



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, February 13, 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 Kaczmarek, Alderman Kunz, Alderman Siebers, Alderman Matoushek, Alderman Ledesma, Alderman Westphal

Council absent/excused:

Management in-person: Attorney VandeZande, Administrator Schlieve, Interim Chief Rasch, Asst. to the Fire Chief Beer, Finance Director Langenfeld, Recreation Director Kaminski, General Utility Manager Brooks, Public Works Director Daane

Management Virtual: City Clerk/Treasurer Hull

Management absent and excused: Utility Finance Director Stanek, Fire Chief Demaa, Library Director Jaeger

Audience in-person: Gregg Zonnefeld Central WI Christian Director of Advancement, Todd Snow Municipal Court Judge, Mark Buteyn Head of Central WI Christian; Jason Whitford, Jaedon Buchholz

Audience Virtual: Thomas Hubert and Eric Tesch of Trane Technology

PUBLIC HEARING

No public hearing is held.

PERSONS WISHING TO ADDRESS COUNCIL

1. Gregg Zonnefeld, Director of Advancement-Central WI Christian Update

Mark Buteyn, Head of Waupun Christian School, provides an update of school proceedings.

2. Todd Snow, Municipal Court Judge

Judge Snow discussion of truancy ordinance.

Jason Whitford comes before the Council providing his opinion on the purchasing policy and believes the City should purchase within the limits.

RESOLUTIONS AND ORDINANCES:

3. Resolution Authorizing 2023 Budget Amendments in a Series of Funds

Motion Matoushek, second Ledesma to approve Resolution 02-13-24-01 Authorizing 2023 Budget Amendments in a Series of Funds. Motion carried 6-0 on roll call.

4. Resolution Approving the Carry Forward of Unexpended 2023 Appropriations

A resolution for consideration is before the Council as unexpended appropriations as of December 31, 2023, in the amount of \$581,709, are requested to be carried forward to the 2024 budget year.

Motion Ledesma, second Siebers to approve Resolution 02-13-24-02 Approving the Carry Forward of Unexpended 2023 Appropriations. Motion carried 6-0 on roll call.

5. Ordinance to amend Ch.8.14 entitled Orderly Conduct-Sexting by Minors Restricted

At the July 11, 2023 Common Council meeting, Council directed the City Attorney to create/amend a City ordinance for future Council consideration, for the purpose of providing a definition and the violations of Sexting. Attorney VandeZande provides a draft ordinance for Council review.

Motion Matoushek, second Siebers to accept the first reading of the ordinance to amend Ch.8.14 entitled Orderly Conduct-Sexting by Minors Restricted. Motion carried 6-0 on roll call.

6. Ordinance to amend Ch.8.04(8) entitled Orderly Conduct-Trespass to Dwellings

At the November 28, 2023 Common Council meeting, Council directed the City Attorney to create/amend a City ordinance for future Council consideration, for the purpose of providing a definition and the violations of trespassing.

At the January 30, 2024 Council meeting, the Council reviewed the proposed ordinance, drafted by Attorney VandeZande, and accepted the ordinance as a first reading.

The proposed ordinance is again before the Council for consideration of a second reading and/or adoption.

Motion Matoushek, second Ledesma to waive the second reading and adopt Ordinance 2024-002 to amend Ch.8.04(8) entitled Orderly Conduct-Trespass to Dwellings. Motion carried 6-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS (Roll Call Motion)

7. 2024 Department of Public Works Equipment Rates

Motion Ledesma, second Siebers to adopt the 2024 Public Works Equipment rate. Motion carried 6-0 on roll call.

8. 2024 Asphalt Paving Contract Bid

The City of Waupun received three (3) bids for the 2024 Asphalt Paving Railroad Tracks contact: Northeast Asphalt \$146,495.60; Kartechner Brothers \$148,319, Tri-County Paving \$181,060.63. The Board of Public Works made recommendation to award the low bid \$146,495.60 from Northeast Asphalt for the 2024 Asphalt Paving Railroad Tracks contact.

Motion Kunz, second Matoushek to award the 2024 Asphalt Paving Railroad Tracks contract to Northeast Asphalt at The lowest bid of \$146,495.60. Motion carried 6-0 on roll call.

9. Community/Senior Center Door access and Security Camera systems

Motion Ledesma, seconded by Siebers to award the Community Center/Senior Center Door Access and Security Camera Systems Pros4 at the low bid of \$24,003.48 and a monthly charge of \$96 for cloud hosting. Motion carried 6-0 on roll call.

10. Heritage Museum Restoration (Tuck pointing and front Step repair)

Motion Ledesma, seconded by Kunz to award the Heritage Museum restoration project to Cedar Corporation, at the low bid of \$17,000. Motion carried 6-0 on roll call.

11. 2024 Chevrolet Silverado 1500 4WD Regular Cab

Kaczmarek informs the Council that the Board of Public Works reviewed the quotes received for a 2024 ½ ton pickup truck: Ewald \$39,017, Holiday \$39,908.60, Homan Auto \$39,911, and Napleton \$41,334.50. Homan Auto resubmitted their quote providing \$39,407 which complies with the City of Waupun Purchasing Policy. Board of Public Works made recommendation to Council to award the bid for the purchase of 2024 Chevrolet Silverado 1500 4WD Regular Cab to Homan Auto with the revised quote and to review the purchasing policy. Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

12. 2023 City of Waupun Housing Fee Report

Motion Matoushek, second Siebers to approve the 2023 City of Waupun Housing Fee Report. Motion carried 6-0.

13. Letter of Intent with Trane Technologies

Motion Siebers, second Kunz to authorize the City Administrator (or designee) to enter into an agreement with Trane Technologies to engineer safety improvements at the current community/ice rink as presented. It is understood that if the city does not contract Trane Technologies to complete the installation of engineered improvements in the timelines outlined in the letter of intent that the city will reimburse the cost of the engineering work to Trane Technologies at a cost not to exceed \$6,800. Motion carried 6-0.

14. Assign Responsibility for Youth Sports Grant Evaluation and Award Process

Motion Matoushek, second Kunz to delegate review and award recommendations of youth sports grant applications for 2024 and 2025 to the Recreation Commission. Motion carried 6-0.

15. Extension of Childcare Stabilization Grant Deadlines

Motion Siebers, second Matoushek to extend Childcare Stabilization Grant deadline to December 31, 2024 with final projects completing by June 30, 2025. Motion carried 6-0.

16. 2023 City of Waupun Taxi Statistics

Finance Director Langenfeld provides the year-end statistics for the Taxi program.

MAYORAL CORRESPONDENCE/PRESENTATIONS

17. Envision Greater Fond Du Lac Annual Meeting - March 28

Mayor Bishops informs Council and Staff regarding the annual meeting of Envision Greater Fond Du Lac.

CONSENT AGENDA

Motion Siebers, second Kunz to accept the Consent Agenda. Motion carried 6-0 on roll call.

Administrator Schlieve informs Council that Interim Police Chief Jeremy Rasch has been offered, and accepted, the position of Police Chief. Oath of Office will be offered Monday, February 19, 2024. Time to be determined in coordination with the Police and Fire Commission.

ADJOURNMENT

At 8:04pm, Motion Kunz, second Ledesma to call the meeting adjourned. Motion carried 6-0.