



MINUTES
CITY OF WAUPUN COMMON COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, August 13, 2019 at 6:00 PM

CALL 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 Kaczmarek, Alderman Mielke, Alderman Matoushek, and Alderman Vanderkin. Members absent and excused are Alderman Vossekuil.

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

Other City Staff present is Economic Development Coordinator Sarah Van Buren and Code Enforcer Mike Beer.

Those in the audience is Robert Ballweg of Ballweg's Real Estate, Scott Brittain and Paris Donahu of the Brittain House, Julie Hanson of ATC, Jim Hartung of Valido Homes, and Steve and Michelle Foote.

Media present is Kevin Haugen of WBEV.

PERSONS WISHING TO ADDRESS COUNCIL

Scott Brittain of the Brittain House appears before the Council in regards to the possibility of the sale of the City owned parking lot, which his customer and employees use. The City has sold the lots next to the parking lot and Brittain states he is not against expansion but concerned of what the loss of the parking lot will do to his business. He hopes he can work something out to keep a smaller lot, if needed.

CONSENT AGENDA

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

ITEMS REMOVED FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION/ACTION

No items are requested to be removed from the Consent Agenda.

CONSIDERATION - ACTION

ATC Communications Easement Petition and Resolution

Julie Hanson, Real Estate Representative for ATC, is before the Council for consideration of a Resolution Authorizing the Mayor and Common Council to Execute an Easement Grant to American Transmission Company LLC, A Wisconsin Corporation. ATC is requesting an underground easement in order to place cables to be installed in conduit to control and monitor the 69kV line associated equipment in the Waupun Main substations. Posthuma states he has been working with ATC on this and recommends the Resolution.

Motion Vanderkin, second Matoushek to approve Resolution 08-13-19-01 Authorizing the Mayor and Common Council to Execute an Easement Grant to American Transmission Company LLC, A Wisconsin Corporation. Motion carried 5-0 on roll call.

Consideration of Class B Liquor and Fermented Malt Beverage License - Jeff Collien

At the June 11, 2019 Common Council meeting, Jeff Collien of ABBJ & Investments LLC, applied for a Class B Liquor and Fermented Malt Beverage License for the business, Wine and Unwined, located at 310 E. Main Street, Waupun. At the time of the application, construction of the premises and inspections were not complete. Due to this, the Council approved the license contingent upon approval of inspections and all payments and delinquencies owed to the City be paid in full, not to exceed sixty (60) days. The sixty-day extension concluded on August 10, 2019.

Motion Kaczmariski, second Westphal to approve the Class B Liquor and Fermented Malt Beverage License to Jeff Collien of ABBJ & Investments LLC for the business Wine and Unwined, located at 310 E. Main Street, Waupun contingent upon approval of inspections and all payments and delinquencies owed to the City be paid in full, not to exceed October 31, 2019. Motion carried 5-0 on roll call.

Consideration to Award a Request for Proposal for the Housing Study and Needs Analysis Services

The City issued a Request for Proposal for services to develop a housing study based on recommendations identified in the 2040 Comprehensive Plan. Volunteers from the Waupun Community Aging Coalition reviewed the three proposals submitted (Cedar Corporation, Martenson & Eisele, and MSA). The review panel requested staff to conduct follow-up interviews for two (Cedar Corporation and MSA) of the three firms. Based on the information received during the follow-up interviews, and favorable reference checks, the review panel made recommendation for the Common Council to accept the request for proposal from Cedar Corporation.

Motion Matoushek, second Westphal to award the request for proposal to Cedar Corporation to provide the Housing Study and Needs Analysis Services in an amount not to exceed \$20,000. Motion carried 5-0 on roll call.

CLOSED SESSION

Motion Vanderkin, second Matoushek to adjourn in closed session under Section 19.85 (1) (e) of the WI Statutes for Land Negotiations for Tanager Street TID 8, Land Negotiations for Spirits Field TID 5, and Investment of public funds for property located at 520 McKinley Street. Motion carried 5-0.

OPEN SESSION

Motion Westphal, second Matoushek to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

ACTION FROM CLOSED SESSION

Investment of public funds for property located at 520 McKinley Street

Schlieve provides an option to the Waupun Historical Society for the purchase of 520 McKinley Street for \$1.00 and be executed no later than the end of the year. Closing would then occur no later than June 30, 2020. At that time, the Waupun Historical Society would need to vacate the building of all their possessions. The City would then be looking for a developer for the site, considering financing for demolition, and returning to council with a developer's agreement by the end of the year.

Motion Matoushek, second Kaczmariski to approve the option to purchase 520 McKinley Street as presented for the price of \$1. It is understood, that the City would incur additional costs associated with building demolition but that those costs will be outlined prior to execution of the option to purchase. Motion carried 5-0 on roll call.

ADJOURNMENT

Motion Vanderkin, second Matoushek to duly call the meeting adjourned at 8:34pm.