



**A G E N D A**  
**CITY OF WAUPUN SPECIAL COMMON COUNCIL -**  
**REORGANIZATIONAL MEETING**  
**City Hall 201 E Main Street, Waupun**  
**Tuesday, April 19, 2022 at 5:30 PM**

**CALL TO ORDER**

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

**ROLL CALL**

Council in attendance on roll call is:

**Virtually:** None

**In-Person:** Mayor Nickel, Alderman Kaczmarski, Alderman Langford, Alderman Bishop, Alderman Matoushek, Alderman Vanderkin, Alderman Westphal

**Members absent and excused:** None

Management Staff present is:

**In-Person:** Clerk Hull, Attorney VandeZande, Administrator Schlieve, Director of Public Works Daane, General Utility Manager Brooks, Fire Chief Demaa, Deputy Police Chief Rasch, Recreation Director Kaminski, Library Director Jaeger

**Virtually:** Utility Finance Director Stanek

**Staff absent and excused:** Finance Director Kast, Police Chief Loudon

City Staff present is: None

Audience in attendance is:

**In-Person:** Jaedon Buchholz, Dale and Cassandra Schmidt, Jeffrey and Gloria Schmidt, Justin Landaal, Karie Oppermann

Media in attendance: Ken Thomas of the Daily Citizen

**CONSENT AGENDA**

**1. Future Meetings & Gatherings, License and Permit Applications, Expenses**

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

**CONSIDERATION - ACTION**

**2. Job Description and Hiring of Director of Finance/Assistant City Administrator**

**3. Job Description and Hiring of Management Analyst Position**

Motion Westphal, second Matoushek to approve the job description and hiring of Director of Finance/Assistant City Administrator. Motion carried 6-0 on roll call.

Motion Kaczmarski, second Langford to approve the job description and hiring of Management Analyst Position. Motion carried 6-0 on roll call.

**ADJOURNMENT**

At 5:35pm, Motion Bishop, second Matoushek duly call the meeting adjourned. Motion carried 6-0.

There was a brief moment to allow the newly elected Council to be seated.

**CITY CLERK CALLS MEETING TO ORDER**

Clerk Hull calls the meeting to order.

### **CITY CLERK PROVIDES THE OATH OF OFFICE TO THE NEWLY ELECTED MAYOR AND ALDERMAN**

Clerk Hull offers the Oath of Office to newly elected Aldermanic District 2 Kaczmarski, Aldermanic District 4 Matoushek, Aldermanic District 6 Vanderkin, and Mayor Bishop.

### **PLEDGE OF ALLEGIANCE**

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

### **MAYORAL RECOGNITION**

#### **4. Proclamation Honoring Julie Nickel for Years of Service**

Mayor Bishop provides a proclamation in honor of Julie Nickel for her years of service and dedication to the City.

### **NOMINATION AND ELECTION OF COMMON COUNCIL PRESIDENT**

Motion Westphal, second Langford to nominate Kaczmarski as Council President.

Motion Vanderkin to nominate Matoushek as Council President. No second is heard.

Motion Matoushek, second Langford to close nominations. Motion carried 5-0 on roll call.

Motion Matoushek, second Langford to appoint Kaczmarski as Council President. Motion carried 5-0 on roll call.

### **SELECTION OF DAY OF MONTH AND TIME OF MEETING OF THE BODY OF THE COMMON COUNCIL**

Council agrees to continue with the Common Council meeting on the 2<sup>nd</sup> Tuesday of each month at 6pm and the Committee of the Whole meeting on the last Tuesday of each month at 6pm.

### **RESOLUTIONS**

#### **5. Resolution Designating Public Depositories and Authorizing Withdrawal of City Monies**

Motion Matoushek, second Kaczmarski to approve Resolution 04-19-22-01 Designating Public Depositories and Authorizing Withdraws of City Monies. Motion carried 5-0 on roll call.

#### **6. Consideration for Resolution 4-13-21-02 Suspending Waupun Common Council Standing Committee Rules Through April 15, 2022**

Motion Vanderkin, second Langford to extend the resolution to May 31, 2022. Motion carried 5-0 on roll call.

### **DESIGNATION OF OFFICAL CITY NEWSPAPER**

Consideration requests are received from Capital Newspapers and the Fond Du Lac Reporter.

Vanderkin, second Matoushek to designate Capital Newspapers as the Official City Newspaper. Motion carried 5-0 on roll call.

### **MAYORAL APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS**

This item is tabled. Due to the current vacancy of Aldermanic District 5, the Mayor will extend the boards, commission, and committees expiration date to allow time to fill this position.

### **CONSIDERATION OF ALDERMANIC DISTRICT 5 SEAT**

Motion Kaczmarski, second Langford to defer the decision to the May 10, 2022 Common Council meeting to allow the solicitation of individuals from District 5 that may wish to be considered.

### **INVOCATION OFFERED BY REV. JESSICA OOSTERHOUSE**

Invocation is provided by Rev. Oosterhouse.

### **ADJOURN**

Vanderkin, second Matoushek to call the meeting adjourned at 6:05pm. Motion carried 5-0.