



**MINUTES**  
**CITY OF WAUPUN BOARD OF PUBLIC WORKS**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, November 11, 2025 at 4:30 PM**

**CALL TO ORDER**

Chairperson Siebers called the meeting to order at 4:30pm.

**ROLL CALL**

Members Present Include: Alderpersons: Dan Siebers, Mike Matoushek. Citizens: Dale Heeringa, Dave Rens. Ex Officio: DPW Jeff Daane. Also in attendance: City Administrator Kathy Schlieve. Absent and Excused: Bobbi Jo Kunz, Marcia Maly, Andrew Sullivan. Public: Marty and Margaret Miedema.

**PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS-**

**1. Marty & Margaret Miedema, 6 Birdie Blvd, Exterior Light at Aquatic Center**

Margaret Miedema addressed the board regarding a bright spotlight from the Utility Building at the Aquatic Center that shines through into her home, causing a glare and discomfort, especially affecting her vision due to a previous injury.

DPW Daane states the lights were installed due to break ins at the Aquatic Center and it is not a spotlight but a parking lot/area light and the City has made some adjustments to the lights to try and help.

**FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS**

**2. Next Regularly Scheduled Meeting: Tuesday, December 9, 2025, 4:30 p.m. Waupun City Hall, 201 E Main Street, Waupun, WI**

**CONSIDERATION - ACTION**

**3. Prior Minutes**

Motion Matoushek, second Rens to approve minutes from October 14, 2025 Board of Public Works Meeting

**4. Five-Year Street Plan 2026-2030**

DPW Director Daane presents updated 5 year street plan and reviews what is planned for each year. Daane also mentioned that they have applied for a grant from LRIP and looking into possibly applying for an ARIP grant and to apply for any grant they need to have an updated street plan. Motion Matoushek, second Heeringa to approve 5 year street plan. Carried unanimously.

**5. Soft Wash Exterior of Library**

Daane presented two quotes for cleaning the exterior of the Library from SparkleWash and Grime Fighters. Daane recommends SparkleWash as it came in with the lower quote. Both companies use softwash and treatment typically lasts for 2-3 years. Motion Rens, second Matoushek to approve SparkleWash quote for \$4,231.95. Carried unanimously.

**6. HP Designjet T2600mfp-sr Wide-Format Printer**

Group discussed purchase of large format printer. Daane explains that there is a discount if ordered by end of year. Marco provided quote with Sourcewell as well as non-Sourcewell printing. Motion Matoushek, second Rens to approve the purchase of the printer for \$10,063, contingent on approval of 2026 budget by the Common Council. Carried unanimously.

## **DISCUSSION**

### **7. Department Report for October 2025**

Daane provides an overview of his department report, noting that yard waste pickup has been extended a week. Staff time has been spent on cleanup of the Vande Zande farm site and getting ready for winter.

Rens asks for a review of public comment light concern. Group agrees to research the issue further and discuss at a future meeting.

## **ADJOURNMENT**

Motion Matoushek, second Rens to adjourn this meeting at 5:05pm. Carried unanimously.