

JOINT COMMITTEE OF THE WHOLE

March 9, 2026

City Hall Council Chambers

6:00 PM

ROLL CALL

Council President Tetzlaff presiding with Mayor Greuel, Alderpersons Krull, Hurkman, Gerbers and Schaumberg present. Alderperson Vander Heiden was absent. Also present City Administrator Sean Hutchison, DPW Director Schoen and Chief Schultz.

GUESTS

APPROVAL OF AGENDA

Motion - Hurkman moved to approve the agenda with switching positions of agenda items E and F. Second by Gerbers. Motion carried.

APPROVAL OF MINUTES

Motion - Krull moved to approve the minutes from February 23, 2026. Second by Schaumberg. Motion carried.

PUBLIC INPUT

ITEMS FOR DISCUSSION

ADDITION OF FLAG AND FLAGPOLE AT THE CORNER OF MAINLINE & HWY 54

Jake Vandervoort spoke regarding a flag and flagpole that he'd like to place on his property located at 729 Woodland Plaza. A map was displayed showing where the city right of way is. Jake stated that he's not planning on putting the flag or flagpole in the city right of way. Council had no objection as long as it will not be placed in the city right of way.

SPECIAL EVENT APPLICATION-MEMORIAL DAY

Chief Schultz received DOT permits for the parade and submitted an updated map which will have staging of the parade utilizing Emmanuel Lutheran Church/Prairie Street and will be going down Main St.

Motion - Gerbers made a motion to recommend to council to approve the Special Event Application for Memorial Day. Second by Hurkman. Motion carried.

SPECIAL EVENT APPLICATION – SEYMOUR HISTORICAL SOCIETY

Joint Committee of the Whole reviewed the permit submitted by the Seymour Historical Society to block off Depot St for an event on June 20, 2026. Joint Committee of the Whole approved the application with the exclusion of a pedestrian bridge being installed over the creek.

Motion - Krull made a motion to recommend to council to approve the Special Event Application submitted by the Seymour Historical Society with the exclusion of a pedestrian bridge being installed over the creek. Second by Hurkman. Motion carried.

JOINT COMMITTEE OF THE WHOLE

AMEND 2026 CAPITAL BUDGET MUNICIPAL BUILDING

Administrator Hutchison spoke regarding the concrete ribbon near the top of the municipal building that is starting to deteriorate/fall and needs to be repaired and painted. The 2026 Municipal Building Capital budget included \$45,000 for the repair but it didn't include the \$8500 for the Professional Services Agreement with McMahon.

Motion - Hurkman made a motion to recommend to council to approve the amendment to the 2026 Municipal Building Capital Budget to include \$8,500 for the Professional Services Agreement with McMahon. Second by Schaumberg. Motion carried.

ROAD BIDS – CHIP SEAL AND FOG COAT EAST FACTORY ST

Director Schoen spoke regarding the decision to chip seal and FOG coat East Factory St. Administrator Hutchison spoke regarding the need to do this kind of maintenance work to extend the life of the road. Joint Committee of the Whole reviewed the one bid that was received from Fahrner Asphalt Sealers.

Motion - Gerbers made a motion to recommend to council to approve the road bid received from Fahrner Asphalt Sealers to chip seal and FOG coat East Factory St. Second by Krull. Motion carried.

AMEND 2026 CAPITAL BUDGET STREETS AND ALLEYS

The 2026 capital budget for Streets and Alleys included the chip sealing of East Factory St but it didn't include the FOG Sealing of East Factory St which is an additional \$6,148.50

Motion - Hurkman made a motion to recommend to council to approve amendment to the 2026 Streets and Alleys Capital Budget to include \$6,148.50 to FOG Seal East Factory Street. Second by Schaumberg. Motion carried.

AMENDING ORDINANCE ARTICLE V BICYCLE AND PLAY VEHICLES

Chief Schultz spoke regarding the need for an ordinance due to the increase in electric scooters and bicycles on city streets. A council member asked if golf carts are specifically mentioned as not being allowed per this ordinance. Chief Schultz informed Joint Committee of the Whole that golf carts will not be allowed as part of this ordinance. Joint Committee of the Whole reviewed the ordinance with one correction from Highway 54/Main St to Highway 55/Main St.

Motion - Krull made a motion to recommend to council to approve Ordinance Article V Bicycle and Play Vehicles. Second by Hurkman. Motion carried.

CHANGE DATE OF APRIL 27 COUNCIL MEETING

Administrator Hutchison spoke regarding changing the April 27 meeting to April 21 due to the Council Reorganization meeting required by state statute to be on April 21. Any open council business will be completed prior to the new council taking over.

Motion - Gerbers made a motion to recommend to council to change the date of the April 27 Council Meeting to April 21. Second by Hurkman. Motion carried.

FEBRUARY FINANCES

Joint Committee of the Whole reviewed February Finance Reports.

JOINT COMMITTEE OF THE WHOLE

Motion - Gerbers made a motion to recommend to council to approve the payment of bills. Second by Schaumberg. Motion carried.

MAYOR

CITY ADMINISTRATOR

- Brian Stille, Manager of the Outagamie County Fair Association, will be attending the March 23 Joint Committee of the Whole meeting to talk about an option to reduce traffic on County G during this year's fair week.
- The clerk's office is preparing for the April 7th Spring Election.
- City Staff is continuing to work with a developer regarding a final plat. It may come before the Plan Commission on March 19th if it's completed.
- Our auditing firm will be presenting their findings for FY 2025 at the April 13th Joint Committee of the Whole Meeting.
- The annual Council Reorganization meeting will be held on Tuesday April 21st
- Board of Review will be the 29th of April from 6-8 PM. Council President Tetzlaff and Alderperson Vander Heiden will be requested to take the training that will be released the week of March 16th.
- Department heads are continuing to work on their individual Capital Improvement Budgets. Meetings with each Department Head will be scheduled for April.
- March 10th a circuit judge will make his determination regarding the dog deemed vicious.
- The Sex Offender Appeals Board will meet on March 17th at 6:15 PM to hear an appeal.
- The Plan Commission will meet on March 19th at 6 PM. A public hearing for a conditional use permit for 121 E Factory St will also be a part of that evening.

DIRECTOR OF PUBLIC WORKS

- Lawn mowers are being prepared
- Kody and Cole were able to decant about 30,000-40,000 gallons of sludge out of the failing Bio Solids tank to not have to truck it to Appleton.

POLICE CHIEF

- Calls for Service will be updated for the next meeting
- A review of the City of Seymour Emergency Response Plan will be done

ADJOURN

Motion - Gerbers moved to adjourn. Second by Krull. Motion carried. Meeting adjourned.

Christy Stover, Clerk-Treasurer