



**MINUTES**  
**CITY OF WAUPUN SPECIAL COUNCIL MEETING**  
Waupun City Hall – 201 E. Main Street, Waupun WI  
Tuesday, April 25, 2023 at 5:30 PM

**CALL TO ORDER**

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

**ROLL CALL**

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

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

**Management Virtual:** City Clerk/Treasurer Hull

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

**Audience in-person:** Jason Whitford, Gary Chase, Jaedon Buchholz, Charles Layman, Teri Respalje

**Audience Virtual:** Jamie Gilson, Nick Thanos, Sandy Cowan, Andria Kimble, Justin

**Media Virtual:** Addison Lathers of Daily Citizen

**CONSIDERATION – ACTION**

**Community Garden Location**

At the April 18, 2023 Common Council meeting, residents from the Welch Street neighborhood appeared in opposition of placement of the community garden in their area. The following members of the audience appeared before the Council for this discussion: Jason Whitford, Gary Chase, Charles Layman, Teri Respalje, and Jaedon Buchholz. Overall discussion heard is to suspend a City community garden for the 2023 season to allow time to establish a permanent location next year.

As the placement of a community garden was approved by the Board of Public Works, this will go back to the next Board of Public Works meeting for consideration and/or action.

**Grant Request- UNPS&SW Programming – Planning Grant**

A stormwater quality master plan revealed that the City is not current in compliance with Total Maximum Daily Loads (TMDL) requirements within the city limits. The identified Best Management Practices (BMPs) were sufficient to achieve TMDL requirements for Reach R4 but were insufficient to satisfy requirements for Reaches R2 or R3. To address these shortfalls, the City of Waupun is seeking grant funding to revise its current Stormwater Quality Management Plan, with special attention in regards to Reaches R2 and R3.

Motion Matoushek, second Siebers to approve a stormwater grant application, which if awarded, a local match requirement of \$25,000 will be committed from storm water, for UNPS&SW Programming Planning Grant. Motion carried 6-0 on roll call.

**Resolution for Grant Approval for Knowles-Nelson Stewardship Grant for Local Units of Government Application**

The CDA and BID have been working on economic vitality efforts in the downtown. In the 2018 Streetscaping plan, a lack of downtown gathering space was identified as a gap and the groups have been working to address this. This request has been integrated into the update to the Comprehensive Outdoor Recreation Plan (CORP) that is being finalized now. Staff identified that the WI-DNR Knowles Stewardship Grant for Local Units of Government could provide substantial funding for this project. If awarded, this would impact the 2024-2025 capital outlay budgets for TID 3. If approved, staff will submit an application to the Knowles-Nelson Stewardship Local Units of Government Grant Fund in the amount not to exceed \$250,000.

Motion Siebers, second Langford to approve Resolution #04-25-23-01 Support for Knowles-Nelson Local Assistance Grant Application to develop downtown plaza park space in the City of Waupun. Motion carried 6-0 on roll call.

### **DISCUSSION**

#### **Overview of Near-Site Clinic and Possible Partnership with Waupun Area School District**

Jamie Gilson of USI Benefits Consultant and Nick Thanos and Sandy Cowan of SSM provide an overview of a proposed Waupun Near Site Clinic for City/Utilities employees and their family. Location of this site clinic is at the Waupun Hospital.

#### **Application Overview Ordinance Review Process and List of Priorities**

We have several ordinances which are being reviewed and updated which will go before Boards/Commissions and Council for consideration.

#### **Countywide EMS Discussion for Dodge County Update**

Dodge County held a regional EMS meeting on April 20, 2023 to discuss current challenges within the County. Alderman Kaczmarek and Siebers attended.

### **CONSENT AGENDA**

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

Motion Siebers, second Matoushek to approve the monthly financial report. Motion carried 6-0.

### **CLOSED SESSION**

At 7:17p, Motion Matoushek, second Westphal to adjourn to closed session under Section 19.85 (1) (e) of the WI Statutes for purposes of Investing Public Funds in TID 3 for Redevelopment of 434 E Main Street and Investing Public Funds to Acquire Land off Rosewood Drive. Motion carried 6-0.

### **RECONVENE TO OPEN SESSION**

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

### **ACTION FROM CLOSED SESSION**

No action in open session.

### **ADJOURNMENT**

At 7:51pm, Motion Matoushek, second by Kunz to call the meeting adjourned. Motion carried 6-0.