



A G E N D A
CITY OF WAUPUN COMMITTEE OF THE WHOLE
MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 29, 2025 at 5:30 PM

CALL TO ORDER

Mayor Bishop calls the meeting to order at 5:30pm.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Kaczmarski, Alderman Mielke, Alderman Matoushek, Alderman Siebers, Alderman Kunz

Council Virtual: Alderman Westphal

Council absent/excused: None

Management in-person: Attorney VandeZande, City Clerk/Treasurer Hull, Police Chief Rasch, Recreation Director Kaminski, Public Works Director Daane, Administrator Schlieve, Fire Chief Demaa, General Utility Manager Brooks, Finance Director Langenfeld

Management Virtual: None

Management absent and excused: Library Director Jaeger

Audience In-Person Brackson Heeringa, Braiden Komp, Josie Loomans, Gail Vanburen, Jaedon Buchholz

Audience Virtual: Andrea Jansen of Baker Tilly

PRESENTATIONS

1. Waupun Area School District Community Engagement and Leadership Project

Brackson Heeringa, Braiden Komp, Josie Loomans of the Waupun High School Community Engagement and Leadership Program providing a proposal for boardwalk lights. Proposal provides the purchase of approximately 50 lights at no expense to the City.

2. Andrea Jansen, CPA, CFE Baker Tilly US, LLP - 2024 City of Waupun Audit Report

Andrea Jansen of Baker Tilly provides the findings of the 2024 financial audit.

ORDINANCES-RESOLUTIONS

2. Schlieve: Resolution for Dissolving Tax Increment District 6

City will be closing TID 6 prior to its expiration.

4. Langenfeld: Resolution to amend 2025 Budget for Fire Department Expenses and to Reduce Overall Expenses in the General Fund

As the city budget currently exceeds the qualifications to meet the 2026 expenditure restraint payment, a budget amendment is required to allocate funds to the Fire Department for wages/expenses and to reduce the expenses budgeted in the Human Resources account.

CONSIDERATIONS FOR FUTURE MEETING OF THE COUNCIL

5. Hull: License & Permit Applications; Expenses

License and permit applications and expenses are reviewed.

6. Hull: Establish Day of the Month for Annual City-Wide Rummage Sale Event

Discussions of holding the annual city-wide rummage sale on the Saturday following Mother's day.

7. Hull: Establish City of Waupun Halloween Trick- or-Treat Date and Hours

Discussions of establishing 2025 trick or treating date and hours.

MAYORAL CORRESPONDENCE

8. Fond Du Lac County ATV/UTV Comprehensive Plan

Fond du Lac County Executive Sam Kaufman is reviewing a county wide comprehensive ATV/UTV use Ordinance and requesting surrounding communities for comment/concerns. Council consensus provides no concerns.

Mayor recognizes the following:

9. National Fallen Firefighters Memorial Weekend - May 3-4

10. Drinking Water Week- May 4-10

11. International Firefighters Day- May 4

12. Municipal Clerk's Week- May 4-10

13. National Police Week- May 11-17

14. Economic Development Week- May 11-17

CLOSE THE COMMITTEE OF THE WHOLE MEETING

Mayor Bishop closes the meeting at 6:14pm and holds a brief recess prior to opening the Special Council meeting.

CALL THE SPECIAL COMMON COUNCIL MEETING TO ORDER

Mayor Bishop calls the special council meeting to order at 6:16pm.

CONSIDERATION - ACTION

15. Authorize Waupun Area School District Community Engagement and Leadership Project

Motion Matoushek, second Kunz to authorize the Waupun Area School District Community Engagement and Leadership Project. Motion carried 6-0.

16. Accept the 2024 City of Waupun Audit Report

Motion Siebers, seconded by Matoushek to accept the 2024 City of Waupun Audit Report. Motion carried 6-0 on roll call.

17. Adopt Resolution for Dissolving Tax Increment District 6

Motion Matoushek, seconded by Siebers to adopt Resolution 04-29-25-01 for Dissolving Tax Increment District 6. Motion carried 6-0 on roll call.

18. Adopt Resolution Authorizing 2025 Budget Amendments in a Series of Accounts

Motion Kunz, second by Siebers to adopt Resolution 04-29-25-02 Authorizing 2025 Budget Amendments in a Series of Accounts. Motion carried 6-0 on roll call.

19. Approve License & Permit Applications; Expenses

Motion Matoushek, second by Siebers to approve license and permit applications and expenses. Motion carried 6-0 on roll call.

20. Designate Day of the Month for Annual City -Wide Rummage Sale Event

Motion Matoushek, second Kunz to hold city-wide rummage sale event annually on the Saturday following Mother's Day. Motion carried 6-0.

21. Designate City of Waupun Halloween Trick-or-Treat Date and Hours

Motion Matoushek, second by Siebers to hold 2025 Halloween Trick or Treating on Friday, October 31, 2025 from 4:00pm to 6:00pm. Motion carried 6-0.

CLOSED SESSION

Motion Kunz, second Matoushek to adjourn to closed session under Section 19.85 (1) (e) of the WI Statutes for the purposes of Negotiation on Consolidation of Fire Service with Towns of Waupun, Chester and Trenton. Motion carried 6-0.

OPEN SESSION

Motion Matoushek, second Mielke to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action was taken.

ADJOURNMENT

Motion Kunz, second Matoushek to call the meeting adjourned. Motion carried 6-0.