



MINUTES
CITY OF WAUPUN COMMITTEE OF THE WHOLE
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, August 29, 2023 at 4:30 PM

CALL TO ORDER

Mayor Bishop calls the meeting to order at 4:30pm.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Kaczmarek, Alderman Langford, Alderman Kunz, Alderman Westphal, Alderman Siebers

Council Virtual: Alderman Matoushek

Management in-person: Attorney VandeZande, Administrator Schlieve, Police Chief Loudon

Management Virtual: City Clerk Hull

Audience Virtual: Mike Thurmer

CLOSED SESSION

Motion Kaczmarek, second Kunz to adjourn to closed session under Section 19.85 (1) (c) (e) of the WI Statutes for Police Contract Negotiations and Compensation of Non-Represented Staff. Motion carried 6-0.

RECONVENE TO OPEN SESSION

At 5:36pm, motion Langford, second Kunz to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action from closed session

A slight recess was held to allow those attending open session to be seated.

CALL TO ORDER

Mayor Bishop calls the meeting to order at 5:40pm.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Kaczmarek, Alderman Langford, Alderman Kunz, Alderman Westphal, Alderman Siebers

Council Virtual: Alderman Matoushek

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

Management Virtual: City Clerk Hull

Management absent and excused: Utility Finance Director Stanek

Audience in-person: Jaedon Buchholz, Brittany Falk, Travis Schultz, Tyler Loomans, Mike Beer

Audience Virtual: None

DISCUSSION-REVIEW FOR FUTURE CONSIDERATION

1. Street Ratings and Maintenance Costs

The Board of Public Works recommended an increase to street maintenance budgets for roads rated five (5) or higher, under PASER, to slow the deterioration of roads that need to be reconstructed. The following increases are reflected in the proposed 2024 budget: \$50,000 increase operating budget to increase chip seal/micro-seal and \$50,000 to restore Mill and Overlay budget.

City will address 19% of reconstruction needs for streets within the four (4) and under PASER categories, which currently projected as \$22.3M. Staff will develop a schedule of debt issuance that is regularly adjusted to keep pace with escalating costs. At present, we are on an every third year schedule of replacement. Staff will continue work to seek grants to minimize borrowing.

1. Aerial Ladder Truck Sourcing

Staff has been working on specifications of a bid document on a new ladder truck to replace the 1996 ladder truck. Demaa reached out to vehicle maintenance companies for recommendations of viable companies for truck purchase. Demaa is also reaching out to maintenance companies for recommendation on refurbishment. This has come back unfavorable.

2. 2024 Budget Workshop

Staff provides current, draft 2024 budget for discussion. Council provides recommendation for funding for Youth Leagues and road maintenance.

3. Athletic Facility Use Agreements

Agreements are in development for rental rates and fees for use of athletic facilities.

4. Updated Youth Sports Program DRAFT Framework

No comment- tabled.

5. City of Waupun Fee Schedule

Finance Director Langford proposes fees to be extracted within the City Municipal Code and revised into an individual fee schedule.

At 6:59pm, Alderman Matoushek exits the meeting.

CONSIDERATION-ACTION

6. Ordinance to Remove Fees from the Municipal Code and Create a Fee Schedule

Motion Siebers, second Westphal to direct the City Attorney to create/amend an ordinance to remove fees provided in the Waupun Municipal Code and the creation of a Fee Schedule, for future Council consideration. Motion carried 5-0.

7. Monthly Financial Report – July 2023

Motion Siebers, second Kunz to accept and recommend to the Common Council, the approval of the July 2023 monthly financial Report. Motion carried 5-0.

CONSENT AGENDA

9. Future Meetings & Gatherings, License and Permit Applications, Expenses

Motion Langford, second Kunz to approve the Consent Agenda. Motion carried 5-0 on roll call.

ADJOURNMENT

At 7:22pm, Motion Kunz, second Langford to call the meeting adjourned. Motion carried 5-0.