



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, May 10, 2022 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

Pledge of Allegiance is heard, followed by a moment of silence.

ROLL CALL

Council in attendance on roll call is:

In-Person: Mayor Bishop, Alderman Westphal, Alderman Kaczmarek, Alderman Matoushek, Alderman Vanderkin

Members absent and excused: Alderman Langford

Management Staff present is:

In-Person: Clerk Hull, Attorney VandeZande, Administrator Schlieve, General Utility Manager Brooks

Virtually: Library Director Jaeger, Police Chief Loudon

Staff absent and excused: Recreation Director Kaminski, Director of Public Works Daane, Finance Director Kast, Utility Finance Director Stanek, Fire Chief Demaa

Audience in attendance is:

In-Person: None

Virtual: Andrea Jansen of Baker Tilly

Media: None

CLOSED SESSION

At 5:34pm, motion Vanderkin, second Matoushek to adjourn in closed session under Section 19.85 (1) (e) (g) of the WI Statutes for negotiations of funds to invest in Waupun Industrial Park. Motion carried 4-0.

OPEN SESSION

At 6:19pm, Motion Matoushek, second Westphal to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 4-0.

Additional Staff now joined the meeting:

In-Person: Public Works Director Daane, Fire Chief Demaa

Virtually: Library Director Jaeger, Police Chief Loudon

Audience in attendance is:

In-Person: Jaedon Buchholz, Steve Hill and Carrie Hintze of Waupun Area School District, Kyle Clark, Dan Siebers, Tracie Nichols

Media:

In-Person: Ken Thomas of the Daily Citizen

ACTION FROM CLOSED SESSION

No action in open session.

PERSONS WISHING TO ADDRESS COUNCIL

2. 2021 City of Waupun Audit Report- Baker Tilly US, LLP

Andrea Jansen, Partner of Baker Tilly, provides the 2021 audit report.

Motion Matoushek, second Westphal to accept the 2021 City of Waupun Audit Report. Motion carried 4-0 on roll call.

CONSENT AGENDA

Motion Vanderkin, second Matoushek to accept the consent agenda. Motion carried 4-0 on roll call.

MAYORAL CORRESPONDENCE/PRESENTATIONS

- 20. Economic Development Week - May 9-13**
- 21. National Peace Officer Memorial Day - May 15**
- 22. National Police Week - May 15-21, 2022**
- 23. National Public Works Week- May 15-21**

Mayor makes awareness of the department recognitions.

RESOLUTIONS AND ORDINANCES:

24. Ordinance to amend Ch.16 Zoning Code

This ordinance was a recommendation by the Plan Commission to update and revise Chapter 16, Zoning Code.

Motion Vanderkin, second Westphal to waive the first reading and adopt ordinance #22-02 to amend Chapter 16 Zoning code. Motion carried 4-0 on roll call.

CONSIDERATION - ACTION

25. Appointment of Police and Fire Commission Member

Motion Vanderkin, second Matoushek to appoint Bambi Buchholz to the Police and Fire Commission. Motion carried 4-0.

26. Body Worn Cameras-Portable Audio/Video Recorders Policy

Motion Matoushek, second Vanderkin to approve the Body Worn Cameras-Portable Audio/Video Recorders Policy. Motion carried 4-0.

27. IWorQ Service Agreement for Community Development (Department) and Permit Management-Plan Review

Motion Matoushek, second Kaczmariski to approve the IWorQ Service Agreement for Community Development (Department) and Permit Management-Plan Review. Motion carried 4-0 on roll call.

28. Waupun Area School District Updates

Steve Hill and Carrie Hintze of Waupun Area School District appear before Council with concerns with the District's budget. District is considering an election referendum in November 2022.

29. Appointment of Aldermanic District 5 Seat

Clerk Hull received three letters of interest for the Aldermanic District 5 seat. Hull reminds Council, interest letters are not a requirement. Any eligible resident of this District may appear before the Council for consideration. Justin Landaal who resides at 315 Rosewood provided a letter of interest but is unable to attend due to his employment. Mr. Landaal continues to wish to be considered. Other members of the audience that appeared before the Council for consideration are Dan Siebers of 163 Harmsen Avenue, Tracie Nichols of 704 W. Spring Street, and Kyle Clark 501 Brandon Street. Westphal states he spoke with Landaal prior to the meeting and Landaal stated, due to his work/overtime, he would be interested if no one else put in for running.

Motion Westphal, second Matoushek to nominate Siebers for the Aldermanic District 5 seat.

Motion Vanderkin, second Kaczmariski to nominate Clark f or the Aldermanic District 5 seat.

Motion Vanderkin, second Kaczmarski to close nominations. Motion carried 4-0.

Mayor issues voice roll call: Westphal votes Siebers, Kaczmarski votes Clark, Matoushek votes Siebers, and Vanderkin votes Clark for the Aldermanic District 5 seat. 2-2 tie.

Mayor Bishop breaks the tie and votes Siebers. Siebers will be offered the Oath of Office at a future date.

Siebers takes his seat at the council table.

30. Mayoral Appointments to Boards, Commissions, Committees

Motion Vanderkin, second Matoushek to accept the 2022-2023 Mayoral appointments to boards, commissions, and committees. Motion carried 4-0.

31. Open Meetings Law (Informational)

Attorney VandeZande provides information to the Council of walking quorum and open meetings law.

ADJOURNMENT

At 7:53pm, Motion Vanderkin, second Matoushek to call the meeting adjourned. Motion carried 4-0.