



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 18, 2023 at 5:30 PM

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

Pledge of Allegiance is heard, followed by a moment of silence.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Westphal, Alderman Kaczmarski, Alderman Langford, Alderman Matoushek, Alderman Siebers, Alderman Kunz

Management in-person: Attorney VandeZande, City Clerk Hull, Administrator Schlieve, Director of Public Works Daane, Fire Chief Demaa, General Utility Manager Brooks, Recreation Director Kaminski, Police Chief Loudon, Library Director Jaeger

Management Virtual: None

Management absent and excused: Utility Finance Director Stanek, Finance Director Langenfeld

Audience in-person: Mike Thurmer, Jaedon Buchholz, Tyler Loomans, Kevin & Joann Hamus, Todd Dahl, Pat Reifsnider, Lucas Dawson, Brittany Falk, David Rens, Anthony Kimble

Audience Virtual: Jason Whitford

Media: None

OATH OF OFFICE TO NEWLY SEATED COUNCIL MEMBERS

Clerk Hull offers the Oath of Office to newly elected Alderman of District 1 Westphal, District 3 Langford, and District 5 Siebers.

NOMINATION AND ELECTION OF COMMON COUNCIL PRESIDENT

Motion Matoushek to nominate Siebers. Siebers declines. Motion Westphal to nominate Kaczmarski. Second by Siebers. No other nominations are heard and nominations close.

Motion Matoushek, second Westphal to appoint Kaczmarski as Common Council President. Motion carried 6-0.

ESTABLISH DAY OF MONTH AND TIME FOR COMMON COUNCIL AND COMMITTEE OF THE WHOLE MONTHLY MEETINGS

Motion Matoushek, second Langford to hold the Common Council meeting on the 2nd Tuesday of each month at 6pm and the Committee of the Whole meeting on the last Tuesday of each month at 6pm. Motion carried 6-0.

DESIGNATION OF OFFICIAL CITY NEWSPAPER

Motion Siebers, second Kaczmarski to designate Capital Newspapers as the Official City Newspaper. Motion carried 6-0.

MAYORAL APPOINTMENT TO BOARDS, COMMITTEES, COMMISSIONS 2023-2024

Motion Matoushek, second Kunz to accept the 2023-2024 Mayoral Boards, Committees, and Commissions. Motion carried 6-0.

PERSONS WISHING TO ADDRESS COUNCIL

Welch Street home owners (Hamus, Dahl, Reifsnider) appeared in opposition of the community garden that is being constructed in their neighborhood. Council consensus for this item to go before the Committee of the Whole for further discussion.

RESOLUTIONS AND ORDINANCES:

Resolution Designating Public Depositories and Authorizing Withdrawal of City Monies

Motion Siebers, second Matoushek to adopt Resolution 04-18-23-01 Designating Public Depositories and Authorizing Withdrawal of City Monies. Motion carried 6-0 on roll call.

Resolution Suspending Waupun Common Council Standing Committee Rules through April 15, 2024

Motion Matoushek, second Kunz to adopt Resolution 04-18-23-02 Suspending Waupun Common Council Standing Committee Rules through April 15, 2024. Motion carried 6-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

Award Asphalt Paving Contract – Shoot Range Pad (Board of Public Works 4-11-23)

Sealed bids for a new shooting range to be located at the City Garage were received until Wednesday, March 29, 2023 at 11:00am, at which time there were publically opened and read aloud. Two bids were received for this project: Northeast Asphalt \$10,260 and Kartechner Brothers \$12,720.

Motion Matoushek, second Langford to award the Asphalt Paving Contract for a Shoot Range Pad to Northeast Asphalt in the amount of \$10,260. Motion carried 6-0 on roll call.

Waupun Youth Hockey Association and Rink-Tec International Inc. Contract- Installation of new concrete rink floor system at 510 E. Spring Street, Waupun (Board of Public Works 4-11-23)

The Waupun Youth Hockey Association has been working on a fund raising campaign to support floor replacement at the Community Center. The Association would like to enter into a contract with Rink-Tec to complete this project in the summer of 2025. As this is a City-owned building, a lien could be placed on the building.

Motion Kunz, second Matoushek to grant permission to Waupun Youth Hockey Association to enter into a contract with Rink-Tec International Inc. for the purpose of installing a new concrete floor system at the Community Center, located at 510 E Spring Street, Waupun, contingent on review and final approval by the City Council prior to January 2, 2025 and before authorizing contracted work to commence on city-owned property. Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

Authorization for Use of City Land - Hero's Hunt for Veterans

Brian Ball is requesting the use of the City garage landfill land for hunting purposes for Veterans.

Motion Matoushek, second Siebers the Hero's Hunt for Veterans to hunt on City land. Motion carried 6-0.

Establish City of Waupun 2023 Halloween Trick or Treating Date and Hours

As the Downtown Promotions Committee wishes to hold "Halloween on Main" for Saturday, October 28th from 1pm-4pm. Prior years, the City considers City wide trick or treating directly following Halloween on Main until 6pm.

Motion Kunz, second Matoushek to establish City of Waupun 2023 City Wide celebration of Trick or Treating on Saturday, October 28th from 4pm-6pm. Motion carried 6-0.

Fire Department Emergency Medical Responder Job Description

Motion Westphal, second Matoushek to approve the Fire Department Emergency Medical Responder Job Description. Motion carried 6-0.

MAYORAL CORRESPONDENCE/PRESENTATIONS

Recognition of National Public Safety Telecommunications Week (April 9-15)

Recognition of Municipal Treasurers Week (April 16-22) and Municipal Clerks Week (April 30-May 6)

Recognition of National Library Week (April 23-29)

Recognition of National Firefighters Day (May 4)

Recognition of Drinking Water Week (May 7-13)

Mayor provides the departmental recognitions and proclamations supporting Telecommunications, City Clerk/Treasurer, Library, Fire Fighters and Drinking Water Week.

CONSENT AGENDA

Motion Siebers, second Langford to accept the consent agenda. Motion carried 6-0 on roll call.

ADJOURNMENT

At 6:23pm, Motion Matoushek, second by Kunz to call the meeting adjourned. Motion carried 6-0.