



**MINUTES
CITY OF WAUPUN
BOARD OF PUBLIC WORKS MEETING
201 E Main St
Tuesday, February 9, 2021 at 4:30 PM**

VIDEO CONFERENCE AND TELECONFERENCE

The Waupun Board of Public Works met at 4:30 pm on Tuesday, February 9, 2021 at 4:30 pm.

CALL TO ORDER

Chairman Ryan Mielke called the meeting to order at 4:31 PM

ROLL CALL

Roll call was taken members present:

Alders—Mike Matoushek (arrived 4:42), Ryan Mielke (Chair), Bobbie Vossekuil (departed 5:00)

Citizens—Dale Heeringa, Brian Markus (absent with notification), Jessica Mueller, Gregg Zonnefeld

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

Guest—Drew Buteyn, Dodge County YMCA Aquatic Director

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 March 9th at 4:30 PM.

CONSIDERATION - ACTION

1. Approve minutes of the January 12, 2021 Board of Public Works Meeting.
Minutes of the January 12th meeting were presented. Motion (Heeringa/Vossekuil) for approval. **MOTION CARRIED (5-0)**
2. Park Rental rates and dates were presented DPW Director Jeff Daane. He recommends that parks open as scheduled on April 1st, with a June 1st date for rentals. Recreation Director Rachel Kaminski discussed the rates for rental, which have been \$30 for residents and \$35 for non-residents, with McCune rentals at \$45 and \$50 because it includes the concessions area. Motion (Zonnefeld/Vossekuil) to approve a June 1st open date for park rentals, with fees to be finalized at the March meeting. **MOTION CARRIED (5-0)**
3. 2021 Waupun Family Aquatic Center dates, times, rates, swim lessons, and events.
Recreation Director Rachel Kaminski and Dodge County YMCA Aquatics Director Drew Buteyn reported on plans, with contingency for COVID. This would involve a window with the pool opened from June 5-August 22. Buteyn will report back to the BPW next month.
4. 2021 Equipment Rates
DPW Director Daane shared the equipment rental schedule for the coming year. Motion (Zonnefeld/Matoushek) to give approval to the proposed equipment rental rates for 2021. **MOTION CARRIED (5-0)**
5. Review 2022-2029 Street Plan
Annually the long-range street plan is put together in cooperation between DPW Director Daane and Waupun Utilities, examining overlay in even years and major capitalized projects in odd numbered years. Motion (Heeringa/Mueller) to approve the plan for 2022-2029. **MOTION CARRIED (5-0)**
6. Transportation Utility Feasibility Discussion
At the last Committee of the Whole meeting, there was a discussion on alternative funding opportunities to offset growing costs of operations. DPW Director Daane gave an overview on potential sources that could be available and methods used by other communities. After research, an examination has been made for a Transportation Utility, which utilizes a traffic count to determine assessment. An RFP has been put out for doing a feasibility study for analysis by city staff and then moved forward to the DPW a recommendation at the March meeting.

7. Recreation Update

Director Rachel Kaminski shared her recreation report. Plan is to open up March 1st for in-person programming with protective protocols in place. Response has been extremely positive from the community. Virtual programming will still be available for those who are not able or choose not to participate on an in-person level. Excel2BeWell has donated machines to the Senior Center to open up new positive options for our users. DPW Director Daane shared that a cleaning service will be handling cleaning, both prior to and after re-opening.

ADJOURNMENT

Motion (Heeringa/Matoushek) to adjourn the meeting of the BPW at 5:25PM. **MOTION CARRIED (5-0)**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gregg Zonnefeld", written over a horizontal line.

Gregg Zonnefeld, BPW Clerk