



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, May 14, 2024 at 6:00 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 6:01pm.

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, Alderman Ledesma

Council Virtual: Alderman Westphal

Management in-person: Attorney VandeZande, City Clerk/Treasurer Hull, Police Chief Rasch, Fire Chief Demaa, Library Director Jaeger, Public Works Director Daane, General Utility Manager Brooks, Finance Director Langenfeld

Management Virtual:

Management absent and excused: Administrator Schlieve, Utility Finance Director Stanek, Recreation Director Kaminski

Audience in-person: Jaedon Buchholz, Mike Beer, Jeni Maly

Audience Virtual: Andrea Jansen, Baker Tilly

PERSONS WISHING TO ADDRESS COUNCIL

1. Andreas Jansen, CPA, CFE Baker Tilly US, LLP - 2023 City of Waupun Audit Report

Andrea Jansen, Partner of Baker Tilly, provides the 2023 audit report.

Motion Matoushek, second Siebers to accept the 2023 Audit Report. Motion carried 6-0 on roll call.

RESOLUTIONS AND ORDINANCES:

2. Ordinance to amend Ch.18.04 Penalty Provisions

Ordinance is provided for creating a level of compliance with our penalty provisions.

Motion Matoushek, second Ledesma to accept the first reading of the ordinance to amend Ch. 18.04 Penalty Provisions. Motion carried 6-0 on roll call.

3. Ordinance to repeal and recreate Ch.8.08 Truancy

Motion Matoushek, second Siebers to accept the first reading of the ordinance to amend Ch. 8.08 Truancy.

Motion carried 6-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

4. Waupun Family Aquatic Center Pool Painting/Refinishing Proposals for Spring 2025

Motion Ledesma, second Kunz to authorize the expense for the painting and refinishing of the Waupun Family Aquatic Center pool to be included in the 2025 City budget and to accept the proposal for the painting and refinishing of the Waupun Family Aquatic Center pool from Coplien Painting Inc. in the amount of \$31,130, spring of 2025. Motion carried 6-0 on roll call.

5. SISP Traffic Signal Updates for Cabinets and Equipment to TS-2 for 2025

Motion Siebers, second Matoushek to authorize the expense of upgrading the traffic signal cabinets for Main St./Madison St.; Main St./Watertown St.; and Main St./Gateway Dr. to be included in the 2025 City budget and to authorize the Public Works director to place order from TAPCO, the low sales quote without Omnia partner pricing, in the amount of \$77,923. Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

6. Patrol Lieutenant Job Description

Due to Lieutenant vacancy, the Lieutenant job description has been updated to current duties reflective of the position.

Motion Kunz, second Matoushek to approve the updated Patrol Lieutenant Job Description. Motion carried 6-0.

7. Authorization for Use of City Land - Hero's Hunt for Veterans

Motion Matoushek, second Siebers to approve the Hero's Hunt for Veterans 2024 Program using City land located at the City Garage Landfill, for hunting purposes. Motion carried 6-0.

8. Alternate Sculpture Selection for Placement at Corner of W Main St. and Fox Lake Rd.

The original sculpture approved for the Horicon Bank site at the corner of W Main St. and Fox Lake Rd was sold. The sculpture "Narrow Escape", formerly "The Bird Watcher", is recommended for this location.

Motion Kunz, second Matoushek to approve the alternate sculpture, "Narrow Escape" to be located at the corner of W Main St and Fox Lake Road as part of the 2024-2025 Waupun Sculpture Tour. Motion carried 6-0.

9. Despirito Claim

The city received a claim due to injuries allegedly sustained for a trip/fall incident on a city sidewalk. The claim was submitted to our insurance carrier, Cities and Villages Mutual Insurance Company, for investigation and recommendation. A recommendation to deny was received, as the City is meeting the required standard of care and had no prior notice of any problem or any knowledge of any dangerous condition on this area of sidewalk and the City is immune from liability under Wis. Stat. 893.80 (4) discretionary immunity.

Motion Matoushek, second Ledesma to deny the claim submitted by Melissa Despirito as recommended by the City's insurance carrier, Cities and Villages Mutual Insurance Company. Motion carried 6-0 on roll call.

10. Sale of City-Owned Property - 301 E Main St.

Due to the construction of the Community Center, located on McKinley Street, the Economic Development Committee is recommending the sale of the senior center, located at 301 E Main Street. Closing of the sale would be held after relocation of the senior center to the community center. A draft RFP has been approved by the Economic Development Committee and provided for Council approval.

Motion Ledesma, second Kunz to authorize the sale of city-owned property, located at 301 E Main Street, in accordance with terms of Request for Proposal document. Motion carried 6-0 on roll call.

CONSENT AGENDA

Motion Matoushek, second Kunz to accept the monthly Finance Report and approve the Consent Agenda. Motion carried 6-0 on roll call.

MAYORAL CORRESPONDENCE/PRESENTATIONS

Mayor provides the departmental recognitions supporting National Public Works Week May 19-25 and National EMS Week May 19-25.

ADJOURNMENT

At 7:01p, motion Kunz, second Ledesma to call the meeting adjourned. Motion carried 6-0.