



**MINUTES**  
**CITY OF WAUPUN COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, March 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 Kaczmarek, Alderman Kunz, Alderman Siebers, Alderman Westphal

**Council Virtual-** Alderman Matoushek

**Council Absent/Excused:** Alderman Ledesma

**Management in-person:** Attorney VandeZande, Administrator Schlieve, Public Works Daane, Police Chief Rasch, Fire Chief Demaa, General Utility Manager Brooks, Finance Director Langenfeld, Recreation Director Kaminski

**Management Virtual:** City Clerk/Treasurer Hull

**Management absent and excused:** Library Director Jaeger

**Audience in-person:** Tyler Vorpapel - Municipal Electric Utilities of Wisconsin; Waupun Girls Scouts group; Jeni Maly

**Audience Virtual:** None

**PERSONS WISHING TO ADDRESS COUNCIL**

**1. Tyler Vorpapel -Director of Legislative and Regulatory Relations at Municipal Electric Utilities of Wisconsin**

Tyler Vorpapel of MEUW introduces himself and provides information on MEUW.

**RESOLUTIONS AND ORDINANCES:**

**2. Resolution to amend 2025 Fee Schedule**

Additional fees have been added to the City of Waupun Fee Schedule for mobile food vendor permit, compost site permit, and stormwater ERU fee.

Motion Siebers, second by Kunz to adopt Resolution #03-11-25-01 to amend the City of Waupun 2025 Fee Schedule. Motion carried 5-0.

**3. Ordinance Ch.6.10 Traffic Code-Bicycles**

Mayor wishes to amend the age provided in the current ordinance of which is permissible to ride on sidewalks. Police Chief Rasch comments there are several items in the ordinance that could be eliminated/amended. Attorney Vandezande provides focusing on the age provision (possibly eliminate the age limit and replace with speed limit) and return in the future to review/amend further language. Alderman Westphal considers using language relating to "operating in a reckless manner" and concerns or riding on sidewalks in the downtown area.

Motion Westphal, second Kunz to eliminate the age requirement in the ordinance of Ch.6.10 Traffic Code-Bicycles. Motion carried 5-0.

**BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS**

**4. Mower/Slope Safety Policy (Public Works 3-11-25)**

The Board of Public Works recommends approval of the Mower/Slope Safety Policy provided by the City's Insurance provider, Cities and Villages Mutual Insurance Company, in order to comply with OSHA General Duty Clause 5(a)(1) standards for the purpose of providing a safe environment for employees.

Motion Siebers, second Westphal to approve the Mower/Slope Safety Policy. Motion carried 5-0 on roll call.

**5. 2025 Waupun- Hazel Pattee Flood Protection Concept Agreement (Public Works 3-11-25)**

In October 2024, the Board of Public Works approved an engineering study for flooding in the Hazel, Pattee and W. Lincoln St. area. Due to several concerns, staff request to expand the study area.

Motion Westphal, second Siebers to approve the revised 2025 Waupun- Hazel Pattee Flood Protection Concept Agreement in the amount of \$26,500. Motion carried 5-0 on roll call.

**6. 2025 Public Works Equipment Rates (Public Works 3-11-25)**

Motion Siebers, second Westphal to adopt the 2025 Public Works Equipment Rates. Motion carried 5-0 on roll call.

**7. 2024 MS4 Annual Report (Public Works 3-11-25)**

Motion Siebers, second Matoushek to accept the City of Waupun 2024 MS4 Annual Report. Motion carried 5-0 on Roll call.

**8. Library Board Resignation - Sadie Schultz (Library Board 2-19-25)**

Motion Kunz, second Siebers to accept the resignation of Sadie Schultz from the Waupun Library Board. Motion carried 5-0 on roll call.

**9. Certified Survey Map of Lot 4 of Heritage Ridge and Lot 1 of CSM#547 Located in the NW 1/4 of Section 9, T.13N. R15E, in City of Waupun, Dodge County, WI (Plan Commission 1-15-25)**

Motion Siebers, second Westphal to approve and record the CSM of Lot 4 of Heritage Ridge and Lot 1 of CSM #547 Located in the NW ¼ of Section 9, T.13N.R15E, in the City of Waupun, Dodge County, WI. Motion carried 5-0 on roll call.

**CONSIDERATION - ACTION**

**10. Scott Peters VS City of Waupun**

Motion Kaczmariski, second Siebers to authorize the payment of \$895 to Scott Peters for the damages he sustained. Motion carried 5-0.

**11. Placement of Sculpture at Waupun Community Center and Use of Tourism Dollars to Support Sculpture Selection in 2025 and 2026**

Motion Kunz, second Matoushek to authorize placement of a sculpture at the Waupun Community Center patio as part of the Waupun Sculpture tour and to complement our City of Sculpture brand. It is understood that the City will be recognized as the sponsor of this sculpture site and that \$3,000 of tourism funds will be used in 2025 to underwrite placement of What the Future Holds, and \$3,000 of tourism funds will be used in 2026 to underwrite a sculpture for the site with selection to be approved by the Common Council when a list of available sculptures is provided. Motion carried 5-0.

**12. Authorize Staff to submit application for the United Cooperative Community Giving Program Grant**

Motion Siebers, second Kunz to authorize staff to submit a grant application to the United Cooperative Community Giving Program. Motion carried 5-0.

**13. Authorize Staff to submit application for the Firehouse Subs Public Safety Foundation Grant**

Motion Kunz, second Westphal to authorize staff to submit a grant application to the Firehouse Subs Public Safety Foundation. Motion carried 5-0.

**14. Authorize Staff to Submit a Grant Application to the Dodge County Community Development Grant**

Motion Siebers, second Kunz to authorize staff to submit a grant application to Dodge County Community Development Fund. Motion carried 5-0.

**15. Authorize Purchase of DetectaChem Device as Budgeted**

Motion Kunz, second Westphal to authorize purchase of DetectaChem device as outlined in the 2025 budget in the amount of \$22,455. It is understood that the CVMIC Safety Grant (\$5K) will be applied to this capital purchase. Motion carried 5-0.

**16. Authorize Purchase of 2025 Squad from Homan Auto as Budgeted**

Motion Matoushek, second Kunz to authorize purchase of the 2025 squad replacement as outlined in the 2025 Budget from Homan Auto in the amount of \$44,951.50. Motion carried 5-0.

**CONSENT AGENDA**

Motion Kunz, second Siebers to approve the Consent Agenda. Motion carried 5-0 on roll call.

**ADJOURNMENT**

At 655p, motion Kunz, second Siebers to duly call the meeting adjourned. Motion carried 5-0.