



MINUTES
CITY OF WAUPUN SPECIAL COMMON COUNCIL
Virtual and Teleconference
Tuesday, February 23, 2021 at 5:30 PM

ALL TO ORDER

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

ROLL CALL

Council in attendance on roll call is Mayor Nickel, Alderman Westphal, Alderman Vossekul, Alderman Kaczmarski, Alderman Mielke, and Alderman Matoushek. Members absent and excused are Alderman Vanderkin.

Management Staff present is Clerk Hull, Attorney VandeZande, Administrator Schlieve, General Utility Manager Brooks, Police Chief Loudon, Library Director Jaeger, Director of Public Works Daane, Recreation Director Kaminski, and Finance Director Kast. Staff absent is Fire Chief Demaa and Utility Finance Director Stanek.

Other City Staff present is Sarah Van Buren, Community & Economic Development Coordinator and Code Enforcer Mike Beer.

Audience in attendance are Dan Williams, President, Strategic Management and Consulting.

Media present is Ken Thomas of the Daily Citizen.

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

2. Certified Survey Map- 707/709 Brandon Street

This was recommended to approved at the February 17, 2021 Plan Commission. This CSM will divide lot 1 with a zero lot line which is allowed by ordinance.

Motion Matoushek, second Vossekul to approve the Certified Survey Map, requested by Darrell and Jill Stibb, to divide Lot 1 of 707/709 Brandon Street, Waupun. Motion carried 5-0 on roll call

3. Residential Zoning Updates and Scope of Services from Cedar Corporation

Due to its age, the current residential zoning ordinance does not fully reflect the goals and objectives of the city and lacks essential tools for addressing contemporary land use and development issues. Cedar Corporation, the firm utilized for the Housing Study & Needs Analysis, has submitted a scope of services for this update. The estimated cost is \$10,000, of which \$4,000 would be paid for by the aging grant and TID 6 would pay for the remaining \$6,000. Upon approval, work is anticipated to commence in May and to be completed in August. The content and policy direction to develop the ordinances will come directly from the Plan Commission

Motion Matoushek, second Kaczmarski to approve the Service Agreement between the City of Waupun and Cedar Corporation to perform residential zoning code updates for an amount not to exceed \$10,000. Motion carried 5-0 on roll call.

4. Emergency Medical Responders (EMR) Deployment

Dan Williams, President, Strategic Management and Consulting, provides discussion on emergency medical responders. 911 ambulance calls and Fire Department standbys have increased. Our Fire Department is not currently trained as medical first responders. The City currently provides ambulance service through a contract with Lifestar and periodically we are experiencing response times that fall outside our standard. As demand continues to grow, we believe a proactive approach is needed to ensure quality service for our residents and are proposing the addition of an Emergency Medical Responder (EMR) unit to supplement our current ambulance service.

If approved, we will begin EMR training for our current Fire Department staff with the possibility of adding other public members as the City simultaneously works to develop an operating plan. The estimate cost for the preliminary training will not exceed \$15,000. This is not a 2020 budget item contingency funds would recommend a budget amendment if warranted.

Motion Kaczmariski, second Matoushek to approve employee emergency medical responder training not to exceed \$15,000. Motion carried 5-0 on roll call.

ADJOURNMENT

Motion Vossekui, second Matoushek to call the meeting adjourned at 6:34pm. Motion carried 5-0.