



MINUTES
CITY OF WAUPUN SPECIAL COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, June 24, 2025 at 5:00 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 5:00pm.

ROLL CALL

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

Council Virtual- Alderman Matoushek

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

Management Virtual: None

Management absent and excused: None

Audience in-person: Jaedon Buchholz, Cheyene Sloan

RESOLUTIONS AND ORDINANCES:

1. Ordinance to amend Ch. 8.11 entitled Orderly Conduct- Cigarette, Nicotine and Tobacco Products

Motion Siebers, second by Mielke to accept the first reading of the ordinance to amend Ch. 8.11 Entitled Orderly Conduct- Cigarette, Nicotine and Tobacco Products to reflect the federal law age minimum to purchase and possess tobacco products including cigarettes, smokeless tobacco, and e-cigarettes. Motion carried 6-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS *(Roll Call Motion)*

2. Certified Survey Map of Lands Being Located in the SE 1/4 of the SE 1/4 of Section 5, T.13N., R.15E., City of Waupun, Dodge County, Wisconsin for Phoenix Waupun Industrial Investors, LLC

Motion Westphal, second by Siebers to approve the Certified Survey Map of Lands Being Located in the SE 1/4 of the SE 1/4 of Section 5, T.13N., R.15E., City of Waupun, Dodge County, Wisconsin for Phoenix Waupun Industrial Investors, LLC. Motion carried 6-0 on roll call.

DISCUSSION-REVIEW (NO ACTION)

3. Use of WASD Restricted Funds for Athletic Facility Improvements

The balance of the restricted account of which the WASD contributes is estimated at holding a balance at year-end of \$100,963 with interest earned. This account was established for supporting maintenance at recreation facilities that WASD uses for athletic programming (The Gus, McCune ball diamond, Medema Fields and the Recreational Center). \$16,614.46 has been expensed, however there are future capital needs for all facilities which the Fund will not have adequate reserves to support the budgeted amount. Staff have had conversations with the baseball program and are recommending release of a maximum of \$80K to support needed turf replacement. The work needs to be done over the fall to have the playing surface ready for 2026 programming. Council supports this direction. A resolution providing the release will be provided at a future meeting.

4. Ordinance 11.025 Mobile Food Vehicles and Associated Fees

Discussion of the current ordinance relating to prohibiting food trucks stationed on Main Street. Mayor Bishop reads a statement from Bob Barsch of Our Bar who has stationed a food truck on Main Street in the past and wishes to continue. Other discussions include fees. Discussion to continue at a future meeting.

5. Ordinance Creation Restricting Rummage Sales and Regulating Junk in Zoning Districts

Discussion consists of ordinance creation that regulates the on-going rummage sales and properties

keeping junk.

6. Overview of GIS Enhancements and Street Rating Tools

Waupun road rating program is provided by MSA Professional Services which assists in the 5-year replacement plan.

Alderman Siebers is excused from the meeting at 6:24p.

MAYORAL CORRESPONDENCE/PRESENTATIONS

7. Park and Recreation Month - July

The month of July is Park and Recreation Month. Recreation Director Kaminski provides events she has programmed at the city parks and facilities.

CONSENT AGENDA

Motion Westphal, second Matoushek to approve the Consent Agenda and accept the monthly financials. Motion carried 5-0 on roll call.

BUDGET WORKSHOP

27. 2026 Budget Workshop

Review of the Strengths, Weaknesses, Opportunities, Challenges survey results returned from Council.

CLOSED SESSION

At 6:46p, motion Kaczmarek, second Mielke to adjourn in closed session under Section 19.85 (1)(e) of the WI Statutes for the purpose of Negotiation for Sale of City-Owned Property Located at 301 E Main Street And Negotiation for Sale of City-Owned Property Located in TID 9 and TID 7. Motion carried 5-0.

OPEN SESSION

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

ACTION FROM CLOSED SESSION

No action.

ADJOURNMENT

At 7:39p, motion Kunz, second Mielke to duly call the meeting adjourned. Motion carried 5-0.