



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, May 13, 2025 at 6:00 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 6:00pm.

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

The Pledge of Allegiance is heard followed by a moment of silence.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Kaczmarski, Alderman Kunz, Alderman Siebers, Alderman Matoushek

Council Virtual- Alderman Westphal

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

Management Virtual: City Clerk/Treasurer Hull

Management absent and excused: Recreation Director Kaminski, Library Director Jaeger

Audience in-person: Pastor Forsell Gappa, Zac Gappa, Matt Pierce, Jaedon Buchholz, Jeni Maly, Art Nummerdor

PERSONS WISHING TO ADDRESS COUNCIL

Church Pastor Forsell Gappa – Concerns of the Library’s homosexual pride month display.

Matt Pierce of Markesan WI – Concerns of explicit books at the Library

Zac Gappa- Concerns of explicit books at the Library

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

1. 2025-03-04 IFC Waupun Ice Rink Ammonia Ventilation Re-bid

Bids were solicited for Waupun Recreational Arena Ammonia System Ventilation and Bassett Mechanical was the only bid received.

Motion Kunz, second Matoushek to award the 2025-03-04 IFC Waupun Ice Rink Ammonia Ventilation bid to Bassett Mechanical for \$158,050. Motion carried 6-0 on roll call.

2. Generator Equipment for the Waupun Community Center

The new Community Center is equipped to generate a portion of the building in the instance of a storm and also serve as an evacuation center.

Motion Matoushek, second Kunz to authorize the purchase of a Generac Mobile diesel generator from Wolter Inc. in the amount of \$44,025. Motion carried 6-0 on roll call.

3. Offer to Purchase 18A N Madison Street as a TID 3 Expenditure in the amount of \$67,500

Economic Development Committee is recommending purchase and removal of 18A N Madison St. Waupun for the back alleyway project.

Motion Siebers, second Matoushek to approve the Offer to Purchase Agreement with JBB Investment to acquire a portion property located at 18A N. Madison Street in the amount of \$67,500 utilizing TID 3 funds. Motion carried 6-0 on roll call.

4. Offer to Purchase Portion of Parcel 292-1315-0544-004, and Town of Chester Parcels 010-1315-0433-003 and 010-1315-0911-00, Dodge County from Phoenix Investors

The City has reached agreement with Phoenix Investment to acquire approximately 5 acres of land North of Libby

St, and two parcels in the Town of Chester that run due east of the city. The two Town of Chester properties will be annexed and are needed to complete the Shaler Drive extension between Mayfair St and the travel plaza.

Motion Matoushek, second Siebers to approve the Offer to Purchase Agreement with Phoenix Investors to acquire a portion of Parcel 292-1315-0544-004, and Town of Chester Parcels 010-1315-0433-003 and 010-1315-0911-00 in Dodge County in the amount of \$325,000, and direct allocation of excess reserves from the Community Center project to finance the acquisition. Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

5. Professional Service Agreement with Cottingham & Butler to Complete a Salary Market Update

The City's compensation plan for non-represented staff was compiled in 2019 and is due for review. Cottingham & Butler will work with staff to complete a market update and analysis to ensure wages remain market competitive.

Motion Kunz, second Siebers to approve the Salary Market Update with Cottingham Butler. Motion carried 6-0 on roll call.

6. Nicole Jordi vs City of Waupun

Claim filed for medical expenses due to a fall at the Ice Arena. Cities and Villages Insurance is the City's liability firm and provides Wis. Stat. 895.52 provides immunity to municipalities for injuries that occur on city property as a result of a recreational activity and recommends denial.

Motion Matoushek, second Kaczmariski to deny the liability claim from Nicole Jordi. Motion carried 6-0 on roll call.

7. License & Permit Applications; Expenses

Motion Siebers, second Kunz to approve the license/permit applications and expenses. Motion carried 6-0 on roll call.

8. Placement of Sculpture at Waupun Community Center and Use of Tourism Dollars to Support Sculpture Selection in 2025 and 2026 (Jeni Maly)

Motion Kunz, second Matoushek to authorize selection and placement of sculptures as part of the 2025-2026 Waupun Sculpture tour and to redirect funds for 2025 sculpture sponsorship to acquisition of Catching the Wind sculpture. Motion carried 6-0 on roll call.

DISCUSSION - REVIEW

9. Ordinance to amend Ch.6.05(3) (e) entitled Traffic Code-No Parking on Industrial Drive and S Watertown St
Public Works has received and are working on parking complaints along Industrial Dr. which is due to increased semi traffic at the new loading area for Wisconsin Dairies.

Motion Matoushek, second Kunz to approve the first reading with amending Ch. 6.05(3) entitled Traffic Code to create section (e) for No Parking on Industrial Drive and S. Watertown. Motion carried 6-0.

10. Notice of Cancellation of CDBG RLF for Home Rehabilitation Program

The Department of Administration (DOA) is discontinuing the CDBG Small Cities RLF for housing, which funds the City's Housing Rehabilitation Program. We will continue with the program until HUD publishes a closure date, which is anticipated later this fall.

MAYORAL CORRESPONDENCE/PRESENTATIONS

Mayor Bishop recognized Peace Officer Memorial Day- May 15, National EMS Week- May 18-24, and National Public Works Week - May 18-24.

ADJOURNMENT

At 7:02p, motion Kunz, second Matoushek to duly call the meeting adjourned. Motion carried 6-0.