



MINUTES
CITY OF WAUPUN SPECIAL COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, August 31, 2021 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 Vanderkin, Alderman Westphal, and Alderman Matoushek. No members are absent.

Management Staff present is:

Virtually: Clerk/Treasurer Hull, Attorney VandeZande, Administrator Schlieve, Finance Director Kast, Recreation Director Kaminski

In-Person: Fire Chief Demaa, Director of Public Works Daane

Staff absent and excused is Utility Finance Director Stanek, General Utility Manager Brooks, Police Chief Loudon, Library Director Jaeger

No other City Staff is present.

No audience is in attendance.

Media present is Ken Thomas of the Daily Citizen.

CLOSED SESSION

At 5:31pm, Motion Vanderkin, second Bishop to adjourn in closed session under Section 19.85 (1) (g) of the WI Statutes for purposes of Ambulance Services. Motion carried 6-0.

OPEN SESSION

At 5:55pm, Motion Westphal, second Vanderkin to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action in open session is taken.

CONSENT AGENDA

Vanderkin questions the room tax payment. This item will be placed on a future agenda.

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

ORDINANCES-RESOLUTIONS

3. Ordinance to amend Chapter 16 entitled Zoning Code- Adult Day Care Facility/Group Child Care Center

At the 8/25/21 Public Hearing Plan Commission meeting, a recommendation to adopt the ordinance, was heard, to add Adult Day Care Facilities and Group Child Care Centers to be allowed as Conditional Uses in the R-1 (Single Family), R-2 (Two-Family), R-3 (Multi-Family), and R-4 (Central Area Single Family) zoning districts.

Motion Bishop, second Matoushek to waive the first reading and adopt Ordinance #21-06 to amend Chapter 16.02 and 16.03 entitled Zoning Code-Adult Day Care Facility/Group Child Care Center. Motion carried 6-0 on roll call.

4. Ordinance to amendment Ch.16.01(10) entitled Zoning Code-Zoning Map

At the 8/25/21 Public Hearing Plan Commission meeting, a recommendation to adopt the ordinance, was heard, to rezone the property at 409 E. Jefferson St. from the R-5 Mixed Residential Zoning District to the B-2 Central Business Zoning District.

Motion Bishop, second Matoushek to waive the first reading and adopt Ordinance #21-07 to amend Ch.16.01(10) entitled Zoning Code-Zoning Map to rezone the property at 409 E. Jefferson St. from the R-5 Mixed Residential Zoning District to the B-2 Central Business Zoning District. Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

5. Discussion- Stormwater Quality Plan Update and MS4 Compliance

An overview of the stormwater quality plan, based on a 2017 stormwater quality study, and the appeal process the City is undertaking with WIDNR was heard. In 2017, the City developed a stormwater quality plan that identified an inability to meet defined TMDL standards without additional BMPs. In that study, 21 sites across the community were identified to constructed new BMPs. Only 15 of the locations are recommended for construction. Additional BMPs will need to be identified. Total estimated construction of all recommended BMPs was approximately \$8.4M in 2017. Implementation experience suggests that costs will exceed this estimate.

City staff submitted an appeal to WIDNR to extend the length of time to achieve the current permit standards. The official determination on that request is pending WIDNR review, with final plan due October 31, 2021. Staff also submitted a planning grant request to study alternative BMPs and identify functional sites in the community for additional ponds. That grant request was not approved.

At present, the city is conducting a rate analysis to evaluate revenues for the utility. Additional capital will be required to support stormwater construction requirements to move the City toward permit compliance on a timeline yet to be determined.

6. Discussion- Budget Workshop: Updated Fiscal Health Analysis (2016-2020)

The Fiscal Trends Monitoring System (FTMS) is a tool developed by the International City/County Management Association (ICMA) as a method for monitoring the financial condition of local governments. This system identifies factors that affect financial condition to aid decision-making. FTMS analysis adjusts for inflation to convert current dollars into constant dollars based on CPI, recognizing that money available today is worth more than the same amount of money at a future date.

7. Discussion- Referendum Process and Support Services

Discussion is heard to a proposed referendum and an agency to assist in support the planning and communication Process. In 2022 there are two elections, April 5th and November 8th, if Council so wishes to advance to a referendum. The City has many needs in the public safety departments, capital and operational expenditures.

8. Discussion- Ordinance Ch. 9.03 Public Nuisances- Tree or Plant Diseases

Staff have been receiving a number of complaints from citizens about trees damaged or diseased on private property. The ordinance related to this was reviewed. Kaczmarek would like the ordinance to reflect current practices and requests language updates to the ordinance.

9. Action: Consideration of RFP for Demolition of 520 McKinley Street

City Administrator is recommending the demolition of 520 McKinley Street due to failing structure and expenses. The expense of demolition would be a TID 6 expense.

Motion Bishop, second Matoushek to issue an RFP to solicit bids for demolition of 520 McKinley Street and grant staff authority to staff finalize the general terms and start and completion dates within the draft RFP prior to publication. It is understood that the cost of demolition will be covered by TID 6 expenditures as part of the 2022 budget that will be approved in November of 2021. Motion carried 6-0 on roll call.

10. Action: Letter of Support and Commitment to the Division of Public Health for the Emergency Medical Responder Program

Part of the process of obtaining approval for the EMR operations plan with DHS is a letter of support from the Council indicating that there is ongoing support for the program.

Motion Matoushek, second Bishop to approve the letter of support and commitment to the Division of Public Health for the Emergency Medical Responder Program. Motion carried 6-0 on roll call.

ADJOURNMENT

At 7:29pm, Motion Vanderkin, second Langford to call the meeting adjourned. Motion carried 6-0.