



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, January 09, 2024 at 6:00 PM

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

The Pledge of Allegiance is heard followed by a moment of silence.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Kaczmariski, Alderman Kunz, Alderman Siebers, Alderman Matoushek, Alderman Ledesma

Council absent/excused: Alderman Westphal

Management in-person: Attorney VandeZande, Administrator Schlieve, Interim Chief Rasch, Fire Chief Demaa

Management Virtual City Clerk/Treasurer Hull, Library Director Jaeger, Finance Director Langenfeld, Recreation Director Kaminski

Management absent and excused: Utility Finance Director Stanek, General Utility Manager Brooks, Public Works Director Daane

Audience in-person: None

Audience Virtual: Jaedon Buchholz

PUBLIC HEARING

No public hearing is held.

PERSONS WISHING TO ADDRESS COUNCIL

No persons addressed the Council

RESOLUTIONS AND ORDINANCES:

1. **Ordinance to amend Ch 1.11 entitled General Government-Park and Recreation Director and Ch. 1.25(1)(2) entitled General Government- Board of Park and Recreation Commissioners**

Due to the construction and development of the senior/community center on McKinley Street, staff requests to recreate the Board of Park and Recreation, to provide guidance and policy.

Motion Matoushek, second Siebers to waive the first reading and adopt Ordinance 2024-001 to amend Ch 1.11 entitled General Government-Park and Recreation Director and Ch. 1.25(1)(2) entitled General Government-Board of Park and Recreation Commissioners. Motion carried 5-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

No discussion or action

CONSIDERATION - ACTION

2. **Appoint Fleet Management Ad Hoc Committee**

Motion Ledesma, second Matoushek to approve the creation of a Fleet Management Ad Hoc Committee to consist of Alderman Siebers, Alderman Kaczmariski, (1) City Member, (1) Utility Representative, and (1) Homan Auto Representative. Motion carried 5-0 on roll call.

3. **Offer to Purchase Land Located at N11363 State Rd 26**

An offer to purchase is presented to Council for land located at N11363 State Rd 26, Town of Chester. The City intends to annex this property for the purpose of expanding the Waupun Industrial Park. A Phase 1 environmental assessment was conducted. That assessment recommended a limited Phase 2 to assess land where an above ground fuel tank was stored on the property. A Phase 2 environmental assessment was completed per that recommendation with results negative for any soil contaminants.

Motion Matoushek, second Kunz to accept the Offer to Purchase for the land located at N11363 State Road 26 in the Town of Chester. Motion carried 5-0 on roll call.

4. Light Equipment Operator (Part-Time) Job Description

Motion Siebers, second Matoushek to approve the job description for a Part Time Light Equipment Operator. Motion carried 5-0.

5. Chief of Police Job Description

Motion Kunz, second Matoushek to approve the job description for Chief of Police. Motion carried 5-0.

MAYORAL CORRESPONDENCE/PRESENTATIONS

6. Mayoral Appointments to the Park and Recreation Commission

Motion Kunz, second Matoushek to approve the Mayoral appointments to the Park and Recreation Commission, to consist of Lexi Zarn, Doug Disch, Megan Williams, Mary Kay Gorst, Bridget Winterhack, Wanda Nick, and Alderman Ledesma. Motion carried 5-0.

CONSENT AGENDA

Motion Siebers, second Ledesma to accept the Consent Agenda and approve the monthly financial report. Motion carried 5-0 on roll call.

ADJOURNMENT

At 6:13pm, Motion Kunz, second Siebers to call the meeting adjourned. Motion carried 5-0.