



**MINUTES**  
**CITY OF WAUPUN COMMON COUNCIL MEETING**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, February 11, 2020 at 6:00 PM**

**CALL TO ORDER**

Mayor Nickel 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 attendance on roll call is Mayor Nickel, Alderman Westphal, Alderman Kaczmariski, Alderman Mielke, Alderman Matoushek, and Alderman Vanderkin. Alderman Vossekuil is absent and excused.

Management Staff present is Attorney VandeZande, Clerk Hull, Administrator Schlieve, Finance Director Oosterhouse, Library Director Jaeger, Fire Chief Demaa, Deputy Lieutenant Pfalzgraf, Public Works Director Daane, Utility General Manager Posthuma, and Recreation Director Kaminski. Chief Louden s absent and excused.

Other City Staff present is Community and Economic Development Coordinator Sarah Van Buren.

Members in the audience are Jay Graff.

Media present is Kevin Haugen of WBEV/WXRO.

**PERSONS WISHING TO APPEAR BEFORE COUNCIL**

No members from the audience come before the Council.

**CONSENT AGENDA**

Motion Vanderkin, second Matoushek to approve the Consent Agenda. Motion carried 5-0 on roll call.

**ITEMS REMOVED FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION/ACTION**

No items were removed from the Consent Agenda.

**RESOLUTIONS AND ORDINANCES:**

**17. Ordinance to amend Ch.4.076 entitled Rapid Entry System**

Demaa comments on the conflicting language in the current ordinance relating to rapid entry systems, commonly referred to as “Knox Box”. Use of the words “encourage” and “shall” have created conflict on the intent of the ordinance. Demaa is requesting language in 4.076 (5) (c) be updated requiring the building owner to “immediately notify the Waupun Fire Department and provide new keys when access locks are changed or re-keyed”.

Motion Matoushek, second Mielke to waive the first reading and adopt Ordinance 20-01 to amend Ch.4.076 entitled Rapid Entry System. Motion carried 5-0 on roll call.

**CONSIDERATION - ACTION**

**18. Request to Fill Police Officer Vacancy due to Resignation**

Due to the resignation of Officer Schreiber, Lieutenant Pfalzgraf makes request to fill the position.

Motion Kaczmariski, second Westphal to approve the hiring of a Patrol Officer due to the recent vacancy. Motion carried 5-0 on roll call.

## **19. Housing Study and Needs Analysis**

Van Buren provides Cedar Corporations findings and recommendations from the housing study.

Motion Matoushek, second Kaczmarski to approve the Housing Study and Needs Analysis as presented. Motion carried 5-0 on roll call.

### **CLOSED SESSION**

Motion Vanderkin, second Matoushek to adjourn in closed session under Section 19.85 (1) **(c) (e)** of the WI Statutes for Promotion, Compensation or Performance Evaluation of City Staff, Land Acquisition Consideration for Monroe Street Pond, and Negotiations of City Owned Land in the Industrial Park. Motion carried 5-0.

### **OPEN SESSION**

Motion Vanderkin, second Matoushek to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0

### **ACTION FROM CLOSED SESSION**

No action.

### **ADJOURNMENT**

Motion Westphal, second Vanderkin to call the meeting adjourned at 7:49pm. Motion carried 5-0.