



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, July 08, 2025 at 6:00 PM

CALL TO ORDER

Marley Bah of Georgia and Mayor Bishop called the meeting to order at 6:00pm.

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

The Pledge of Allegiance is heard followed by a moment of silence.

ROLL CALL

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

Council Virtual- Alderman Matoushek

Management in-person: Attorney VandeZande, City Clerk/Treasurer Hull, Administrator Schlieve, Public Works Daane, Fire Chief Demaa, Finance Director Langenfeld, Recreation Director Kaminski, Utility Manager Brooks, Deputy Chief Sullivan

Management Virtual: None

Management absent and excused: Library Director Jaeger, Police Chief Rasch

Audience in-person: Members of Envision Greater FDL: Sadie Howell, Tracy Qualmann, Raina Lyman and Jaedon Buchholz

PUBLIC HEARING

- 1. Transfer of Class A Fermented Malt Beverage License - Dolgencorp LLC DBA Dollar General Store 6554 from 902 W Main St. to 926 W Main St.**
- 2. Transfer of Class A Fermented Malt Beverage License - Kwik Trip Inc. DBA Stop-N-Go 1207 at 1001 E Main St. to Kwik Trip Inc. DBA Kwik Trip #1207 at 3 Shaler Dr.**

Motion Kunz, second Siebers to open the public hearing. Motion carried 6-0.

No comments are heard.

Motion Kunz, second Siebers to close the public hearing. Motion carried 6-0.

Motion Siebers, second Kunz to approve the Transfer of Class A Fermented Malt Beverage License - Dolgencorp LLC DBA Dollar General Store 6554 from 902 W Main St. to 926 W Main St, contingent upon approval of inspections and occupancy granted. Motion carried 6-0 on roll call.

Motion Siebers, second Kunz to approve the Transfer of Class A Fermented Malt Beverage License - Kwik Trip Inc. DBA Stop-N-Go 1207 at 1001 E St. to Kwik Trip Inc. DBA Kwik Trip #1207 at 3 Shaler Dr., contingent upon approval of inspections and occupancy granted. Motion carried 6-0 on roll call.

PERSONS WISHING TO ADDRESS COUNCIL--State name, address, and subject of comments. (2 Minutes)

3. Sadie Howell, President of Envision Greater FDL

Sadie Howell, President of Envision Greater FDL, provided an update of their services for the City of Waupun.

RESOLUTIONS AND ORDINANCES:

4. Ordinance to amend Ch. 8.11 Entitled Orderly Conduct- Cigarette, Nicotine and Tobacco Products

Motion Siebers, second Mielke to waive the second reading and adopt ordinance 25-05 to amend Ch. 8.11 entitled Orderly Conduct-Cigarette, Electronic Vaping Devices, Nicotine and Tobacco Products. Motion carried 6-0 on roll call.

5. Ordinance 11.025 Mobile Food Vehicles and Associated Fees

The council requests to have language added for the food truck vendor to get consent to operate during events in city parks.

Motion Westphal, second Siebers to waive the first reading and adopt ordinance 25-06 to amend Ch. 11.025 Entitled Mobile Food Vehicles and associated fees, with the inclusion of the food truck vendor to get consent to operate during events in city parks. Motion carried 6-0 on roll call.

6. Resolution Establishing Fees for the 2026 Solid Waste and Recycling Collection Service in the City of Waupun

Based on the current contract with GFL for solid waste and recycling services, the fees for 2026 will remain at \$16.59 per month.

Motion Matoushek, second Siebers to adopt Resolution 07-08-25-01 Establishing Fees for the 2026 Solid Waste and Recycling Collection Service in the City of Waupun. Motion carried 6-0 on roll call.

7. Resolution to Adopt the Revised 2025 City of Waupun Fee Schedule

A one-time event/per day fee for food trucks and a change to the tobacco license fee to accommodate the States maximum allowable fee is provided for consideration.

Motion Siebers, second by Matoushek to adopt Resolution 07-08-25-02 to adopt the amended 2025 City of Waupun Fee Schedule. Motion carried 6-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

8. Updated Waupun Community Center Policies and Procedures

Amendments requested are to add consumption to the premises only and closing of the building will be at the discretion of the Recreation Director.

Motion Kunz, seconded Kaczmariski to adopt the Waupun Community Center Policies and Procedures with the amendments of consumption to the premises only and closing of the building will be at the discretion of the Recreation Director. Motion carried 6-0 on roll call.

9. Youth Sports and Recreation Grant Waupun Softball Association

Motion Siebers, second Matoushek to award the Youth Sports and Recreation Grant, in the amount of \$5000, to Waupun Softball Association. Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

10. License-Permit Applications and Expenses

Motion Westphal, second Siebers to approve the license and permit applications and authorize payment of expenses. Motion carried 6-0 on roll call.

MAYORAL CORRESPONDENCE/PRESENTATIONS

11. Waupun Business Alliance Future Networking Sessions

Mayor reminded Council of the Waupun Business Alliance networking session on August 19, 2025 at 4:00pm, located at Werner Harmsen Furniture and Total Flooring.

12. Christian Home Care and Rehab Center Pie Social

Mayor reminded Council of the Christian Home Care and Rehab Center's Community Pie Social event, on Saturday, July 19, 2025 from 1:00pm to 3:00pm, located at 452 Fox Lake Road, Waupun.

13. 2025 Celebrate Waupun

Mayor provides gratitude to Department of Public Works and Police Staff for their efforts and service during Celebrate Waupun.

ADJOURNMENT

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