



MINUTES

CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 14, 2020 at 6:00 PM

CALL TO ORDER

Mayor called the virtual and teleconference 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 Vossekul, Alderman Westphal, Alderman Kaczmariski, Alderman Mielke, Alderman Matoushek, and Alderman Vanderkin. No members are absent.

Management Staff present is Attorney VandeZande, Clerk Hull, Administrator Schlieve, General Utility Manager Brooks, Police Chief Loudon, Director of Public Works Daane, Library Director Jaeger, Recreation Director Kaczmariski, Fire Chief Demaa, and Finance Director Kast.

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

Audience in attendance is Phil Cosson of Ehlers.

Media in attendance is Ken Thomas of the Daily Citizen.

PERSONS WISHING TO ADDRESS COUNCIL

No persons address the Council.

CONSENT AGENDA

Consent agenda consists of future Meetings & Gatherings, License and Permit Applications, and expenses for discussion and approval.

Next scheduled meetings for the body of the Common Council are April 21st at 530p for the Seating of the Council and April 28th at 530p for a Special Council meeting.

Motion Matoushek, second Vossekul to approve the consent agenda. Motion carried 6-0 on roll call.

ITEMS REMOVED FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION/ACTION

No items were removed for further discussion.

RESOLUTIONS AND ORDINANCES:

18. Resolution Providing for the Sale of Approximately \$3,460,000 General Obligation Refunding Bonds, Series 2020A

Due to low interest rates, Kast requests taking out new debt to pay off old debt (ballfields and Seymour St). The City issued bonds in 2011 to fund community development and took out a loan in 2019 to fund the construction of Seymour Street. This debt is attributed to TID 5. The final date of sale is scheduled for April 28, 2020.

Motion Kaczmariski, second Vanderkin to adopt Resolution 04-14-20-02 Providing for the Sale of Approximately \$3,460,000 General Obligation Refunding Bonds, Series 2020A. Motion carried 6-0 on roll call.

19. Resolution to Ratify and Approve the Downtown Business Support Program Initiated by the Waupun Community Development Authority in Response to the COVID-19 Pandemic and Safer at Home Order

The Mayor requests to table this item until later in the agenda.

CONSIDERATION - ACTION

20. Accept Resignation of Jack Dunham of the Waupun Business Improvement District

21. Accept Resignation from Derek Drews from Plan Commission

22. Accept Resignation of John Forsythe of the Fire and Police Commission

The Mayor has received resignation notices from individuals serving on Boards, Committees, and Commissions and makes request to accept those resignations. These seats will be filled at a future meeting.

Motion Vanderkin, second Vossekuil to accept the resignations from Jack Dunham, Derek Drews, and John Forsythe. Motion carried 6-0 on roll call.

23. Families First Coronavirus Response Act Paid Sick Leave Policy

This policy was brought before the Council on March 31st but tabled, however, later it was enacted under emergency order. The Families First Coronavirus Response Act provides for an extension of FMLA for the purpose of childcare needs related to COVID-19 and paid sick leave up to 80 hours for staff who meet one of six criteria as outlined in the policy. This policy exempts emergency personnel and emergency responders.

24. Families First Coronavirus Response Act Public Health Emergency Family & Medical Leave Policy addendum to the City of Waupun's FMLA Policy – Updated 4.12.20

At a prior meeting, Council adopted this policy. Recently the Department of Labor issued final regulations and corrections which were substantial enough to update the policy. Specifically, the DOL has now clarified that an employer can require an employee to use accrued paid leave instead of the 2/3s paid time for the 10 weeks of EFMLEA leave and that is reflected in the EFMLEA policy.

Motion Kaczmariski, second Matoushek to adopt the City of Waupun FFCRA Emergency Paid Sick Leave Policy and the City of Waupun FFCRA Emergency Family and Medical Leave Expansion Act Policy Addendum to the City of Waupun's FMLA Policy. Motion carried 6-0 on roll call.

25. COVID-19 BUSINESS RELIEF PROGRAM PROPOSAL

A number of businesses have taken advantage of a microloan program through Fond du Lac County and a large number of our businesses have applied for federal relief programs, however, no dollars have arrived in the market as of to-date. At present, TID 3, which encompasses our central business district and contains a large number of impacted businesses, has dollars that are currently earmarked for façade improvements and streetscaping that could be redirected to fund this program. Schlieve proposes a gap proposal that looks to provide some immediate relief to help retain businesses as they await the arrival of federal relief dollars. If approved, funds for this program could only be accessed by businesses within the TID 3 boundaries. The terms of the program provide loans in the amount of up to \$2500 will be provided for a term of 36 months at 1%. Payments may be deferred for six months from the date of the loan award. The full loan amount will be forgiven in its entirety for businesses that remain open for business for a continuous period of six months starting on the date of the loan award, or the date in which the business is released from restriction under the Wisconsin Department of Health Services Executive Order #12 as may be amended ("Safer at Home Order"), whichever is later. As resolution to support this program is before Council for consideration.

Resolution to Ratify and Approve the Downtown Business Support Program Initiated by the Waupun Community Development Authority in Response to the COVID-19 Pandemic and Safer at Home Order

Motion Matoushek, second Vossekuil to adopt Resolution 04-14-20-03 to Ratify and Approve the Downtown Business Support Program Initiated by the Waupun Community Development Authority in Response to the COVID-19 Pandemic and Safer at Home Order. Motion carried 6-0 on roll call.

26. Amendment to 2009 Business Park Promissory Note

A promissory note approved and signed on December 21, 2009, to promise the Waupun Utilities the principal sum of \$428,440 for the purchase of land in the Business Park. No principal payments have been made. An Amendment to the Promissory Note to fix the interest at 2% and establish a repayment schedule was approved and recommended by the Utility Commission for consideration.

Motion Vanderkin, second Matoushek to the amended 2009 Business Promissory Note and repayment schedule. Motion carried 6-0 on roll call.

ADMINISTRATORS CORRESPONDENCE/PRESENTATIONS**27. City of Waupun COVID-19 Update**

Council was updated on departmental procedures as it relates to COVID.

28. Boards and Commission Structure

The Mayor and Administrator have been reviewing the current structure of our Boards and Committees for possible changes, such as, the Economic Development Committee, Board of Health, Facility Advisory Committee, and the Public Works and Recreation Board. Additional information will be presented at a future meeting.

ADJOURN TO CLOSED SESSION

Motion Matoushek, second Vanderkin to adjourn in closed session under Section 19.85 (1) (c) (e) of the WI Statutes for Developer Negotiations for TID 8 Storm Water Pond, Negotiations of MVP Property in TID 5, and FFCRA Exempted Employee Benefit Considerations. Motion carried 6-0.

RECONVENE OPEN SESSION

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

ACTION FROM CLOSED SESSION

No action.

ADJOURNMENT

Motion Vossekul, second Vanderkin to duly call the meeting adjourned at 8:27pm. Motion carried 6-0.