



MINUTES
CITY OF WAUPUN COMMON COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, July 9, 2019 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 Kaczmarski, Alderman Mielke, Alderman Vossekuil, Alderman Matoushek, and Alderman Vanderkin. No members are absent.

Management Staff present is Attorney VandeZande, Clerk Hull, Administrator Schlieve, Finance Director Oosterhouse, Library Director Jaeger, Fire Chief Demaa, Recreation Director Kaminski, Police Chief Loudon, Public Works Director Daane, and Utility General Manager Posthuma. No staff is absent.

Other City Staff present is Economic Development Coordinator Sarah Van Buren and Code Enforcer Mike Beer.

Those in the audience is Sam Kaufman.

Media present is Ken Thomas of the Daily Citizen.

PERSONS WISHING TO ADDRESS COUNCIL

Update of Fond Du Lac County Proceedings - Sam Kaufman, FDL County Supervisor

Sam Kaufman, Supervisor for Fond Du Lac County, is before the Council to provide an update on the proceedings and happenings of Fond Du Lac County. Fond Du Lac County Board has renewed the sales tax issue and removed the sunset provision. Did not decide on the allocation/distribution of the set aside amount of the sales tax proceeds to the municipalities. Initial thought was to set aside \$1M and distribute according to equalized value. The disagreement came in to the dollar amount as some wanted to do \$2.5M. This will not take place until 2021. Courthouse security should start this month. UW Extension Committee is reviewing County Park. They are working with the disc golf. ATV/UTV will be coming before the Board to request road access.

CONSENT AGENDA

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

CONSIDERATION / ACTION

Approve Job Description and Hourly Rate for part-time LTE Recreation Program Leader

Consideration for a job description and hourly rate for a part-time, limited term, Recreation Program Leader is before the Council. Schlieve indicates that this position is being proposed for \$15.00/hour at 8 hours per week for a limited time.

Motion Vanderkin, second Vossekuil to approve the job description for a limited-term/part-time Recreation Program Leader at the hourly rate of \$15.00. Motion carried 6-0 on roll call.

Approving the Hiring of a Limited Term Employment Recreation Program Leader

Due to a medical leave of the current Recreation Director, a request for a part-time temporary position is being proposed to fill in until the return of the Director.

Motion Vossekuil, second Vanderkin to approve the hiring of a Limited Term Employment Recreation Program Leader. Motion carried 6-0 on roll call.

Approve Agreement with ECWRP to file annual reports for housing and housing fees in accordance with Wis. Stats. 66.10013 (Housing affordability report) and 66.10014 (Housing fees report).

A Proposal and Agreement to Prepare State Required Housing Reports with Enhanced Data and Narrative for East Central Communities is before the Council. This proposal is between the City of Waupun and East Central WI Regional Planning Commission (ECWRPC). This agreement will approve for ECWRPC to file annual reports and housing fees for the City of Waupun.

Motion Matoushek, second Westphal to approve the agreement between the City of Waupun and ECWRPC for the filing of annual housing reports and fees. Motion carried 6-0 on roll call.

Overview of Housing Study RFP (*no action will be taken*)

Request for proposals for the housing study will be due July 24, 2019 at 12:00pm.

Request for Proposal for Housing Development of Spirits Fields Plat

The City of Waupun is seeking bids for the land sales from contractors interested in construction of 5 lots in Spirit Fields, located in Mayfair Estates. Construction estimated to begin the second quarter of 2020. Lots are zoned R2 for single and 2-family residential Development. Tax increment generated from the construction of homes on the site would pay 100% of the project costs related to public infrastructure improvements needed for the development.

Motion Westphal, second Matoushek to approve the request for proposal for housing development of the Spirit Fields Plat. Motion carried 5-1 on roll call with Mielke voting nay.

Establish Annual Permit Fee and Designation of Compliance Officer for Regulation of Chickens

On June 11, 2019, the Council adopted an ordinance approving the keeping of chickens in the City limits. The Council is requested to establish a permit fee, to include number of chickens per permit, and assign the duties of issuing compliance orders and citations.

Motion Westphal, second Matoushek to approve a \$15.00 permit fee, to include up to 4 chickens. Motion carried 5-1 on roll call with Matoushek voting nay.

Motion Westphal second Matoushek to appoint the duties for issuing compliance orders and citations to the Code Enforcer, which is currently occupied by Mike Beer. The Code Enforcer will seek aid from the Waupun Police Department and Building Inspector as needed. Motion carried 6-0.

RESOLUTIONS AN ORDINANCES

Existing Employer Update Resolution-Wisconsin Public Employers' Group Health Insurance Program

The City of Waupun is enrolled with Employee Trust Funds (ETF) for their health insurance program. The local Employer health insurance reference tool and the local employer manual have been updated. By creating one document for the ease of reference, ETF moved applicable contract provisions from the contract between the Group insurance Board and the participating health insurance providers into this one manual. In doing so, the prior resolution passed by Council must be revised.

Motion Vossekuil, second Matoushek to approve Resolution 07-09-19-01 Existing Employer Update Resolution Wisconsin Public Employers' Group Health Insurance Program. Motion carried 6-0 on roll call.

CLOSED SESSION

Motion Kaczmariski, second Matoushek to adjourn in closed session under Section 19.85 (1) (e) of the WI Statutes for Potential Investment of Funds - 120 E Franklin St, Land Negotiations for Tanager Street TID 8 , and Land negotiation along Oak and Fern Street. Motion carried 6-0.

OPEN SESSION

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

ACTION FROM CLOSED SESSION

No action is taken.

ADJOURNMENT

Motion Matoushek, second Westphal to duly call the meeting adjourned at 7:05pm.

Angela J. Hull, Clerk