasing the formal laundry mat at 606 W Wolf River Ave to renovate for the teen population of their church and for a summer school. The parcel west of the church is also being developed for future parking
  - b. Jose Huerta is inquiring about a vacant lot on 225 W North Water St; he will be meeting with Kopitzke and Hoerth to discuss details and ideas.
  - c. Jeff Bergum, owner of Corner Stone Insurance, is remodeling his newly purchased property at 421 S Pearl Street with a ribbon cutting expected sometime in the next few months.
  - d. Cozy & Sweet Pop Up Candy Shoppe, located at 311 S Pearl St. will have a ribbon cutting event on June 15<sup>th</sup> noon.
  
7. City Administrator's Report:
  - a. Hoerth reported that Kopitzke, New London Video Producer Casey Zempel and he toured Tuffy Boats and it was very interesting to see that they build the entire boat in New London. All orders are custom with the owner reporting they are on track for one of their best years in sales, however are experiencing issues with getting all of their supplies. If business continues as is, the owner expressed interest in future expansion.
  - b. Midwest Properties LLP has broken ground in the North East Business Park.
  - c. The planning commission is looking at several rezoning and comprehensive plan land use amendments to allow for future residential developments on Beckert Road and House Road.
  
8. The committee reviewed speakers and agenda items for future meetings.
  
9. The next committee meeting is scheduled for Tuesday, June 29<sup>th</sup>, 2021 at 4:30pm.
  
10. Zaug /Faucher moved to adjourn at 5:54 pm. Carried by all.

Chad Hoerth  
City Administrator

# Waupaca County Economic Development Corp.

**Date: May 31, 2021**

**To: Mayors, Village Presidents, City Councils & Village Boards**

**From: David Thiel, WCEDC Executive Director**

**Re: Monthly Report for May 2021**

I am down to my last few reports. I was not planning on devoting more time to this topic, as I have covered it often, but a new e-book was sent to me by Bobbi Miller from Fox Valley Workforce Development. The information covered in this e-book is so important, addressing what I believe to be the biggest challenge we will face going forward, that I felt compelled to devote one of my final reports to it.

In February 2020, before the COVID crisis, a record 70% of US businesses reported a talent shortage, [according to a Manpower survey](#). That was more than double the 32% of businesses who reported difficulty finding talent just five years earlier in 2015. When COVID hit and unemployment spiked to record highs, all talent shortages should have vanished.

## **BUT THEY DIDN'T.**

Today, the economy is suffering from what some are calling the "[COVID paradox](#)": millions of people out of work, millions of open jobs unfilled, and millions of people voluntarily bowing out of the labor market. As of March 2021, [19 million Americans](#) filed for some form of jobless benefits with a majority of the claims specifically for pandemic relief assistance. This despite a record number of [over 7M job openings](#).

The fact is, the US labor force participation rate (LFPR), which measures people working or actively seeking work, has dropped to lows we haven't seen [since the recession of the mid-1970s](#). Despite countless dislocations across the country, businesses [frantically posting for jobs](#) simply [cannot find enough people](#) to fill open positions.

Postsecondary enrollment has also tanked. Typically, economic upheaval

will send Americans rushing back to school in order to gain new knowledge and skills, but not so this time. Enrollment fell from 18.2 million students in 2019 to 17.8 million students in 2020, a loss of over 460,000 students, according to the [National Student Clearinghouse](#). Freshman enrollment in particular sank an unprecedented 13%.

## **WHAT'S GOING ON?**

In the wake of such a chaotic year, it'd be easy to blame these disturbing trends on COVID and resultant policies, but that would be only partially accurate. COVID didn't create these problems, for these problems existed well before last year. The people shortage was already coming. It was almost here. All 2020 did was act as an accelerant. Everything that happened last year, including the radical steps the US took to battle the virus, simply sped up the effects of a more nefarious and long-term problem largely ignored by politicians and media alike:

The US is suffering the beginning phases of a great sansdemic—"without people," or in our case "without enough people"—a demographic drought that is projected to worsen throughout the century and will impact every business, college, and region.

This is no COVID paradox. This is history catching up with us. We've been

approaching the edge of this cliff for decades, as a growing crowd of researchers and writers have observed the past few years:

- Nathan Grawe discussed America's shrinking population and its impact on higher ed in particular in [Demographics and the Demand for Higher Education](#) (2018).
- Darrell Bricker and John Ibbitson wrote about the imminent people shortage in [Empty Planet](#) (2019).
- Brookings' William Frey, who has written about demographic challenges for years, reported that the US just saw its [slowest population growth](#) in history.
- In recent weeks Tyler Cowen touched on the same issues in Bloomberg, observing that America's [fertility rates have fallen](#) below replacement rates.
- Ross Douthat, a frequent writer on the declining American birth rate in The New York Times, suggests that, unless we find a solution, we will soon be living in a world that resembles nothing more than "[just a rich museum](#)."

In this ebook, our goal is to draw more attention to this trend and help you better understand the three pre-existing conditions both revealed and exacerbated by 2020:

- The mass exodus of baby boomers (workforce past) - Last year, the number of baby-boomer retirees [increased by over a million](#). The largest generation in US history remains a powerful cohort of key workers that still hold millions of roles. Their sudden departure from the labor force will gut the economy of crucial positions and decades of experience that will be hard to fill en masse.
- Record-low labor force participation rate (LFPR) of prime-age Americans (workforce present) - Thousands of Americans have voluntarily [opted out](#) of looking for work. The children and grandchildren of baby boomers are not replacing the boomers who leave the workforce.
- The lowest birth rates in US history (workforce future) - The national birth rate, already in decline, hit a 35-year low in 2019, and the relative size of the working-age population has been shrinking since 2008. In fact, the national population is [projected to begin shrinking](#) by 2062. This means that over the next generation, talent shortages will only compound.

Regardless of what you think the ideal global population size might be, or whether you think our biggest problem is too few people or too many, a sharp and sudden population reduction will have enormous implications for the economy and the lifestyle we all take for granted. The ability to order a package and see it in days, to buy a cup of coffee on your way to work, to enjoy a wealth of affordable consumer goods, to have our garbage collected, to fill a prescription, to receive nursing care—all these functions depend on an army of workers that simply cannot be replaced if they were never born.

To explore the causes and features of the coming sansdemoc, as well as to consider ways that you can survive or even thrive throughout—read on.

»Note: Discussion of complex demographic realities inevitably involves technical jargon. For definitions of and differences between key terms, such as "birth rate" vs. "total fertility rate," please refer to the [appended glossary](#).

I highly recommend that everyone read the full e-book. It was prepared by EMSI, an economic modeling company that provides labor market data to professionals in both the public and private sectors from the U.S, U.K. & Canada. Please let me know if you are interested in reading the full report. It is 41 pages, and I can send it in an Adobe pdf.



Housing Authority of the City of New London  
Regular Meeting May 24, 2021 at Franklin Park Apartments.

**Call to Order:** A. Herminath Board Chair, called the meeting to order at 3:38PM

**Members Present:** A. Herminath, C. Handrich, P. Franzmeier, and H. Opperman.

**Members Absent:** L. Shaw.

**Executive Director Present:** L. Marker.

**Others Present:** None

**Approval of Agenda:** Motion by P. Franzmeier, Second by C. Handrich. All voting aye, and motion carried.

**Approval of Minutes:** Motion by C. Handrich, Second by H. Opperman.

Approval of the Meeting Minutes for April 26, 2021 all voting aye, and motion carried.

**Resident Concerns-** NONE.

**Statement of accounts, approval of payment of bills:** **April, 2021** the approval of bills paid for 4/01/2021-04/30/2021 Check#22492-22524 including 5 online payments total \$23469.37, lvoided check (22491), 0-capital fund check \$0.00, 0.00 total, Section 8 checks#24813-24845= \$22807.00 Total, section 8 a/p check #16103-16104 Total \$606.22 Motion by H. Opperman, second by P. Franzmeier, All voting aye, and motion carried.

**Correspondence:** Shelter, Fresh Air, Rad, FPA 50<sup>th</sup> Anniversary (on Hold Due to Covid 19), and Misc.

**Old Business:** None

**New Business:**

**A. Resolution 120 – 05242021 Kubota BX2680 Tractor with Front loader- Bx2830 Snow blower and -Bx2814a Sweeper; to replace old snow removal equipment on trade-in.** Motion by P. Franzmeier, second by C. Handrich, All voting aye, and motion carried.

**B. RESOLUTION 121 – 05242021 Elevator Hydraulic Control System- Modernization Proposals; ThyssenKrupp (Presentation from Otis Elevator: Vern Hixon). Otis Elevator Proposal accepted.** Motion by C. Handrich, second by H. Opperman, All voting aye, and motion carried.

**Capital Fund: \$110,421.00**

**Management Agent's Report:** FPA 100% occupancy FPA. Section 8 Voucher: 64 vouchers 2 leased, lsearching vouchers, \$22807.00 total vouchers funded for 04/01/2021.

**Adjournment:** 4:25 PM Motion by H. Opperman, Second by P. Franzmeier C. Handrich, all voting aye, and motion Carried.

Respectfully Submitted:

\_\_\_\_\_  
Laura Marker            Date  
Executive Director

Approved by:

\_\_\_\_\_  
A. Herminath            Date  
Board Commissioner

**Next Meetings Scheduled:** Next scheduled meetings are on Mondays at 3:30 P.M.  
06/28/2021, 07/26/2021 and 8/30/21.

**New London Library and Museum**  
**Board of Directors Regular Meeting- May 17, 2021**

President Ginny Schlais called the regular meeting to order at 5:02 p.m. Present: Chris Bermann, Betty Roberts, Bill Flease, Steve Hart, Carrie LaBair, Library Director - Ann Hunt, Museum Director - Christine Cross. Excused: Mary Dickrell. Others Present: None

**Secretary's Report**

Motion was made by Flease/LaBair to accept the minutes of the April 19, 2021, meeting. Motion carried.

**Financial Reports**

Motion made by Hart/Roberts to approve the May financial reports for the New London Public Library bills amounting to \$4,097.69 and the New London Public Museum bills amounting to \$4,912.05. Motion carried. Library income for the month of May is \$132.60. The Museum had no income for the month of May.

**Museum Director's Report**

See attached report.

**Library Director's Report**

See attached report.

**Unfinished Business Discussion/Action**

1. Annex Progress: Ann and Ginny met with the Council of the Whole on May 4, 2021, to present the plans for the new building and the video showing what it could look like. The council would like to know what the operating budget will be. Library employees are doing a time study to determine how they spend their days and what effect this could have on the need to staff two buildings. Ann and Ginny will go back to the Personnel & Finance Committee in June to present the budget and ask for \$250,000 a year for the next three years.
2. Fundraising Update: Contacting new donors continues. Many donors are asking what part the city will play in providing funds for the new building.

**New Business Discussion/Action**

1. Revenue Reports: Ann and Christine met with Judy Radke regarding the revenue fund and how it is used. Judy explained how incoming money is handled and which funds should go to revenue which funds go to the trust funds.
2. Trustee Essential #3: Discussion was held on how bylaws are be an effective tool for organizing the Board.

**Public Comment**

None.

**Adjourn**

Motion by Bermann/Hart to adjourn. Motion carried. Meeting adjourned at 6:15 p.m.

**Respectfully submitted,**

**Betty Roberts**

**Library Director's Report  
May, 2021**

Apr21 Attend: 1,245 YTD: 3,436	Apr20 Attend: 149 YTD: 11,383
Apr21 Circ: 3,576 YTD: 12,819	Apr20 Circ: 665 YTD: 19,688
Wireless Statistics: 398	YTD 1,330
Computer Use 128	YTD 248
Hoopla audio 120 YTD 450	Hoopla ebooks 59 YTD 254
E-audio 366 YTD 1,060	E-books 499 YTD 1,555

**Summer Reading Program**

We are all set to go with our weekly programs for summer. The activities will be available for a week at a time. People will be able to make them in the library or take them home anytime during that week. We have three special programs; life size snakes (chutes) and ladders, Dino hunt in collaboration with the Milwaukee Public Museum and a grant from Kohl's, and lastly a scavenger hunt that will take participants through the city.

**Programs**

April's take and make were successful. 75 marigold kits were given to children to plant. 35 teens decorated light plate switches. 39 adults took home items to make magazine art.

In May our take and makes include, adults spring paper wreaths, teens a paracord bracelet and for children a galaxy chalk art.

**Self-Check**

With money from the CARES Act we were able to pay for most of the software we needed to start the self-check up again. I am surprised at how many people asked about it or tried to use it while it was down. It will also be helpful when we change our staffing.

Stay healthy.

Respectfully submitted,

Ann Hunt, Director

## **New London Public Museum**

### **Monthly report for the May 17, 2021 Board Meeting**

February 2021 Attendance: 13

April 2021 Attendance: 31

March 2021 Attendance: 20

*The purpose of the New London Public Museum is to preserve and promote our community's natural, native and historical culture for the benefit of the public.*

#### **Programs**

- We had 15 people pick up Earth Day Take and Make Crafts
- Wendy has the Take and Make craft kits for the summer ready to go
- Wendy and Christine continue to work on video content

#### **Collection**

- Four people have sponsored birds for restoration in 2021.
- Alice has the new oversize file drawers installed and almost filled.

#### **Administration**

- Christine has been attending a conference “Preparing for the Virtual Long Game” focusing on how museums can continue to utilize virtual tools.
- Christine include her report about museum revenue

Respectfully submitted by:

Christine Cross  
Director

Alice Gilman  
Assistant Director

Police & Fire Commission  
700 Shiocton Street  
New London, WI 54961-1160

**Monday May 17<sup>th</sup>, 2021**

Commission Present: April Kopitzke (Pres), Doug Noel, Tom Schmude, Travis Kloehn (by Zoom), Corey Knepfel  
Police Chief: Jeffrey Schlueter  
Fire Chief: Mark Wilfuer  
Others Present: Billie Olsen

Meeting called to order at 5:30 PM by Kopitzke.

- Adoption of Agenda – Kloehn 2<sup>nd</sup> Noel – carried 5-0
- Public Comment:  
Alder person Billie Olsen expressed concerns about keeping the sidewalks clean and the increase of damage in the downtown area. Chief Schlueter informed her that the kids that damaged the theatre and the building at the corner of Pearl and Cook St have been caught and arrested. Chief Schlueter also informed Ms. Olsen that he has spoken to Judge Shaw about having people on community service help keep the downtown clean and that the PD would be talking to the bar owners to also help out cleaning when they close at night.
- Motion to approve prior minutes from 4/19/21: Schmude, 2<sup>nd</sup> Kloehn  
Carried 5-0
- Election of officers: Motion to elect Kloehn as President and Schmude as Secretary by Schmude, 2<sup>nd</sup> by Knepfel: Carried 5-0
- The Commission recognizes service anniversaries.  
Fire Department:  
  
Police Department:
- Report of the Fire Department by Chief Mark Wilfuer
  - Motion to approve the bills as presented for April in the amount of: \$3060.47: Kloehn, 2<sup>nd</sup> Schmude; Carried 5-0
  - Budget as of April 30<sup>th</sup>, 33.75% reviewed.
  - Discuss Fire Department Equipment/Technology
    - Chief Wilfuer reports that they have ordered 2 new thermal imaging cameras that are about \$6000 each. They will also be purchasing 8 more small cameras for about \$600-\$800 each.

- .There is an antenna on the top of City Hall that may need replacing.
- Fire runs and service calls reviewed
- Staffing and Training reviewed  
Chief Wilfuer reported they are still 2 fire fighters short. They have reached out to 1 candidate but he has not returned the call yet.
- Discuss Chief hours  
Chief Wilfuer reported that he worked 23 hours in the month of April.
- Monthly attendance report reviewed.
- Fire Inspection Note  
Chief Wilfuer reported they are training some new inspectors. Currently they have 4 people trained.

Chief Wilfuer was dismissed at 5:52 PM

➤ Report of the Police Department by Chief Schlueter

- Motion to approve bills for April in the amount of \$43,657.84 and \$1,155.93 by Kloehn, 2<sup>nd</sup> Schlude: Carried 5-0:
- Budget as of April 30<sup>th</sup> was reviewed. Currently 30.92%  
Chief Schlueter reported that the budget looks to be on track for the year. We are also on track to save the \$25,000 that was requested by the city for health insurance this year.
- Discuss/approve replacement of cameras at the PD  
Chief Schlueter requested that this be put on next month's agenda
- Crime and activity report reviewed.
  - Incident count for April was 541 calls for service.
- Current staffing and training update.  
Earl Ruckdashel' s last day on patrol will be May 23<sup>rd</sup>. His last day at the PD will be June 7<sup>th</sup>.

Police & Fire Commission  
700 Shiocton Street  
New London, WI 54961-1160

**Monday May 17<sup>th</sup>, 2021**

The top candidate finished up the academy last week. He should be starting the psychological, medical screen and the polygraph this week. We expect his start date to be June 14<sup>th</sup>.

Trent Martin is still in the FTO process but is doing a good job. We completed DAAT, CPR and Taser training for the whole department over the past 2 weeks.

We have the drone training scheduled for May 24<sup>th</sup>

- Discuss/Approve removing Jenna Kriewaldt from probation status. Chief Schlueter reported that Jenna is doing a good job and sees no reason not to remove her for probation status. Motion by Schmude, 2<sup>nd</sup> by Noel to remove Jenna Kriewaldt from probation status. Carried 5-0.
- Update on current activities/investigations
- Update on Current Projects:  
Chief Schlueter reported the radio project is going good. Assistant Chief Gregory last week viewed the dispatch configuration with Lisa Taylor and the approved that.  
Chief Schlueter showed the PFC the new drone

➤ Chief Schlueter was dismissed at 6:35PM.

Meeting was adjourned at 6:35 PM.

Respectfully submitted,

Chief Jeff Schlueter



## MINUTES OF UTILITY COMMISSION MEETING

May 4, 2021

The regular meeting of the New London Utility Commission was called to order at 8:00 A.M. by President Steingraber at the Utility Offices at 400 East North Water Street, New London WI.

Members present were Steingraber, Schmidt, Coppersmith, Barrington, St. Marie, Bessette, and Missy Schultz present for Audit Report.

It was moved by Barrington and seconded by Schmidt that the agenda be adopted. Motion carried.

It was moved by St. Marie and seconded by Schmidt to approve the minutes of the April 20, 2021 meeting as mailed. Motion carried.

It was moved by Schmidt and seconded by Coppersmith to approve vouchers 48071 through 48113 in the amount of \$170,331.21 as listed to be paid. Motion carried.

Baker Tilly presented to the Commission the 2021 Audit Report.

The Manager had discussion with the Commission about the need to implement polyphosphates to protect against lead in the water system. It was moved by Schmidt and seconded by Coppersmith to approve implementation of polyphosphates into the water system. Motion carried.

The Manager also updated the commission: 1) the progress of the London Acres Subdivision, 2) work being completed by MJ Electric, 3) Nielson Communication installed truck radios, 4) improved GPM from the rehab work on Well #5.

The next meeting will be on May 18, 2021 8:00 A.M. at the Utility Offices.

It was moved by Steingraber and seconded by Schmidt that the meeting be adjourned. Motion carried.

Mike Barrington Secretary

## MINUTES OF UTILITY COMMISSION MEETING

May 18, 2021

The regular meeting of the New London Utility Commission was called to order at 8:00 A.M. by President Steingraber at the Utility Offices at 400 East North Water Street, New London WI.

Members present were Steingraber, Schmidt, Barrington, Bessette, Not present Coppersmith and St. Marie.

It was moved by Barrington and seconded by Schmidt that the agenda be adopted. Motion carried.

It was moved by Steingraber and seconded by Schmidt to approve the minutes of the May 4, 2021 meeting as mailed. Motion carried.

It was moved by Schmidt and seconded by Barrington to approve vouchers 48114 through 48168 in the amount of \$1,429,374.24 as listed to be paid. Motion carried.

It was moved by Steingraber and seconded by Schmidt to approve stone work to be done on Hwy X by Casey Excavating not to exceed \$5,440.00. Motion carried.

It was moved by Barrington and seconded by Schmidt to accept Water Well Solutions bid to install Mag meter at well #6 not to exceed \$11,434.00. Motion carried.

It was moved by Steingraber and seconded by Schmidt to install new cameras at the Utility Office by Krake Consulting not to exceed \$5,720.00. Motion carried.

The Manager had discussion with the commission on the progress of the London Acres Subdivision and the installation of the street lights.

The Manager also updated the commission on the progress of the Regulator ordered from Siemens, the backordered computers, and a possible operation from a found raccoon on a riser by Spurr Rd. mini sub.

The next meeting will be on June 1, 2021 8:00 A.M. at the Utility Offices.

It was moved by Steingraber and seconded by Schmidt that the meeting be adjourned. Motion carried.

Mike Barrington Secretary.

MEETING MINUTES  
CEMETERY COMMISSION  
New London City Hall  
Tuesday, April 20, 2021 at 4:45 p.m.

MEMBERS PRESENT: Brian Strey and Laurie Shaw

MEMBERS ABSENT: Rob Way

OTHERS PRESENT: Craig Hoffman, Tracy Hoffman, Jamie Walbruck and Missy Kempen

1. **Call to Order** – The meeting was called to order at 4:51 p.m.
2. **Roll Call** – Quorum present
3. **Approve Agenda**
  - a. **Motion** by Shaw / Strey to approve agenda as presented, motion unanimously carried
4. **Approve Minutes of Prior Meeting**
  - a. Minutes of March 23, 2021 – **Motion** by Strey seconded by Shaw, to approved the March 23, 2021 minutes as presented, motion carried
5. **Public Comment**
  - a. None
6. **Financials**
  - a. Approval of Year to Date Income / Expenses through March 31, 2021
    - i. **Motion** by Stray seconded by Shaw to approve year to date income / expenses, motion carried
  - b. Approval of Purchases / Invoices
    - i. None at this time
7. **Sexton Report**
8. **Old Business**
  - a. Seal coating – will begin the 1<sup>st</sup> week in May in sections, we are ready to go
  - b. Hostas at cemetery entrance – Craig shared cost info for sod for the hill  
Motion by Strey seconded by Shaw to proceed with removing existing plants and wood chips and sod the hill at a cost not to exceed \$3400.00. Motion unanimously carried.
  - c. Corner Grave Markers – everything is here, will do after Memorial Day.
    - i. Did we get Ogdensburg payment?
  - d. Signage –
    - i. Locking Case – is up, Jaime to put contact info and other important info in case
    - ii. 7 post signs – Hoer th ordered, waiting for them to arrive
  - e. Spring Clean Up Notice – postings are all completed
  - f. Military medallion project – Vets and Scouts ready to go, Laurie arranged John Faucher to do newspaper story and Casey Zemple to do video and promote through City of NL
  - g. Memorial service layout / design – Craig is going further research and will bring to future meeting. Will need to determine who qualifies for this area and how we will lay out if more than 1 person in family to be buried
  - h. Status of cemetery fees – official review / vote at this meeting since this was not officially an agenda item at the last meeting
    - i. Motion by Strey seconded by Shaw to approve the following fees; headstone marking \$60.00, grave marking \$60.00, \$75.00 for all funerals starting at 3 p.m. or later, transfer fee \$25 and deed fee \$25.00. Will post prices info in newspaper (Missy / Laurie – Missy to find last similar posting) will begin new prices 30 days after newspaper ad runs. Missy to post on Facebook, website, letters to funeral homes and monument companies
  - i. Discuss usage of back gated area at cemetery – people are still dumping brush, would like to get a sign and possibly a combo lock so that the city and cemetery crews can get in but not the public? Laurie to talk to Chad and see if we can get a lock

- j. Rules and Regulations for Cemetery – will do a complete review / update / finalize at next meeting. Group completed review of the minutes. Would like to verify if this is a City of NL ordinance that needs approval

**9. New Business**

- a. Mapping of the cemetery grounds – we would like to see what mapping of utilities, irrigation, and other underground items exist. Missy was able to pull up some different info during the meeting
  - i. New London Utilities map is completed
  - ii. Water is in the process of being done
  - iii. We have nothing for the irrigation system

**10. Future Agenda Items –**

**11. Next Meeting Date – Tuesday, May 2021 at 4:45 p.m. at the cemetery**

**12. Adjournment – Motion to adjourn by Shaw seconded by Strey, unanimously carried**

### Building Permits - 2021

Date	Permit #		Parcel #	Owner	Contractor	Project			
01/07/21	2021-001	R	33 13 41 10	1600 Naussau St.	Ron Evan	Alan's Electric LLC	Electrical - 100 Amp Service Entrance	\$ 700.00	\$ 50.00
01/12/21	2021-002	R	33 13 95 4	801 Robin St.	Jason Pukita	Heise Heating & A/Creplace	Furnace Replacement	\$ 4,000.00	\$ 35.00
01/12/21	2021-003	C	33 12 77170	112 W. Wolf River Ave.	Robin Ernst- Robins Nest Learning	Heise Heating & A/Creplace	Furnace Replacement	\$ 3,800.00	\$ 50.00
01/13/21	2021-004	R	33 13 76 14	1222 Neenah St.	Kathleen Farney	Luambeen Green Service Cor[	Rebuild due to Fire	\$ 48,666.00	\$ 925.40
01/13/21	2021-005	C	33 01 44 6	1302 N. Shewano St.	Fox Communities Credit Union	Deleers Construction	Remodel	\$ 401,392.00	\$ 1,051.60
01/13/21	2021-006	R	33 01 70 79	1515 Northridge Dr.	Kurtis Heckel	Appleton Solar LLC	Roof Mounted Solar Panels	\$ 15,944.00	\$ 150.00
01/13/21	2021-007	C	333057503	755 Industrial Loop Rd.	AMCOR	CR Meyer	Locker Rm & Office Remodel	\$ 45,000.00	\$ 433.18
01/13/21	2021-008	R	333073600	102 Zachary Ct.	Adam Vraa	By Owner	Partial Basement Remodel	\$ 1,500.00	\$ 212.50
01/19/21	2021-009	R	33 13 75 48	805 W. Millard St.	Brian & Traci Kling	Van Handel Heating & Cooling LLC	Furnace Replacement	\$ 3,000.00	\$ 35.00
01/19/21	2021-010	R	333018201	636 E. Quincy St.	Mark Wilfuer	Van Handel Heating & Cooling LLC	Furnace Replacement	\$ 3,000.00	\$ 35.00
01/21/21	2021-011	R	33 13 74 92	1104 S. Pearl St.	Sally Billile (Sullivan Rev Trust)	Tundraland Home Improvements	Window Replacement	\$ 3,369.00	\$ 30.00
01/21/21	2021-012	R	333018201	634 E. Quincy St.	Mark Wilfuer	Van Handel Heating & Cooling LLC	Furnace Replacement 2nd side of Duplex	\$ 3,000.00	\$ 35.00
01/28/21	2021-013	C	33 12 77 80	116 N. Pearl St.	Dave Murphy	Van Handel Heating & Cooling LLC	Furnace	\$ 3,000.00	\$ 35.00
01/28/21	2021-014	R	33 13 77 22	1702 Cardinal St.	Teresa Rosasa	ARC Contracting	Roof Replacement	\$ 7,700.00	\$ 35.00
02/02/21	2021-015	R	333037600	324 E. Spring St.	Cynthia Bungert	By Owner	Window Replacement	\$ 5,000.00	\$ 35.00
02/08/21	2021-016	C	33 12 77214	421 Pearl St	Cornerstone Holdings of Wisconsin	By Owner	Interior Remodel	\$ 50,000.00	\$ 886.00
02/12/21	2021-017	R	33 13 77 24	1714 Cardinal St	Timothy Bolssen	Performance Plumbing	New HVAC & Basement Bathroom	\$ 750.00	\$ 86.10
05/03/21	2021-018	C	33 01 13 7	1717 N Shawano St	WalMart	pb2 Architecture/Springfield Signs	Replace Pharmacy Sign	\$ 800.00	\$ 50.00
05/24/21	2021-019	C	33 01 13 7	1717 N Shawano St	WalMart	? /pb2 Architecture	Interior remodel (4000sf-affected)	\$ 753,061.00	\$ 1,063.00
02/19/21	2021-020	R	33 01 70 68	530 Southridge Dr	Blue Frog Property Management	Black-Haak Heating	Furnace	\$ 3,000.00	\$ 35.00
05/03/21	2021-021	C	33 01 13 7	1717 N Shawano St	WalMart	pb2 Architecture/Springfield Signs	Replace WalMart * Sign	\$ 18,000.00	\$ 150.00
02/22/21	2021-022	R	33 12 55 27	1407 W North Water St	Alfred Nieto	First Cal Restoration	Kitchen Repair w/ cbinets	\$ 24,000.00	\$ 100.00
02/25/21	2021-023	R	33 13 82 47	1501 S Pearl St	Larson, Marshall	Tundraland Home Improvements	Bathub & Surround Replacement w/Shower	\$ 12,390.00	\$ 42.00
02/23/21	2021-024	C	333.57601	746 Industrial Loop Rd	SAC Wireless / AT&T	SAC Wireless / AT&T	Swap Antennas, Add & Swap Radios	\$ 50,000.00	\$ 100.00
02/26/21	2021-025	R	33 01 70 92	524 Southridge Dr	Lee Ann Ostrander	Ellis Fence	Fence in Rear Yard	\$ 1,700.00	\$ 25.00
02/26/21	2021-026	R	33 13 89 36	1840 Mayflower Ct	Robert J Grubb	Ideal Bathrooms Solutions LLC DBA-Bath Fitter	Mixer Valve Replacement	\$ 5,700.00	\$ 42.00
02/26/21	2021-027	R	33 13 78 28	1614 Werner Allen Rd	David J & Danette L Sturm	Black-Haak Heating	Water Heater Replacement	\$ 1,900.00	\$ 42.00
02/26/21	2021-028	R	33 13 70 16	306 W Beacon Ave	Terry J & Kayla M O'dell	Black-Haak Heating	Furnace Replacement	\$ 3,600.00	\$ 35.00
03/01/21	2021-029	R	333016800	1413 Algoma St	Chris Bellile	Van Handel Heating & Cooling	Furnace & AC	\$ 11,622.00	\$ 70.00
03/02/21	2021-030	R	333038900	313 E Wolf River Ave	Gina Staskal	Tundraland Home Improvements	Replace Shower & Surround	\$ 15,844.00	\$ 42.00
03/24/21	2021-031	R	33 13 74 1	210 Pine St	Robert Besaw	Eric Sager	Demo Existing / Build New Detached Garage	\$ 12,745.00	\$ 331.40
03/16/21	2021-032	R	33 13 34 21	1906 Pershing Rd	Barbara Lowe	Feldo Factory Direct	Windows	\$ 3,094.00	\$ 35.00
03/17/21	2021-033	R	33 13 77 60	1210 W. Cameron St	Caroline Delgado	Joe Close	PV Array	\$ 20,000.00	\$ 87.07
04/26/21	2021-034	C	33 12 77 52	200 W North Water St	Jack Van Schyndel	JVS Construction	Windows & Siding	\$ 13,000.00	\$ 600.00
04/26/21	2021-035	C	33 12 77 51	222 W N Water St	Jack Van Schyndel	JVS Construction	Windows & Siding	\$ 13,000.00	\$ 600.00
03/17/21	2021-036	R	33 13 82 80	1509 Nassau	Justin Pederson	Owner	Fence	\$ 1,200.00	\$ 25.00
03/12/21	2021-037	R	333 019000	904 W Division St	Greggory Bartnik	Owner	Close in OHD	\$ 2,000.00	\$ 100.00
03/12/21	2021-038	R	33 13 71 18	502 W Beacon Ave	Theresa Pichelmeyer	ARC Contracting	Roof	\$ 10,791.00	\$ 35.00
03/08/21	2021-039	R	333 033500	308 E Beacon Ave	Mark Truckey	Tollar Remodeling	Rebuild Breezway	\$ 5,000.00	\$ 126.00
03/12/21	2021-040	R	333 013300	1209 Mill St	Steven & Bolinda Masseth	Owner	Basement Remodel	\$ 30,000.00	\$ 625.25
03/23/21	2021-041	R	33 13 72 23	914 Wyman St	Cassie Schurdt	Home Depot	Window Replacement	\$ 1,520.00	\$ 35.00
03/23/21	2021-042	C	33 12 71 64	401 N Water St	Living Waters Assembly of God	J & F Enterprises	Add Partition Walls & Stage	\$ 30,000.00	\$ 367.02
03/23/21	2021-043	R	333 042400	617 Wallace St	Michelle Mix	Shimek Construction	Windows & Doors	\$ 3,500.00	\$ 35.00
03/23/21	2021-044	R	333 027800	714 Division St	Mike Mcclouf	Owner	Roof	\$ 7,000.00	\$ 35.00
03/29/21	2021-045	R	333 030300	525 E Washington St	Warren Beske	Owner	Fence	\$ 800.00	\$ 25.00
03/30/21	2021-046	R	33 13 71 10	614 Dickinson St	Kenneth Dill	Tundraland Home Improvements	Windows	\$ 14,700.00	\$ 42.00
03/30/21	2021-047	R	33 13 82 80	1509 Nassau St	Justin Pederson	Feldo Factory Direct	Windows (2)	\$ 2,761.00	\$ 35.00
03/30/21	2021-048	C	333 05001	400 E N Water St	NewLondon Utilities	Van Handel Heating & Cooling	Install 2 Infra Red Heaters	\$ 7,000.00	\$ 100.00
03/30/21	2021-049	R	333 053800	306 Woodlane Dr	John Marit	Owner	Deck & Walkways	\$ 2,500.00	\$ 260.50
03/30/21	2021-050	R	333 028000	702 Algoma St	Trucky Properties	Owner	4- Single Units (Remodel)?	\$ 40,000.00	\$ 1,547.77
03/26/21	2021-051	R	33 13 74 226	1323 Division St	Donald Norby-White	Owner	Deck	\$ 2,500.00	\$ 160.00
04/01/21	2021-052	R	333 063500	137 East Ridge	Ben Schmidt	Owner	Renew Permit	\$ -	\$ -
04/01/21	2021-053	R	333 002800	513 Beacon Ave	Jerry Fuss	Charles Simon	Whole House Remodel	\$ 20,000.00	\$ 217.00
03/31/21	2021-054	R	33 13 75 81	712 Millard St	Dennis Hilker	Generator Works	Generator Installation	\$ 6,878.00	\$ 50.00
04/06/21	2021-055	C	33 01 13 7	1717 N. Shewano St.	WalMart	Best Mechanical	HVAC Difuser Replacement	\$ 11,500.00	\$ 100.00
04/06/21	2021-056	R	33 13 82 112	108 E Rowland St	Bernie Kowal	Kuether Services LLC	Fence	\$ 2,434.00	\$ 25.00
04/06/21	2021-057	R	33 13 84 2	1615 Division St	Mathew Mulholland	Owner	Fence	\$ 2,000.00	\$ 25.00
04/06/21	2021-058	R	33 13 92 4	1823 Oshkosh St	Dave Wolford	Tundraland Home Improvements	Windows	\$ 5,732.00	\$ 42.00
04/08/21	2021-059	R	33 12 73 63	913 W North Water St	Ronald H & Patricia A Schoen	Owner	Replace Existing Concrete Driveway	\$ 8,000.00	\$ 40.00
04/09/21	2021-060	R	33 13 79 7	2044 Pershing St	Ann Voigt	Tundraland Home Improvements	Replace 5 Windows Same Opening	\$ 9,300.00	\$ 42.00
04/15/21	2021-061	R	33 13 89 13	623 Martin St	Kurtis Lake	Owner	Fence in Rear Yard	\$ 12,162.53	\$ 25.00



# City of New London Building Permit Report May 2021

<b>BUILDING PERMITS ISSUED:</b>	
RESIDENTIAL	22
COMMERCIAL	5
MANUFACTURING	0
<b>MONTHLY TOTAL</b>	<b>27</b>

<b>BUILDING PERMITS / YEAR TO DATE:</b>	
RESIDENTIAL	85
COMMERCIAL	22
MANUFACTURING	0
<b>TOTAL</b>	<b>107</b>

<b>CONSTRUCTION VALUES:</b>	
RESIDENTIAL	\$ 858,938.45
COMMERCIAL	\$ 414,000.00
MAUFACTURING	\$ -
<b>CONST. TOTAL</b>	<b>\$ 1,272,938.45</b>

<b>CONSTRUCTION VALUES / YEAR TO DATE:</b>	
RESIDENTIAL	\$ 1,224,175.98
COMMERCIAL	\$ 2,122,773.00
MANUFACTURING	\$ -
<b>TOTAL</b>	<b>\$ 3,346,948.98</b>

<b>BUILDING PERMIT INCOME:</b>	
RESIDENTIAL	\$ 5,186.89
COMMERCIAL	\$ 2,800.00
MANUFACTURING	\$ -
<b>INCOME TOTALS</b>	<b>\$ 7,896.89</b>

<b>BUILDING PERMIT INCOME / YEAR TO DATE:</b>	
RESIDENTIAL	\$ 13,168.16
COMMERCIAL	\$ 8,435.80
MANUFACTURING	\$ -
<b>TOTAL</b>	<b>\$ 21,603.96</b>

MINUTES  
BOARD OF REVIEW  
MONDAY, MAY 10, 2021  
5:30 P.M. - COUNCIL CHAMBERS

The City of New London Board of Review met on Monday, May 10, 2021 at 5:30 p.m. in the Council Chambers of the Municipal Building.

Members present: Mark Herter, Mayor; Nicole Lemke, City Clerk;  
Alderspersons: Bob Besaw, John Faucher & Mike Barrington

Barrington/Besaw to adopt agenda. Carried 5-0.

The members then spent the next 2 hours and 10 minutes viewing a Board of Review DVD Training video. Upon completion of the video the Board completed the test and filled out the individual Affidavit of Attendance to be submitted to the Department of Revenue.

There being no other business, Barrington/Lemke to adjourn. Carried 5-0. Board of Review Committee adjourned at 7:40 p.m.

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Nicole Lemke, City Clerk  
Board of Review 5-10-2021



MINUTES  
BOARD OF REVIEW  
THURSDAY, MAY 27, 2021  
10:00AM - COUNCIL CHAMBERS

The City of New London Board of Review met on Thursday, May 27, 2021, 20 at 10:00AM in the Council Chambers of the Municipal Building.

Members present: Mark Herter, Chairman; David Dorsey, Vice Chairman; Nicole Lemke, Secretary; Bob Besaw; Billie Olson

Others present: Mike Barrington, Alternate; John Faucher, Alternate; Adam Servi, City Assessor, Servi Group, Inc.; Jennifer McLeod, Henes & Associates Reporting Service, Inc.

Chairman Herter opened the meeting at 10 a.m. and after the Pledge of Allegiance, roll call was taken.

Besaw/Barrington to nominate Mark Herter as Chairperson. Besaw/Barrington to close nominations and cast a unanimous ballot for Herter as Chairperson. Carried 7-0.

Besaw/Olson to nominate David Dorsey as Vice Chairperson. Faucher/Lemke to close nominations and cast an unanimous ballot for David Dorsey as Vice Chairman. Carried 7-0.

Besaw/Dorsey to nominate Nicole Lemke as Secretary. Besaw/Dorsey to close nominations and cast an unanimous ballot for Nicole Lemke as Secretary. Carried 7-0.

Lemke reported that the Assessment Rolls have been prepared and are ready for review by the Board. She noted that no Objection Forms have been filed and no persons have indicated a wish to appear before the Board. Board members were provided meeting minutes from the MAY 10, 2021 meeting of the Board of Review, Ordinance No. 1041 in place pertaining to Confidentiality of Income & Expenses provided to the Assessor for Assessment purposes and a copy of Board Procedure for sworn telephone or Written Testimony requests.

Servi read the Assessor's Affidavit into the minutes.

At 10:05 a.m. Lemke/Dorsey to recess until 11:55PM or such time as a citizen might appear prior to that. Carried 7-0.

Adam Servi, City Assessor, gave the Board a very thorough and informative recap of the assessment process. He provided a list, by classification, of changes made to the 2021 Assessment Roll. The overall assessed value for Real Estate was \$350,433,600 and Personal Property assessed values for 2021 was \$4,502,800. The increase for Real Estate assessed values for 2021 was \$2,507,400 from 2020.

At 12 noon, no persons have filed an Objection or requested to appear before the Board of Review. Faucher/Lemke to adjourn sine die. Carried 7-0.

Board adjourned at 12 noon.

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Nicole Lemke, City Clerk  
Board of Review 5-27-2021