



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 13, 2021 at 6:00 PM

CALL TO ORDER

Mayor Nickel called the meeting to order at 6:00pm.

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 attendance on roll call is Mayor Nickel, Alderman Westphal, Alderman Vanderkin, Alderman Kaczmariski, Alderman Mielke, and Alderman Matoushek. Members absent and excused are Alderman Vossekuil.

Management Staff present is Clerk Hull, Attorney VandeZande, Administrator Schlieve, General Utility Manager Brooks, Police Chief Loudon, Director of Public Works Daane, Recreation Director Kaminski, Fire Chief Demaa, Utility Finance Director Stanek, Library Director Jaeger, and Finance Director Kast. No staff is absent.

City Staff present is Sarah VanBuren, Community and Economic Development Coordinator.

Audience in attendance is Andrea Jansen of Baker Tilly and Will Langford.

Media present is Ken Thomas of the Daily Citizen.

PUBLIC HEARING

No public hearing.

PERSONS WISHING TO ADDRESS COUNCIL

No audience appeared before the Council.

CONSENT AGENDA

Consent agenda consists of future Meetings & Gatherings, License and Permit Applications, and expenses for discussion and approval.

Motion Matoushek, second Westphal to approve the consent agenda. Motion carried 5-0 on roll call.

CONSIDERATION - ACTION

20. 2020 City of Waupun Audit Report

Andrea Jansen of Baker Tilly provide the 2020 Annual Audit findings.

Motion Kaczmariski, second Vanderkin to accept the 2020 City of Waupun audited financial statements. Motion carried 5-0 on roll call.

21. Accept Fire and Police Commission Board Member Resignation – Cronin

Carol Cronin has submitted her resignation from the Fire and Police Commission effective March 22, 2021.

Motion Matoushek, second Mielke to accept the resignation of Carol Cronin from the Fire and Police Commission. Motion carried 5-0 on roll call.

Alderman Vossekuil arrived at the Council meeting at 6:19pm.

22. Donald Pausma vs the City of Waupun Claim

The City received a Notice of Circumstance from Lakeside Legal, on behalf of Donald Pausma, who resides at N3010 County Road M, Waupun, consisting of a claims relief against the City in the amount of \$8,731.50. Pausma claims his land has been altered due to the City dumping of snow and the removal of the retaining pond, which caused flooding of his field rendering it unfarmable. The City's liability insurance company has reviewed the claim and recommends denial as the claim does not contain enough information to prove negligence on the part of the City.

Motion Matoushek, second Kaczmariski to deny the Notice of Circumstance received from Lakeside Legal, on behalf of Donald Pausma, for the claims relief against the City in the amount of \$8,731.50. Motion carried 6-0 on roll call.

23. Update COVID-19 Employment Policies

Due to the recent changes to the CDC guidelines, the COVID-19 Plan and Employment Policies have been updated for consideration.

Motion Vossekuil, second Vanderkin to approve the revised COVID-19 Plan and Employment Policies. Motion carried 6-0 on roll call.

24. Emergency Medical Responder Operations Budget

At the February 23, 2021 Special Common Council meeting, the Council approved up to \$15,000 to be used for Training of Emergency Medical Responders. Demaa request the approval of an operations budget which allows for the hiring of up to 15 EMRs with an anticipated hire date of June 1, 2021.

Motion Westphal, second Matoushek to approve the stipend model of the 2021 EMR Operations Budget which includes the hiring of up to 15 Emergency Medical Responders with funds coming out of the contingency fund. Motion carried 6-0 on roll call.

Vossekuil is excused from the meeting at 6:50pm.

RESOLUTIONS AND ORDINANCES:

25. Resolution Designating Official Authorized to Declare Official Intent Under Reimbursement Bond Regulations

Phase 1 of the Rock/Newton street reconstruction project begins in spring and the 2021 budget calls for debt issuance to fund a portion. As the 2013 pool bonds are callable on 12/1/2021, we will pursue refunding later in the year in attempt to obtain interest savings. We will issue debt late summer/early fall to combine the Rock/Newton debt issuance with the 2013 pool bond refunding. Some expenses for the Rock/Newton street reconstruction project will be incurred prior to the debt issuance, and will be paid for using city reserves. In order to reimburse the street reconstruction expenses out of the debt proceeds, a resolution is required in order to declare our intent to reimburse project expenses with proceeds from a future borrowing, and further allows the Finance Director to make the declaration for this project as well as applicable future projects.

Motion Kaczmariski, second Westphal to adopt Resolution 04-13-21-01 Designating Official Authorized to Declare Official Intent Under Reimbursement Bond Regulations. Motion carried 5-0 on roll call.

26. Resolution Suspending Waupun Common Council Standing Committee Rules Through April 15, 2022

As the current ordinance does not reflect the current practice of a Committee of the Whole, resolution is provided to authorize a temporary suspension of City of Waupun Ordinance 2.04 (1) on Standing Committees through April 15, 2022, and outlines a committee structure that will be in place through that date.

Motion Westphal, second Vanderkin to adopt Resolution 04-13-21-02 to Suspend Waupun Common Council Standing Committee Rules as outlined in City Ordinance 2.04 (1) through April 15, 2022 and adopt a temporary standing committee structure. Motion carried 5-0 on roll call.

27. Resolution to Support Shared Revenue Aid to Local Municipalities

Over the past 20 years, there has been reductions in State Shared Revenue payments and increases in services causing more of the financial burden to the local property tax payer. A resolution is provided, which emphasizes the need for a strong partnership with the state to fund critical services which are needed to maintain quality communities and attract families and businesses. The resolution calls for the state legislature to increase funding for the shared revenue program in the 2021-2023 biennium budget currently being negotiated in Madison.

Motion Matoushek, second Vanderkin to adopt Resolution 04-13-21-03 to Support Shared Revenue Aid to Local Municipalities. Motion carried 5-0 on roll call.

DISCUSSION/REVIEW

28. Utility Waste Water Treatment Plant Upgrade & Advanced Biological Nutrient Recovery System

At the April 12, 2021 Utility Commission, two resolutions were approved and are provided to the Council as informational. The First Resolution "Declaring an Agreement between the City of Waupun and Waupun Utilities for the Management of Sewer Treatment Facilities and Debt Service Obligations associated with the Wastewater Treatment Plant Upgrade and USDA Rural Development Loan Financing Repayments" is due to a request by the USDA which provides the management and debt payments are the sole responsibility to the Utilities and no burden on the City. The second Resolution, a "Resolution to Award Construction Contract for Utility Wastewater Treatment Plant Upgrade and Advanced Biological Nutrient Recovery System" is due to the construction award to Myron Construction.

ADJOURN TO CLOSED SESSION

At 7:15pm, Motion Vanderkin, second Matoushek to adjourn in closed session under Section 19.85 (1) (e) (g) of the WI Statutes for Negotiations of Marshview Hospitality Developer's Agreement TID 5 and Heritage Ridge Option in TID 7. Motion carried 5-0.

RECONVENE TO OPEN SESSION

Motion Vanderkin, second Matoushek to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

ACTION FROM CLOSED SESSION

No action.

ADJOURNMENT

Motion Vanderkin, second Mielke to call the meeting adjourned at 7:30pm. Motion carried 5-0.