



**MINUTES**  
**CITY OF WAUPUN COMMITTEE OF THE WHOLE**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, July 29, 2025 at 5:30 PM**

**CALL TO ORDER**

Mayor Bishop called the meeting to order at 5:30pm.

**ROLL CALL**

**Council in-person:** Mayor Bishop, Alderman Kaczmariski, Alderman Kunz, Alderman Siebers, Alderman Westphal, Alderman Mielke

**Council Virtual-** Alderman Matoushek

**Management in-person:** Attorney VandeZande, City Clerk/Treasurer Hull, Administrator Schlieve, Public Works Daane, Fire Chief Demaa, Finance Director Langenfeld, Recreation Director Kaminski, Utility Manager Brooks, Library Director Jaeger, Police Chief Rasch

**Management Virtual:** None

**Management absent and excused:** None

**Audience in-person:** Jaedon Buchholz; Mark Homan; Jenny, Alex and Patrick Riley.

**DISCUSSION - REVIEW**

**1. Capital and Equipment Schedules**

Langenfeld provides 2026-2030 capital and equipment schedules.

**2. Public Safety Facility Needs**

Devin Flanigan, Construction Manager with Keller Inc., provides an overview of the public facilities assessment relating to fire and police departments.

**3. Debt Forecasting**

Langenfeld provides 2026-2030 Debt Forecasting for the City of Waupun.

**RESOLUTIONS AND ORDINANCES:**

**3. Ordinance to amend Ch.8.02 entitled Orderly Conduct-Animals; Care and Control to include Squirrels**

Due to complaints of feeding squirrels in vast amounts, consideration for adding squirrels to the ordinance which prohibits the keeping, harboring, feeding, possessing or maintaining specific animals in the City is provided for consideration.

4. Motion Kaczmariski, second Siebers to waive the first reading and adopt Ordinance 25-07 to amend Ch.8.02 entitled Orderly Conduct-Animals; Care and Control to include Squirrels. Motion carried 6-0 on roll call.

**5. Ordinance to amend Ch.8 entitled Orderly Conduct to create Ch. 8.15 Rummage Sales**

Discussion of the creation of an ordinance pertaining to rummage sales was discussed at June 24, 2025, Committee of the Whole meeting. City Attorney VandeZande provides a draft for the holding of rummage sales for review and consideration. Revisions will be brought forward at a future meeting.

**BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS**

No Board, Committee, Commission recommendations are heard.

**CONSIDERATION - ACTION**

**6. Agreement for Reimbursement of Floor Replacement at the Waupun Recreational Arena**

An agreement between the City of Waupun and the Waupun Hockey Association for reimbursement of floor replacement expenses at the Waupun Recreational Arena is reviewed for consideration. The Council prior

authorized \$100,000 for this purpose and staff recommend approving the agreement to facilitate the reimbursement and set the terms of agreement for maintenance of the building moving forward.

Motion Kaczmariski, second Westphal to approve the agreement between the City of Waupun and the Waupun Hockey Association for reimbursement of floor replacement at the Waupun Recreational Arena. Motion carried 6-on roll call.

#### **7. Offer to Purchase - 239 Gateway Drive**

The City has been in negotiation with Homan Auto to acquire land located at 239 Gateway Drive for the purpose of constructing a stormwater pond, a requirement of water quality as mandated by WI-DNR. The Economic Development Committee recommends approving the purchase agreement in which funding is included in the capital budget and City awarded WI-DNR grant for the construction of the pond.

Motion Siebers, second Westphal to approve the offer to purchase with Homan Auto for land located at 239 Gateway Drive in the amount of \$300,000. Motion carried 6-0 on roll call.

#### **CONSENT AGENDA**

Motion Westphal second Siebers to approve the Consent Agenda. Motion carried 6-0 on roll call.

#### **MAYORAL CORRESPONDENCE:**

Mayor reminds Council of the ribbon cutting for Kwik Trip on August 6, 2025, at 10:00am located at 3 Shaler Drive and the Waupun Business Alliance networking session on August 19, 2025, at 4:00pm located at Werner Harmsen Furniture and Total Flooring.

#### **CLOSED / OPEN SESSION:**

At 7:04p, Mayor informs the Council that we will not go into closed session for the purpose of Sale of City-Owned Property - 301 E Main Street, Waupun. Discussion and consideration will continue in open session.

#### **ACTION FROM CLOSED SESSION:**

##### **31. Sale of City-Owned Property - 301 E Main Street, Waupun**

The City has been in negotiation with Kristen Schultz of Chic Tique Girls on the sale of 301 E Main Street. Schultz offered to purchase the building at \$50,000. The Economic Development Committee voted unanimously to recommend Schultz's offer.

Motion Kaczmariski, second Mielke to approve the sale of city owned land, 301 E Main Street, Waupun, to Kristen Schultz of Chic Tique Girls. Motion carried 6-0 on roll call.

#### **ADJOURNMENT**

At 7:06p, motion Kunz, second Matoushek to duly call the meeting adjourned. Motion carried 6-0.