



MINUTES
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, October 14, 2025 at 4:30 PM

CALL TO ORDER

Chairman Siebers called this meeting to order at 4:29pm.

ROLL CALL

Members present include: Alderpersons: Dan Siebers, Bobbi Jo Kunz. Citizens: Andrew Sullivan, Dale Heeringa, Dave Rens, Marcia Maly. Ex Officio: DPW Director Jeff Daane. Also in attendance: Mayor Rohn Bishop. Absent and Excused: Michael Matoushek

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS

None

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

1. Next Regularly Scheduled Meeting: Tuesday, November 11, 2025, 4:30 p.m. Waupun City Hall, 201 E Main Street, Waupun, WI

CONSIDERATION - ACTION

2. Prior Minutes

Motion Kunz, second Sullivan to approve minutes from September 9, 2025 Board of Public Works meeting. Carried unanimously.

3. Traffic Logix Cloud Data for Radar Speed Sign

DPW currently has one radar sign and the Waupun Police Department has purchased another sign. The signs work great but it's collecting the data that can be an issue. DPW currently has to go out and download the data from the sign every couple weeks for the data to be accurate which can be hard to find the time to do so. DPW would like to try the Police Department's sign on a cloud base approach and if it works well, consider for both signs. Motion Heeringa, second Kunz to approve Traffic Logix quote for \$1200. Carried unanimously.

4. Relocate Armed Service Branch Flagpoles

While working on updating easements for all the electrical work for ATC they have brought to our attention that some of the flags at Shaler Park are in the easement. ATC has asked DPW to consider moving those flagpoles for safety reasons. A new location was agreed upon and ATC has funds to cover this relocate. Motion Sullivan, second Kunz to approve quote with Fly Me Flag for \$3248.80 paid for by ATC. Carried unanimously.

5. Engineering agreement with Cedar Corporation for Library Elevator Modernization Project

The library elevator needs a modernization project as this elevator is aging. There has been some work done to it in the past but some of the components are becoming harder to find. Updating the elevator will replace some of those components and ensure that it continues to run properly and stays up to code. This agreement will make sure the bid documents cover all the needed changes and that new codes are met. Motion Kunz, second Heeringa to approve the Waupun Library Elevator Modernization engineering agreement with Cedar Corporation for \$25,550 that the library will fund. Carried unanimously.

DISCUSSION

6. Tariff Impact Fee 2026 Dump Truck

Daane provides update he has been notified by the truck supplier that there will be a \$1500 tariff impact on DPW's new truck.

7. Alley project between Mill St. and Fond du lac St. on the N. side of Main St.

Daane presents alley project between Mill St and Fond du Lac St on the N. side of Main St. Final preliminary meeting with businesses and homeowners that border the alley will be on November 5, 2025 at 5:30pm.

8. Department Report for September

Daane reviews monthly report for August that gives a breakdown for total number of work orders, hours for each work order, and total costs associated.

ADJOURNMENT

Motion Kunz, second Sullivan to adjourn this meeting at 4:57pm. Carried unanimously.

Minutes Submitted by Kelsy VandeStreek