



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, November 11, 2025 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 Westphal, Alderman Kaczmarski, Alderman Mielke, Alderman Matoushek, Alderman Siebers

Council Virtual- None

Council Absent/Excused- Alderman Kunz

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

Management Virtual: None

Management absent and excused: None

Audience in-person: Jon Venhuizen, MEUW Director of Legislative and Regulatory Relations Tyler Vorpagel, Jaedon Buchholz

Audience Virtual: None

PUBLIC HEARING

1. Public Hearing – 2026 City of Waupun Budget and Tax Levy

Motion Matoushek, second by Mielke to open the public hearing for the 2026 City of Waupun budget.

Motion

carried 5-0.

2. Close Public Hearing on 2026 Budget and Tax Levy

Motion Matoushek, second by Siebers to close the public hearing for the 2026 City of Waupun budget.

Motion carried 5-0.

3. Resolution Adopting 2026 Budget and Tax Levy

Motion Siebers, second by Matoushek to adopt Resolution 11-11-25-01 Adopting the 2026 Budget and Tax Levy. Motion carried 5-0 on roll call.

PERSONS WISHING TO ADDRESS COUNCIL

4. Jonathon VenHuizen - Fond Du Lac County Board Supervisor District 7

Fond Du Lac County Supervisor, Jonathon Venhuizen, provides updates of County proceedings.

CONSIDERATION - ACTION

5. 2026 WisDOT Public Transit Assistance Program Operating Grant Application

Motion Westphal, second by Matoushek to approve the submission of the 2026 WIDOT Public Transit Program Operating Grant application. Motion carried 5-0 on roll call.

6. Public Works On-Call Policy

Motion Siebers, second by Kaczmarski to approve the Public Works On-Call Policy. Motion carried 5-0 on roll call.

7. Holiday Light Show Display Donation

The Christmas holiday light show owned by Sam's Well Drilling has been offered to the city. Staff provides a need for storage such as a semi-trail, which would be City cost. Sam Vander Galien has offered to sell the trailers to the City that hold the equipment for \$100 per trailer. If acquired, next steps would be to form a committee to work on setup/operation of the display. This would be a 2026 initiative.

Motion Siebers, second by Matoushek to approve the purchase of two semi-trailers and to accept the holiday light display Equipment from Sam's Well Drilling. Motion carried 5-0 on roll call.

8. License-Permit Applications, Expenses

Motion Matoushek, second Siebers to approve the license and permit applications and authorize payment of expenses. Motion carried 5-0 on roll call.

DISCUSSION - INFORMATION

9. WIS-DOT Planned US151 Improvement Project IDs: 1111-03-05/65; 1111-03-05/75; 1111-03-05/79

Staff informs Council that the WIS-DOT is scheduling road repairs to US151 in 2028/2029 which includes installing a fence along Shaler Dr., from Main St/STH 49 to Lincoln St. The fence would be installed in the DOT right of way. WIS-DOT has communicated that, at the City's expense, a more decorative fence could be installed. Council requests for options of fencing be brought at a future meeting for continued discussions.

10. November-December 2025 Council Meetings due to Holidays

Council reviews the end of year calendar of meeting dates due to holidays to ensure a quorum present. November Committee of the Whole will continue November 25, 2025. December Council and Committee of the Whole meetings will be discussed at the next meeting of the Council.

CLOSED SESSION

At 6:28p, motion Siebers, second by Matoushek to adjourn in closed session under Section 19.85 (1)(e) of the WI Statutes for the purpose of Emergency Response Services Contract. Motion carried 5-0.

OPEN SESSION

At 6:58p, motion Siebers, second by Mielke to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

ACTION FROM CLOSED SESSION

No action.

ADJOURNMENT

At 6:58p, motion Kaczmariski, second Siebers to duly call the meeting adjourned. Motion carried 5-0.