



**MINUTES**  
**CITY OF WAUPUN COMMITTEE OF THE WHOLE**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, March 25, 2025 at 5:30 PM**

**CALL TO ORDER**

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

**ROLL CALL**

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

**Council Virtual-** Alderman Matoushek

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

**Audience in-person:** Gail Vanburen, Bill Hoekstra, Jaedon Buchholz

**Audience Virtual:** Jason Whitford

**DEPARTMENTAL PRESENTATION**

**1. Lt. Investigator Williams - Taser Presentation**

Lt Investigator Williams provides current tasers are becoming legacy models. The department provides Taser 10.

**2. Recreation Department Updates and 2026 Planning**

Community Center membership continues to grow and with additional staff, more programs will be offered.

**ORDINANCES-RESOLUTIONS**

**3. First Reading of Ordinance Ch.6.10 Traffic Code-Bicycles**

Motion Westphal, second Ledesma to waive the first reading and adopt Ordinance 2025-01 to amend Ch.6.10 entitled Traffic-Code Bicycle. Motion carried 6-0 on roll call.

**CONSIDERATION - ACTION**

**4. License & Permit Applications; Expenses**

Motion Kunz, second Siebers to approve the license and permit applications and expenses. Motion carried 6-0.

**5. Recommendation to Approve Extraterritorial Review of Dodge County Certified Survey Map General Location Being Park of the NW1/4 of the NE1/4, Part of the SW1/4 of the NE1/4, Part of the SE1/4 of the NW1/4 and Part of the NE1/4 of the NW1/4, Section 10, T.13 N, R. 15 E, Town of Chester, Dodge County, Wisconsin from Plan Commission**

Motion Siebers, second Ledesma to approve certified survey map of Mike and Susan Vandeslunt for the division of a parcel. Motion carried 6-0.

**6. Approve Waiver of Heritage Ridge Restrictive Covenants Specific to Carver Flats Development Agreement**

Motion Siebers, second Matoushek to waive any elements of the Heritage Ridge restrictive covenants that may conflict with the Carver Flats developer's agreement and approved site plan. Motion carried by 6-0.

**7. Approve Scope of Services with VandeWalle for an Affordable Housing Strategy for the City of Waupun**

Motion Ledesma, second Kaczmarski to approve the scope of Services with VandeWalle in the amount of \$15,000 to develop an affordable housing strategy and to authorize the use of affordable housing funds in that amount to complete the project. Motion carried 6-0.

**8. Approve 2026 Budget Allocations for Compensation of Elected Officials and Volunteer/POC Staff**

Motion Siebers, second Kunz to support the requested 2026 budget allocations for Elected/ Volunteer/POC staff members as presented, with the understanding that elected official pay will be increased for the Mayor to \$18,000 annually, and for alderpersons to \$6,500 annually, beginning with newly sworn officials seated at the April 2026 reorganization meeting and completing with newly sworn officials seated at the April 2027 reorganization meeting. All other proposed increases will be implemented with the adopted 2026 budget on January 1, 2026.

Open conversation was heard.

Motion Siebers to table this agenda item for the April Council meeting for further discussion and consideration. Kunz does not second. Motion fails.

Roll call on original motion made by Siebers/Kunz:

Aye: Matoushek, Siebers, Kunz, Bishop

Nay: Kaczmarski, Westphal

Abstain: Ledesma

Motion fails as 2/3 majority vote required.

Motion Westphal, second by Siebers to return to next month's Council meeting to continue discussion and consideration of this agenda item. Motion carried 6-0 on roll call.

**9. Approve Change Order for Museum Tuckpointing Project with B&B Quality Building Restoration**

Motion Matoushek, second Ledesma to approve the change order for the museum tuckpointing project in the amount of \$26,842, for a total project cost of \$129,634. Motion carried 6-0 on roll call.

**10. Amend Charter Ordinance as Outlined in Municipal Code 1.02, Changing Mayoral Term from 2 to 3 Years**

Motion Ledesma, second Matoushek to proceed with a charter ordinance and publications for changing the mayoral term to three (3) years. Motion carried 6-0 on roll call.

**MAYORAL CORRESPONDENCE**

**11. National Library Week - April 6-12, 2025**

Mayor proclaims 2025 National Library Week as April 6-12.

**ADJOURNMENT**

At 7:13pm, motion Kunz, second Ledesma to duly call the meeting adjourned. Motion carried 6-0.