



**MINUTES**  
**CITY OF WAUPUN COMMON COUNCIL SPECIAL**  
**MEETING**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, December 03, 2019 at 4:30 PM**

**CALL TO ORDER**

Mayor Nickel called the meeting to order at 430pm.

**ROLL CALL**

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

Management Staff present is Clerk Hull, Administrator Schlieve, and Fire Chief Demaa. Staff absent and excused are Attorney VandeZande, Finance Director Oosterhouse, Library Director Jaeger, Police Chief Loudon, Public Works Director Daane, Utility General Manager Posthuma, and Recreation Director Kaminski.

Other City Staff present is Economic Development Coordinator Sarah Van Buren.

Members in the audience are Chris Haas, Steve and Michelle Foote, and Robert Ballweg.

No media is present.

**CONSENT AGENDA**

Motion Vossekuil, second Kaczmariski k to approve the Consent Agenda. Motion carried 6-0 on roll call.

**ORDINANCES AND RESOLUTIONS**

**2. Ordinance to amend Ch.16.01(10) entitled Zoning Ordinance-Zoning Map: Lots 20-34 of Park Estates Subdivision**

The Plan Commission made recommendation of an ordinance to change the zoning of lots 20-34 of Park Estates Subdivision from R1 to R2 as a developer would like to construct a combination of single family and two family Homes on these lots. Due to a concern of water run-off, the developer would be required to work with city engineers to address/control water runoff in the area as part of any development plan.

Motion Westphal, second Matoushek to adopt Ordinance 19-10 to amend Ch.16.01(10) entitled Zoning Ordinance-Zoning Map to rezone Lots 20-34 of Park Estates Subdivision from the R-1 Single Family Residential Zoning District to the R-2 Two Family Residential District. Motion carried 6-0 on roll call.

**CONSIDERATION - ACTION**

**3. Certified Survey Map- Lot 1 Mayfair Estates**

The Plan Commission made recommendation to approve the Certified Survey Map for Lot 1 Mayfair Estates.

Motion Kaczmariski, second Vossekuil to approve the Certified Survey Map for Lot 1 Mayfair Estates. Motion carried 6-0 on roll call.

**4. 2020-2021 Election Inspectors**

The City Clerk is required to have the municipal body appoint Election Inspectors every two-years, no later than December 1. As the two-year term expires, December 31, 2019, the Clerk provides the names of those to be appointed for the 2020-2021 term.

Motion Westphal, second Matoushek to approve the 2020-2021 City of Waupun Election Inspectors. Motion carried 6-0 on roll call.

**5. Consideration of holding Primary Election for Office of Mayor and Aldermanic Districts 2, 4, and 6 on February 18, 2020**

The City does not have an ordinance that requires a primary be held whenever the number of candidates who qualify for the ballot is more than twice the number of seats open for an office. Because of this, we will not hold a primary regardless of the number of candidates, unless the Council makes motion upon a spring primary not later than 3 days after the deadline for filing nomination papers or Electors of the City file a sufficient petition requesting a primary within 3 days after the deadline for filing nomination papers.

Motion to deny holding a 2020 Primary Election for the local municipal races of Mayor and Aldermanic District 2, 4, and 6 if there is more than twice the number of candidates filing for these seats. Motion carried 6-0 on roll call.

**6. 2020 Fire Department Equipment Rates**

Motion Vanderkin, second Matoushek to adopt the 2020 Fire Department Equipment Rates. Motion carried 6-0 on roll call.

**7. City of Waupun Warning Sirens**

Mayor Nickel has received complaints on the City warning sirens. The sirens are locally sound Monday through Friday and County activated on Saturday. Christine Haas of 602 S Madison Street, Waupun, resides near a warning tower and requests consideration for the siren sounding to be one time per week. Chief Demaa comments that growl testing (sounded for a shorter time and at a very low volume to ensure it and all the associated hardware and monitoring equipment is in working order) could be activated instead of general testing. Westphal is not in favor of a change unless the manufacturer approves. Discussion will be tabled for the January Council meeting.

**CLOSED SESSION**

**The Waupun Common Council will adjourn in closed session under Section 19.85 (1) (e) of the WI Statutes for:**

**8. Consideration of Land Sale and Terms of Developer Agreement for Lot 1 of Mayfair Street**

Motion Vanderkin, second Mielke to adjourn in closed session under Section 19.85 (1)(e) of the WI Statutes for Consideration of Land Sale and Terms of Developer Agreement for Lot 1 of Mayfair 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 Vanderkin, second Matoushek to duly call the meeting adjourned at 5:33pm.