



**MINUTES**  
**CITY OF WAUPUN COMMITTEE OF THE WHOLE**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, September 28, 2021 at 6:00 PM**

**CALL TO ORDER**

Mayor Nickel called the meeting to order at 6:00pm.

**ROLL CALL**

Council in attendance on roll call is:

**Virtually:** Alderman Westphal

**In-Person:** Mayor Nickel, Alderman Kaczmarski, Alderman Langford, Alderman Bishop, Alderman Vanderkin, Alderman Matoushek.

No members are absent.

Management Staff present is:

**Virtually:** Clerk Hull, General Utility Manager Brooks, Police Chief Loudon, Library Director Jaeger, Recreation Director Kaminski, Finance Director Kast, Fire Chief Demaa, Utility Finance Director Stanek

**In-Person:** Attorney VandeZande, Administrator Schlieve, Director of Public Works Daane

No Staff is absent.

City Staff present virtually is Community and Economic Development Coordinator VanBuren.

Audience in attendance is:

**Virtually:** None

**In-Person:** Jon Cameron of Ehlers and Jeff Mazanec of raSmith

Media present In-Person is Ken Thomas of Daily Citizen.

**CONSENT AGENDA**

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

**CONSIDERATION - ACTION**

**2. Discussion: Transportation Utility**

Jon Cameron of Ehlers and Jeff Mazanec of raSmith are before the Council regarding the study they performed of a Transportation Utility which could be used to fund the City's road improvement program. Council agrees to consider a transportation utility and continue discussions.

**3. Discussion: COVID-19 Policies and Response to Current Conditions**

Schlieve has been in discussions with Waupun Memorial Hospital President, DeAnn Thurmer, as she is concerned of the community spread. At a department meeting earlier today, some departments are going back to staggering shifts and some continue to wearing masks. Discussion will continue if conditions continue.

**4. Discussion: 2022 Budget Workshop 3: Capital and Equipment**

The proposed capital improvements and equipment replacement for the 2022 budget is reviewed.

**5. Agreement for Engineering and Architectural Services with Cedar Corp to Complete a Space Needs Analysis for Public Safety Building**

Grant programs favor shovel-ready projects. As we are not shovel-ready, staff recommends an agreement with Cedar Corp to assess the needs within the public safety building and examining location and space requirements for final engineering to assist in apply for any potential grants that support our goals.

Motion Matoushek, second Kaczmariski to approve an agreement with Cedar Corp for engineering and architectural services to complete a space needs analysis for public safety building renovation and expansion as presented. Motion carried 6-0 on roll call.

#### **ORDINANCES-RESOLUTIONS**

##### **6. Ordinance to amend Ch. 9.03 entitled Public Nuisances- Tree or Plant Diseases**

Due to staff receiving a number of complaints from citizens about trees damaged or diseased on private property, a draft ordinance is provided. To meet our current practices, ordinances 7.09 entitled Tree-Planting and 9.03 entitled Tree or Plant Diseases is amended.

Motion Matoushek, second Bishop to waive the first reading and adopt Ordinance 21-08 to amend Chapter 7.09 entitled Tree-Planting and 9.03 entitled Tree or Plant Diseases. Motion carried 6-0 on roll call.

#### **CLOSED SESSION**

At 8:12pm, Motion Vanderkin, second Matoushek to adjourn in closed session under Section 19.85 (1) (c) of the WI Statutes for Consideration of 2022 Employee Compensation. Motion carried 6-0.

#### **OPEN SESSION**

At 8:25pm, Motion Vanderkin, second Matoushek to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

#### **ACTION FROM CLOSED SESSION**

No action is taken in open session.

#### **ADJOURNMENT**

At 8:26pm, Motion Vanderkin, second Bishop to call the meeting adjourned. Motion carried 6-0.