



**MINUTES**  
**CITY OF WAUPUN COMMON COUNCIL MEETING**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, October 08, 2019 at 6:00 PM**

**CALL TO ORDER**

Mayor Nickel called the meeting to order at 6:00pm.

**PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION**

Pledge of Allegiance is heard, followed by a moment of silence

**ROLL CALL**

Council in attendance on roll call is Mayor Nickel, Alderman Westphal, Alderman Kaczmarski, Alderman Mielke, Alderman Matoushek, Alderman Vossekuil, and Alderman Vanderkin. No members are absent.

Management Staff present is Attorney VandeZande, Clerk Hull, Administrator Schlieve, Finance Director Oosterhouse, Library Director Jaeger, Fire Chief Demaa, Police Chief Loudon, Public Works Director Daane, Utility General Manager Posthuma, and Recreation Director Kaminski. No staff is absent.

Other City Staff present is Fire Dept Mike Beer, Public Works Staff: Chuck Stobb, Kurt Fenrich, Jerry Pluim, Chuck VandeZande, Dan Ferch, and Todd Harmsen; and Accountant Michelle Kast.

Members in the audience are Kyle Clark, Jim and Karen Sempf, Phil Cosson of Ehlers, Jayne Harmsen, and Patrick Glynn of Carlson and Dettmann.

Media present is Ken Thomas of Daily Citizen.

**PERSONS WISHING TO ADDRESS COUNCIL**

**1. Dodge County Circuit Court Judge Candidate Jim Sempf**

Dodge County District Attorney Jim Sempf appears before the Council to inform them that he is a candidate for the 2020 seat of Dodge County Circuit Court Judge.

**CONSENT AGENDA**

Mayor reminds the Council that the next meeting of the body of the Council has been changed to Tuesday, October 22, 2019 at 5:30pm.

Motion Vanderkin, second Matoushek to approve the Consent Agenda. Motion carried 6-0 on roll call.

**RESOLUTIONS & ORDINANCES**

**23. Resolution Providing for The Sale of Approximately \$5,405,000 Water and Electric System Revenue Refunding Bonds, Series 2019**

The 2014 and 2016 water and electric revenue bonds call date is March 1, 2020 and can be refunded within 90 days of that date. Phil Cosson of Ehlers is before the Council presenting a resolution providing the sale of approximately \$5,405,000 water and electric revenue refunding bonds for consideration. Oosterhouse states this resolution was recommended by the Utility Commission in September. The supporting factors provide the Utilities the ability to complete infrastructure placements as planned over the next 5-7 years and would reduce the need for any future rate increases.

Motion Kaczmarski, second Matoushek to approve Resolution 10-08-19-01 Providing for the Sale of Approximately \$5,405,000 Water and Electric System Revenue Refunding Bonds, Series 2019. Motion carried 5-1 on roll call, with Mielke voting Nay.

#### **24. Resolution Withdrawal from WI Public Employer's Group Health Insurance**

Schlieve provides a resolution for consideration to exit the Employee Trust Funds (ETF) health insurance program. The 2020 insurance rates provide a 6.5% rate increase. Schlieve solicited proposals and recommends a high Deductible plan with Dean Care HMO and the inclusion of a health savings account (HSA). Currently, the employee deductibles are \$500 single/\$1000 Family. Schlieve recommends a \$1500 single/\$3000 family deductible, however, the City would fund the \$1000 of the single and \$2000 of the family into an HSA account. As part of the proposal, the City obtained rate caps for 2021 and 2022 of 5% and 6% which is below projected 2020 ETF rates.

Retirees, employees, and spouse of employees (Kyle Clark, Jerry Pluim, Chuck VandeZande, Jayne Harmsen), appeared in question and concern of the change in health insurance. Schlieve states employee meetings are planned for all employees to attend.

Motion Westphal, second Kaczmariski to approve Resolution 10-08-19-02 to Withdraw from the WI Public Employer's Group Health Insurance Program. Motion carried 6-0 on roll call.

#### **25. Ordinance to amend Ch.6.03(2) entitled Traffic Code-Other Intersection Controls**

Due to adding Seymour Street in the spring, more development is being constructed, and stop sign placement is needed. Chief Loudon concurs that for safety reasons, sign placement is recommended.

Motion Matoushek, second Westphal to adopt Ordinance 19-06 to amend Chapter 6.03(2) entitled Traffic Code for stop sign placement at Seymour Street and Taft Lane. Motion carried 6-0 on roll call.

#### **CONSIDERATION - ACTION**

#### **26. Authorization to fill Lieutenant Investigator Position and Establish Pay Range**

Chief Loudon requests authorization to begin the advertisement and hiring for the position of Lieutenant Investigator. Loudon intends to advertise internally as well as externally and intends for this individual to start December 1, 2019 to allow time to train with the current Investigator prior to his retirement. Loudon would like the pay rate to be reflective of the compensation plan which was recently

Motion Vanderkin, second Vossekuil to authorize the advertisement and hiring, internally and externally, for the employment of a Lieutenant Investigator and for the rate of pay to be reflective of the compensation plan of Grade M and the range of Step 2-5. Motion carried 6-0 on roll call.

#### **27. Adoption of New Compensation Plan for Non-Represented and Non-Library Employees**

A compensation matrix, provided by the consulting firm, Carlson and Dettmann, is before the Council for consideration. The matrix is provided with Grades B-S and a range from Step 1-16.

Motion Matoushek, second Westphal to adopt the compensation matrix for all non-represented and non-library staff. Motion carried 5-1 with Kaczmariski voting Nay.

#### **28. Presentation of the 2020 Proposed Budget**

Schlieve and Kast present the proposed 2020 budget. Recommendation includes an increase to the levy of \$100,504 (3.25%). The equalized tax rate reflects \$7.35. Final budget discussion, prior to public hearing, is scheduled for October 22<sup>nd</sup>. The public hearing will be held November 12, 2019.

#### **BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS**

#### **29. Mayoral Appointment to the Waupun Recreation Board**

Motion Vanderkin, second Matoushek to accept the Mayoral appointment of Brian Markus to the Recreation Board. Motion carried 6-0 on roll call.

### **30. Real estate Acquisition Service RFP - Phase 2 of Madison St Construction (Lincoln St. to Doty St.)**

Due to the DOT grant for S. Madison Street (Lincoln to Doty), the City solicited proposals for the services from a real estate acquisition firm to acquire temporary and permanent easements. Proposals were received from:

- a. GJMA (base price \$68,850, which includes an appraisal for all 7 fee parcels. Additional appraisals (if needed) for the TLE parcels would cost \$550 each) and
- b. The Highland Group (base price to complete the 33 parcels is \$44,175. This doesn't include any appraisal parcels (assumes all parcels accept the nominal offer).

To compare, with GJMA, if you assume the 7 Fee parcels go to an appraisal process, then The Highland Group's proposed fee increases to \$51,175 (\$900 for each appraisal plus \$100 objective review for each appraisal).

Additional appraisals (if needed) for the TLE parcels would cost \$1,000 each. Also, if a partial release of mortgage is required for the fee parcels, an appraisal may be necessary.

The Board of Public Works made recommendation to the Council to award the proposal to the Highland Group.

Motion Matoushek, second Vossekul to award the real estate acquisition services proposal to The Highland Group, for the S. Madison Street grant (Lincoln St. to Doty St.), of \$44,175 (\$51,175 if disputed), plus land acquisition costs not to exceed \$15,000. Motion carried 6-0 on roll call.

#### **CLOSED SESSION**

Motion Vanderkin, second Matoushek to adjourn in closed session under Section 19.85 (1)(e) of the WI Statutes for Negotiations of Property Located at 520 McKinley Street, Waupun. Motion carried 6-0.

#### **OPEN SESSION**

Motion Matoushek, second Vanderkin to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

#### **ACTION FROM CLOSED SESSION**

No action in open session.

#### **ADJOURNMENT**

Motion Westphal, second Matoushek to duly call the meeting adjourned at 9:25pm.