



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, February 09, 2021 at 6:00 PM

ALL 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 Vanderkin, Alderman Kaczmariski, Alderman Mielke, and Alderman Matoushek. Members absent and excused are Alderman Vossekuil.

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

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

Audience in attendance is Fond Du Lac County Executive Allen Buechel, Fond Du Lac County Supervisor District 6 Michael Beer, Candidate for Fond Du Lac County Circuit Court Judge Branch 3 Dawn Sabel, Dan Williams, and Andrew Christenson.

Media present is Ken Thomas of the Daily Citizen.

PERSONS WISHING TO ADDRESS COUNCIL

1. Allen J. Buechel, Fond Du Lac County Executive

Buechel provides information to the Council regarding a sales tax which will be shared with 33 other municipalities.

2. Michael C. Beer, Fond Du Lac County Supervisor District 6

Agrees with the comments from Buechel and will continue to keep the Council informed on the sales tax issue.

Candidate for Fond Du Lac County Circuit Court Judge Branch 3, Dawn Sabel, is here before the Council to introduce herself as she running for the seat on the February Election.

CONSENT AGENDA

Consent agenda consists of future Meetings & Gatherings, License and Permit Applications, and expenses for discussion and approval.

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

RESOLUTIONS AND ORDINANCES:

23. Resolution to Terminate TID 1

TID 1 was created in 1987 as industrial/distressed area and will close in 2021.

Motion Westphal, second Matoushek to approve Resolution 02-09-21-01 to terminate TID 1. Motion carried 5-0 on roll call.

24. Resolution Authorizing 2020 Budget Amendments in a Series of Funds

Kast provides 2020 budget amendments for consideration.

Motion Vanderkin, second Matoushek to approve Resolution 02-09-21-02 Authorizing 2020 Budget Amendments in a Series of Funds. Motion carried 5-0 on roll call.

25. Resolution Approving the Carry Forward of Unexpended 2020 Appropriations

A resolution for consideration is before the Council as unexpended appropriations from the Equipment Replacement Fund and the Capital Improvement Fund as of December 31, 2020 are requested to be carried forward to the 2021 budget year.

Motion Vanderkin, second Kaczmariski to approve Resolution 02-09-21-03 Approving the Carry Forward of Unexpended 2020 Appropriations. Motion carried 5-0 on roll call.

26. Resolution Approving Assignment of General Fund Balances in Accordance with Governmental Accounting Standards

The 12/31/2020 unassigned general fund balance is projected to fall above the City's financial policy of 30-40% of general fund revenues. The resolution before the Council will allow for a portion of the fund balance to be set aside ("assigned") for post-retirement benefit costs. This method of reserving funds will help the City stay within fund balance policy limits, while providing support for future post-retirement benefit costs.

Motion Westphal, second Matoushek to approve Resolution 02-09-21-04 Approving Assignment of General Fund Balances in Accordance with Governmental Accounting Standards. Motion carried 5-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

27. Consideration for High School Fire Intern position for the Waupun Fire Department

Staffing was identified in the Fire Department's 5-year strategic plan as a need to ensure meeting local needs. There are programs available within our high schools to create interest in fire service. Consideration of hiring non-paid positions named High School Fire Intern, together with the Cadet program for high school graduates, may provide for future paid-on-call firefighters for the City. This position would be made available to high school seniors and was approved unanimously by the Police and Fire Commission.

Motion Kaczmariski, second Matoushek to approve the High School Fire Intern positions for the Waupun Fire Department. Motion carried 5-0 on roll call.

28. Consideration for High School Fire Intern Job Description

Motion Vanderkin, second Matoushek to approve the High School Fire Intern job description. Motion carried 5-0 on roll call.

CONSIDERATION - ACTION

29. 2021 Public Works Equipment Rates

Daane provides the Department of Public Works equipment rates for 2021 for consideration. At the February 9, 2021 Public Works Board meeting, motion was made to recommend approval.

Motion Westphal, second Vanderkin to approve the 2021 Public Works Equipment Rates. Motion carried 5-0 on roll call.

30. 2020 City of Waupun Housing Fee Report

VanBuren provides the annual 2020 housing fee report for review and discussion.

31. COVID-19 Plan and Employment Policies Updated 2.09.2021

Schlieve provides the updated COVID-19 plan which follows current CDC guidelines.

Motion Kaczmarski, second Mielke to approve the updated COVID-19 Plan and Employment Policies. Motion carried 5-0 on roll call.

ADJOURN TO CLOSED SESSION

Motion Vanderkin, second Matoushek to adjourn in closed session under Section 19.85 (1) (g) of the WI Statutes for to Confer with Legal Counsel on Ambulance Services. Motion carried 5-0.

RECONVENE TO OPEN SESSION

Motion Vanderkin, second Matoushek 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

Motion Vanderkin, second Matoushek to call the meeting adjourned at 8:07pm. Motion carried 5-0.