



**MINUTES**  
**CITY OF WAUPUN COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, July 12, 2022 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**

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

**ROLL CALL**

**Council in-person:** Mayor Bishop, Alderman Westphal, Alderman Kaczmariski, Alderman Langford, Alderman Matoushek, Alderman Siebers, and Alderman Vanderkin. No members are absent.

**Management in-person:** Attorney VandeZande, Administrator Schlieve, Director of Public Works Daane, Fire Chief Demaa; Recreation Director Kaminski, General Utility Manager Brooks, Police Chief Loudon, Library Director Jaeger

**Management virtually:** Clerk Hull

**Management absent and excused:** Finance Director Kast, Utility Finance Director Stanek

**City Staff present:** None

**Audience in-person:** Jaedon Buchholz, Tracie Nichols, Zac Dickhut, Steve Bieber, Valerie Kempen, Jason Whitford.

**Media in-person:** Ken Thomas of the Daily Citizen

**PERSONS WISHING TO ADDRESS COUNCIL**

Zak Dickhut, Tracy Nichols, Valerie Kempen and Jason Whitford appear for purposes of the End of the Trail logo.

**MAYORAL CORRESPONDENCE/PRESENTATIONS**

**1. Mayoral Proclamation- Mike Werner**

Mayor proclaims the pathway, entering Shaler Park, as Mike Werner Way for his generosity and commitment to the community.

**CONSIDERATION - ACTION**

**2. Cedar Corporation Agreement for Professional Services outlined in Neighborhood Investment Fund Grant Award for Preliminary Design of Waupun Senior Center**

An agreement between Cedar Corporation and the City of Waupun for the preliminary design of a newly constructed senior center is before the Council.

Motion Kaczmariski, second Matoushek to approve the agreement with Cedar Corp for preliminary design services for the Senior Center project. Motion carried 6-0.

**3. Certified Survey Map - Kari Pattee property at 19 S. Madison St.**

Plan Commission received a Certified Survey Map (CSM) for 19 S. Madison Street. Plan Commission did not grant the CSM as the survey proposes an overlap of property lines that encroach on city property on the Northern boundary. Attorney Vande Zande indicated a quitclaim deed may clear up the property boundary issues. Daane noted that there are issues with the northern and eastern property line boundaries and both should be resolved with this CSM.

Motion Kaczmariski, second Siebers to accept the Plan Commission's recommendation and deny the approval of the CSM and the City agrees to sign a quitclaim deed but would not authorize payment of the costs. Motion carried 6-0.

#### **4. Appoint Adhoc Committee to Support Senior Center Preliminary Plan Design**

Staff are requesting that they Mayor appoint up to two council members to participate in an ad-hoc planning committee for preliminary design services of the Waupun Senior Center. In addition, the committee will include three seniors who utilize the Senior Center regularly, and partner organizations and staff members.

Motion Kaczmariski, second Matoushek approve the Mayor to appoint the Adhoc Committee to support the Senior Center Preliminary Plan Design. Motion carried 6-0.

#### **5. City of Waupun Wayfaring Sign Modifications**

Mayor provides the current, purchased wayfaring signs. Mayor is requesting, he be allowed to purchase a sticker that would go over the logo on the wayfaring signs, at his cost.

Kaczmariski believes more needs to be considered in the modifying of the signage and public comment. Westphal believes these signs had been approved prior and does not feel any change needs to happen.

Motion Westphal to go forward with placement of the current signage. No second is heard.

### **BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS**

#### **6. Selection of Date and Time of the August Council Meeting Due to Election**

Due to the August 9, 2022 Election, the Council moved the Council meeting to Monday, August 8, 2022 at 6pm at the Waupun Utilities.

### **DEPARTMENTAL UPDATES**

Department managers informed the Council of the happenings of their department.

### **CONSENT AGENDA**

Motion Vanderkin, second Matoushek to accept the consent agenda. Motion carried 6-0 on roll call.

### **ADJOURN TO CLOSED SESSION**

At 7:00pm, motion Vanderkin, second Matoushek to adjourn in closed session under Section 19.85 (1) (c) of the WI Statutes for consideration of Employment for Light Equipment Operator and consideration of Employee Performance. Motion carried 6-0.

### **RECONVENE TO OPEN SESSION**

At 7:20pm, Motion Vanderkin, second Matoushek to reconvene in open session under Section 19.85(2) of the WI Statutes.

### **ACTION FROM CLOSED SESSION**

No action in open session.

### **ADJOURNMENT**

At 7:21pm, Motion Vanderkin, second Siebers to call the meeting adjourned. Motion carried 6-0.