



MINUTES
CITY OF WAUPUN SPECIAL COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, November 28, 2023 at 5:30 PM

CALL TO ORDER

Mayor Bishop called the Tuesday, November 28, 2023 Special Common Council meeting to order at 5:30pm.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Westphal, Alderman Kaczmariski, Alderman Ledesma, Alderman Kunz, Alderman Siebers, Alderman Matoushek

Council absent/excused: None

Management in-person: Attorney VandeZande, Administrator Schlieve, Director of Public Works Daane, Fire Chief Demaa, General Utility Manager Brooks, Deputy Police Chief Rasch, Finance Director Langenfeld, Recreation Director Kaminski, Library Director Jaeger

Management Virtual: City Clerk/Treasurer Hull

Management absent and excused: Utility Finance Director Stanek, Police Chief Loudon

Audience in-person: Jaedon Buchholz, Matthew Jaskowiak

Audience Virtual: Jason Whitford

DISCUSSION-PRESENTATIONS

1. Review Enterprise Fleet Management Solution- Matthew Jaskowiak, Senior Account Executive for Enterprise Fleet Management

Matthew Jaskowiak, Senior Account Executive, Fleet Management (Enterprise) presented the Enterprise Fleet Management Program. This program has been initiated by municipalities across WI as a means of funding capital equipment purchases. Council agrees for future conversation for possible city participation in this program.

2. Overview of Grant Outcomes and Spending from American Recovery Plan Act Awards by US Treasury through the WI Dept of Administration

An overview of grant outcomes and spending for the EMS Flex Grant, Healthcare Infrastructure Grant, and Neighborhood Investment Fund Grant awarded through the American Recovery Plan Act via WI Department of Administration by the U.S. Department of Treasury.

CONSIDERATION - ACTION

1. 2024 WisDOT Public Transit Assistance Program Operating Grant Application

The 2024 grant application for state and federal aid for the shared-ride taxi program is due December 15.

Motion Siebers, second Matoushek to approve the submission of the 2024 WI DOT Public Transit Assistance Program Operating Grant application. Motion carried 6-0 on roll call.

2. Library Board Member Resignation - Sandra Rohrer

Library Board member, Sandy Rohrer, submitted her resignation of serving on the Library Board for 44 years due to personal reasons. Mayor provides a Proclamation for Sandy's dedicated years of service and commitment to the City of Waupun.

Motion Matoushek, second Kunzi to accept the resignation of Sandy Rohrer from the Library Board effective immediately. Motion carried 6-0.

5. Consideration to amend/recreate City Ordinance Ch.8.04(8) entitled Orderly Conduct-Trespass to Dwellings for the purpose of identifying Private Property

Motion Matoushek, second Siebers to direct the City Attorney to amend and/or recreate Ch.8.04(8) entitled Trespass to Dwellings to clarify private property. Motion carried 6-0.

ORDINANCES-RESOLUTIONS

6. Ordinance to amend all Chapters of the City of Waupun Municipal Code for the purpose of Removing Fees

Motion Westphal, second Siebers to adopt ordinance 23-09 to amend all Chapters of the City of Waupun Municipal Code for the purpose of Removing Fees Motion carried 6-0 on roll call.

7. Resolution Establishing the 2024 Schedule of Fees for the City of Waupun

The fee schedule provided for consideration contains the current 2023 fee rates to be effective January 1, 2024.

Motion Siebers, second Matoushek to adopt Resolution 11-28-23-01 Establishing the 2024 Schedule of Fees for the City of Waupun to be effective January 1, 2024. Motion carried 6-0 on roll call.

8. Ordinance to amend Ch. 6.05(3)(a)(2) entitled Traffic Code-Restricted Parking for S. Drummond St. Parking Restriction

Motion Matoushek, second Ledesma to waive the first reading and adopt Ordinance 23-10 to amend Ch. 6.05(3)(a)(2) entitled Traffic Code-Restricted Parking for S. Drummond St. Parking Restriction. Motion carried 6-0 on roll call.

CONSENT AGENDA

9. Future Meetings & Gatherings, License and Permit Applications, Expenses

Motion Westphal, second Siebers to approve the Consent Agenda. Motion carried 6-0 on roll call.

CLOSED SESSION

At 6:31pm, motion Matoushek, second Siebers to adjourn to closed session under WI Statutes Section 19.85 (1) (c) (e) (g) for the purpose of Department Management and Oversight. Motion carried 6-0.

At 6:34pm, Alderman Kunz excuses herself from the Closed Session as she serves as Ex-Officio to the Fire and Police Commission and her presence may be considered a conflict of interest.

OPEN SESSION

At 7:19pm, motion Matoushek, second Siebers 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

At 7:20pm, Motion Ledesma, second Siebers to call the meeting adjourned. Motion carried 5-0.