



MINUTES
CITY OF WAUPUN SPECIAL COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, November 25, 2025 at 5:30 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 5:32pm.

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 Kaczmariski, Alderman Mielke, Alderman Siebers, Alderman Kunz

Council Virtual- None

Council Absent/Excused- Alderman Westphal, Alderman Matoushek

Management in-person: Attorney VandeZande, City Clerk/Treasurer Hull, Administrator Schlieve, Fire Chief Demaa, Finance Director Langenfeld, Police Chief Rasch

Management Virtual: None

Management absent and excused: Public Works Daane, Utility Manager Brooks, Recreation Director Kaminski, Library Director Jaeger

Audience in-person: Mike Beer, Jaedon Buchholz, Allison Schward of Municipal Code Enforcement Services

Audience Virtual: None

ORDINANCES-RESOLUTIONS

1. Ordinance to Amend Ch. 16.02(36m)(a) entitled Definitions-Recreational Vehicle

Motion Siebers, second Kaczmariski to waive the first reading and adopt ordinance 25-12 to amend Ch.6.02(36m)(a) entitled Definitions-Recreational Vehicle. Motion carried 4-0 on roll call.

2. Resolution Authorizing 2025 Budget Advances from the Business Park Fund to TID 9

Motion Kunz, second Siebers to approve Resolution 11-25-25-01 Authorizing 2025 Budget Advances from the Business Park Fund to TID 9. Motion carried 4-0 on roll call.

CONSIDERATION - ACTION

3. Electric Transmission Line Easement Parcels 14-15-99-OV-046-15; 14-15-99-OV-067-01; 14-15-99-OV-062-02

Motion Kunz, second Kaczmariski to approve the Electric Transmission Line Easement on the stated parcels and accept the compensation summary in the amount of \$8,030.51. Motion carried 4-0 on roll call.

4. Fly Me Flag Estimate for Relocation of Flagpoles

Motion Siebers, second Kunz to approve the estimate with Fly Me Flag in the amount of \$3,430.51. It is understood that ATC will reimburse the City for this expense as part of their compensation summary to expand transmission line easements. Motion carried 4-0 on roll call.

5:37pm Alderman Matoushek joins the meeting.

5. 2026 WI DOJ Drug Trafficking Response Grant

Motion Kunz, second Kaczmariski to authorize the Police Chief to submit the 2026 grant application for state aid for the WI DOJ Drug Trafficking Response Grant. Motion carried 5-0 on roll call.

DISCUSSION-REVIEW

6. Municipal Code Enforcement Pilot Program

Allison Schward of Municipal Code Enforcement Services provides an overview of their services in the area of residential/business code enforcement.

7. 2026 Compensation Scale Adjustments

Schieve provides considerations for cost of living and restructuring of the current wage scale for 2026.

CONSENT AGENDA

Council consensus is to hold the December 9, 2025 council meeting but due to holidays we will only hold any further meeting in the month of December if urgent.

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

CLOSED SESSION

At 6:15p, motion Matoushek, second Mielke to adjourn in closed session under Section 19.85 (1)(g) of the WI Statutes for Possible Litigation- 331 Bly Street. Motion carried 5-0.

OPEN SESSION

At 6:38p, motion Matoushek, 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 6:39p, motion Kunz, second Kaczmariski to duly call the meeting adjourned. Motion carried 5-0.