



**MINUTES**  
**CITY OF WAUPUN**  
**BOARD OF PUBLIC WORKS MEETING**  
**201 E Main St**  
**Tuesday, January 12, 2021 at 4:30 PM**

**VIDEO CONFERENCE AND TELECONFERENCE**

**The Waupun Board of Public Works met at 4:30 pm on Tuesday, January 12, 2021 at 4:30 pm.**

**CALL TO ORDER**

Chairman Ryan Mielke called the meeting to order at 4:33 PM

**ROLL CALL**

Roll call was taken members present:

Alders—Mike Matoushek, Ryan Mielke (Chair), Bobbie Vossekuil

Citizens—Dale Heeringa, Brian Markus (departed - 4:54PM), Jessica Mueller (arrived - 4:37PM), Gregg Zonnefeld (departed - 5:06PM)

Ex-officio—Mayor Julie Nickel, City Administrator Kathy Schlieve, DPW Director Jeff Daane, Recreation Director Rachel Kaminski

**PERSON WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS**

There were no guests for public comment.

**FUTURE MEETINGS AND GATHERINGS OF THE BOARD OF PUBLIC WORKS**

Next meeting will be February 9th at 4:30 PM.

**CONSIDERATION - ACTION**

1. Approve minutes of the November 10, 2020 Board of Public Works Meeting.  
Minutes of the November 10th meeting were presented. Motion (Nickel/Matoushek) for approval.  
**MOTION CARRIED (7-0)**
2. Ordinance Amendment – Install stop signs on Tanager Street  
DPW Director Daane presented a proposal to add two stop signs at the west and east ends. Motion (Vossekuil/Markus) to approve the ordinance amendment and forward to the Common Council for action/approval. **MOTION CARRIED (7-0)**
3. Madison Street Bridge Repair Quote  
DPW Director Daane reported on the inspection report on the bridge on North Madison Street. The work would be a month-long process in partnership with the County and the DOT. Project is tentatively set to begin on May 10<sup>th</sup>. Motion (Nickel/Zonnefeld) to give approval to the quote from Fond du Lac County with assistance from City of Waupun staff. **MOTION CARRIED (8-0)**
4. Waupun Dam – Auxiliary Spillway concept designs  
DPW Director Daane presented a report on an auxiliary design of the spillway from MSA. This is a consistent challenge for staff whenever there is a heavy rain. Two options were presented for investigation. The Commission directed Daane to pursue some cost options for the project and potentially moving the statue and report at a future meeting.
5. Ordinance Amendment – Update Winter Parking  
There have been several changes in wording that have been needed in our current winter parking ordinance as recommended by the City Attorney. This allows citizens to park in the city parking lots anytime there is

not snow. The Police Department was involved in the review. Motion (Zonnefeld/Nickel) to approve the changes and updates to the ordinance. **MOTION CARRIED (7-0)**

6. Waupun closed landfill monitoring for 2021  
We are required by law to send closed landfill monitoring reports to the Department of Natural Resources. Motion (Nickel/Heeringa) is made to engage MSA for these services. **MOTION CARRIED (7-0)**
7. ADA Canoe/Kayak launch for Shaler Park  
Following a fundraising campaign and securing a DNR grant, the City is able to contribute the remainder of the funds for this project. Motion (Nickel/Matoushek) to approve Sourcewell bid from EZ Dock for this project, with installation by City Crew. **MOTION CARRIED (7-0)**
8. Newton & Rock Avenue Project update  
DPW Director Daane reported on last week's public information meeting, which had positive responses from citizens. Phase I will be going out to bid in late January, with work slated for this summer. All easements also have been satisfactorily completed.
9. South Madison Street Project Update  
The gas company is doing the relocation and installation of the new gas lines. Today was the bid deadline to the DOT, so we should hear as early as tomorrow on the final bids being awarded. Projected start date is in late March.
10. Recreation Update  
Director Rachel Kaminski shared her recreation report. She is currently bringing the virtual world of Zoom to seniors and it is working out well. She has numerous programs scheduled and posted for seniors to join and participate in for the month of January and February. Rachel has also incorporated Ms. Hull's 3rd grade class for senior programing. Rachel stated that she will be bringing information regarding the pool to next month's meeting.

#### **ADJOURNMENT**

Motion (Vossekuil/Matoushek) to adjourn the meeting of the BPW at 5:14PM. **MOTION CARRIED (7-0)**

Respectfully submitted,  
Gregg Zonnefeld  
BPW Clerk