



MINUTES

CITY OF WAUPUN BOARD OF PUBLIC WORKS

Tuesday, 11-May-2021 – via Video Conference & Teleconference - Zoom

CALL TO ORDER

Chairman Ryan Mielke called the meeting to order at 4:30 PM

ROLL CALL

Roll call was taken members present:

Alders—Peter Kaczmarek, Mike Matoushek, Jason Westphal Citizens—

Dale Heeringa, Ryan Mielke, Gregg Zonnefeld

Ex-officio—Mayor Julie Nickel, City Administrator Kathy Schlieve (absent with notification), DPW Director Jeff Daane, Recreation

Director Rachel Kaminski

Guest—Dave Rens

PERSON WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS

There were no guests for public comment.

FUTURE MEETINGS AND GATHERINGS OF THE BOARD OF PUBLIC WORKS

Next meeting will be June 8 at 4:30 PM.

CONSIDERATION - ACTION

1. Recognition of Mayoral Appointment of Board Members

Peter Kaczmarek (Chairman), Jason Westphal (Alderman), Ryan Mielke (Citizen)

Motion (Zonnefeld/Matoushek) for approval. MOTION CARRIED (6-0) Pete Kaczmarek took over leadership of the meeting at 4:34PM.

2. Nominations and Appointment of Clerk

Motion (Matoushek/Heeringa) for Gregg Zonnefeld to continue as clerk. MOTION CARRIED (5-0, Zonnefeld abstention)

3. Establish Day of Month and Time of Board Meeting

Motion (Matoushek/Westphal) to continue to meet at 4:30PM on the second Tuesday of the month. MOTION CARRIED (6-0)

4. Approve minutes of the April 13, 2021 Board of Public Works Meeting.

Minutes of the April 13th meeting were presented. Motion (Matoushek/Heeringa) for approval. MOTION CARRIED (6-0)

5. IWORQ Service Agreement

DPW Director Jeff Daane shared the history of using Cartograph for maintenance monitoring of equipment. After searching for other systems, they recommend that we convert to using IWORQ, which includes facility maintenance, road mapping, and other capabilities as well. Motion (Zonnefeld/Matoushek) to contract with IWORQ at a cost of \$4,750 for year one and \$9,500 annually in the future. MOTION CARRIED (6-0)

6. Trail from Beske Street to Pine Street

DPW Director Daane shared on frequent feedback from citizens about responsibilities to maintain this path of screenings. Developer Kathy Hendricks (Front Edge) has an easement with the property owner, and it is not city property. BPW discussed and determined no action is necessary.

7. Design services-Contract Amendment No. 1 Madison Street STP-Urban (Doty Street to Lincoln Street) Project

Due to delays, DPW Director Daane shared the need for an updated proposal with Gremmer & Associates. The DOT did say they will limit plan review costs in the project restart and allow the City to apply for more grant dollars in 2022 toward this project. Motion (Matoushek/Mielke) to recommend to the Council acceptance of the amendment at a cost of \$5,970. MOTION CARRIED (6-0)

8. Wilcox Park Playground Equipment

DPW Director Daane presented three proposals for updated playground systems at Wilcox Park. Last year's playground insurance inspection recommended replacement of the equipment at the park. Mayor Nickel shared that silent auction of the old downtown benches will have those funds go toward this project. It was discussed to do a sponsorship/fundraising program to raise awareness of this project and perhaps raise funds to support it. Motion (Westphal/Matoushek) to move forward with the full poured in place option, with final costs and details. MOTION CARRIED (5-1 - Mielke)

9. April 2021 Recreation Report

Recreation Director Rachel Kaminski reported that YMCA Aquatic Director Drew Buteyn told her that over 200 students have signed up for swimming lessons, which makes it profitable – just 25 open seats remain. The Health Inspector approved the plan for the menu and layout for concessions this year. Inservicing for 26 new employees will take place later this month.

All Senior Center programming is in place, with Fond du Lac County discussing the missing piece of onsite meals this coming week. Kaminski is very pleased with how things are going. Park leaders will all be located at Tanner Park this year in partnership with the School District's Summer School Program, thus giving full day support to kids and families. Curbside lunch will be provided by the School District.

ADJOURNMENT

Motion (Matoushek/Heeringa) to adjourn the meeting of the BPW at 5:28PM. MOTION CARRIED (5-0)

Respectfully submitted,



Gregg Zonnefeld, BPW Clerk