



**MINUTES**  
**CITY OF WAUPUN SPECIAL COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, April 28, 2020 at 5:30 PM**

**CALL TO ORDER**

Mayor called the virtual and teleconference meeting to order at 5:30pm.

**ROLL CALL**

Council in attendance on roll call is Mayor Nickel, Alderman Vossekuil, 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.

**CONSENT AGENDA**

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

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

**RESOLUTIONS AND ORDINANCES:**

**2. Resolution Authorizing the Issuance & Sale of \$3,455,000 General Obligation Refunding Bonds, Series 2020A**

Phil Cosson of Ehlers is present. The resolution before the Council for consideration authorizes the issuance and sale of refunding of the 2019 State Trust Fund Loan and the 2011 General Obligation Bonds to obtain interest savings. The bid opening occurred today in which Baird of Milwaukee, being the only bidder, at 2.241%.

Motion Kaczmariski, second Westphal to approve Resolution 04-28-20-01 Authorizing the Issuance & Sale of \$3,145,000 General Obligation Refunding Bonds, Series 2020A. Motion carried on roll call 6-0.

**3. Ordinance to Amend Ch.1 entitled General Government for the recreation of the Board of Public Works and the Park and Recreational Director**

The proposed ordinance would revise the composition of the Board of Public Works. Discussion heard was to revise the "clerk" of the Board to be elected by the Board and for those who are to be named ex officio, non voting members of the Board, to be the Mayor, Public Works Director, and Recreation Program Director.

Motion Westphal to adopt Ordinance 20-04 to Amend Ch.1 entitled General Government for the recreation of the Board of Public Works and the Park and Recreational Director with the revision of the Board to elect the clerk to the Board, not to be appointed to the City Clerk. Motion carried 6-0 on roll call.

**CONSIDERATION - ACTION**

**4. Harmsen Ave. & Oak Lane Regional Storm Water Management Pond Agreement with MSA Professional Services Inc.**

The City is in the process of transferring their WDNR Urban Non-Point Source Construction Grant funds from the Monroe Street Pond project to this project. If approved, the City intends to construct a regional storm water management pond at the Harmsen Avenue and Oak Lane site, which was outlined in the City's December 2017 Storm Water Quality Plan Update.

Motion Vossekui, second Matoushek to accept the Harmsen Ave. and Oak Lane Storm Water Management Pond Agreement with MSA Professional Services. Motion carried 6-0 on roll call.

#### **5. Consideration of 2020-2021 Annual Renewal License Fees**

Licenses of Liquor, Operator, Soda, Dairy, Amusement, Tobacco, and Junk Dealership expire on June 30<sup>th</sup>.

According to WI Statutes, which regulates the minimum and maximum liquor license fees, the minimum fee for a Class A Liquor and Class B Liquor license is \$50. The minimum fee for Class A Fermented Malt Beverage and Class B Fermented Malt Beverage is \$0.00. City current fees: Class A Liquor \$150, Class B Liquor \$250, Class A Fermented Malt Beverage \$75, and Class B Fermented Malt Beverage \$100.

Due to COVID-19, some establishments have had to close. Due to this great hardship, the WI Tavern League has provided a request for waiving the renewal fee for amusement license (City charges \$15 per game) and Operator License (City charges \$20 – of this \$20 Operator fee, the Department of Justice invoices the City \$7 per record for the background verification).

Clerk questions the Council if they wish to waive or lower current ordinance fees temporarily due to COVID-19.

Motion Vossekui, second Matoushek to approve the State minimum for Class B Liquor and Beer Licenses; waive license fees for Soda, Dairy, and amusement; and provide a \$10 fee for Operator Licenses. Motion carried 5-1 with Mielke voting Nay.

#### **ADMINISTRATOR CORRESPONDENCE/PRESENTATIONS**

#### **6. City of Waupun COVID-19 Update**

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

Matoushek questions the status of opening of parks. Schlieve states that playgrounds are not yet lifted from the Order. Westphal looks at the batting cages (only 2 at a time) and ball fields as open green space and feels these areas would provide social distancing and yet allow our citizens to have something to do. He would like consideration for these areas. Nickel is not comfortable with opening the ball fields at this time, but does approve opening the batting cages. Daane will look at opening the batting cages next week.

Attorney VZ states the Supreme Court could make a ruling in the very short future relating to the injunction which may aid in this area.

#### **ADJOURN TO CLOSED SESSION**

Motion Vossekui, second Matoushek, to adjourn in closed session under Section 19.85 (1) (e) of the WI Statutes for Developer Negotiations for MVP Property in TID 5 and Developer Negotiations for Tanager St. in TID 8. Motion carried 6-0.

#### **RECONVENE OPEN SESSION**

Motion Kaczmariski, 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 Matoushek, second Vossekui to duly call the meeting adjourned at 7:29pm. Motion carried 6-0.