



MINUTES
CITY OF WAUPUN SPECIAL COMMON COUNCIL
City of Waupun 201 E Main Street, Waupun WI
53963
Wednesday, September 16, 2020 at 5:30 PM

CALL TO ORDER

Mayor called the virtual and teleconference meeting to order at 6:00pm.

ROLL CALL

Council in attendance on roll call is Mayor Nickel, Alderman Westphal, Alderman Vossekuil, Alderman Kaczmarski, Alderman Mielke, and Alderman Matoushek. Members absent are Alderman Vanderkin.

Management Staff present is Clerk Hull, Administrator Schlieve, Director of Public Works Daane, Library Director Jaeger, Recreation Director Kaminski, General Utility Manager Brooks, Police Chief Loudon, and Fire Chief Demaa. Staff absent and excused are Finance Director Kast and Attorney VandeZande.

Other City Staff present is Sarah VanBuren, Economic Development Coordinator.

Audience in attendance is Rich Leaver of Leaver Land Surveying LLC and Matt Navis of W&D Navis.

No media is present.

CONSENT AGENDA

Consent agenda consists of future Meetings & Gatherings, License and Permit Applications, and expenses for discussion and approval.

Motion Matoushek, second Vossekuil to approve the consent agenda. Motion carried 5-0 on roll call.

CONSIDERATION - ACTION

2. **Certified Survey Map Review - Stanton & Son LLC - a re-division of Lot 31 of Woodland Hills** *(Plan Commission 9/16/20)*

Rich Leaver of Leaver Land Surveying LLC is present, representing the owner, Patrick Stanton. Waupun Plan Commission made recommendation in favor of the Certified Survey Map.

Motion Kaczmarski, second Matoushek to approve the Certified Survey Map for Patrick Stanton of Lot 31. Motion carried 5-0 on roll call.

3. **Ordinance to amend Ch. 16.04 entitled Zoning Code-Business District Requirements** *(Plan Commission 9/16/20)*

The proposed ordinance provides including outdoor premise as a conditional use.

Motion Westphal, second Matoushek to waive the first reading and adopt Ordinance 20-08 to amend Ch. 16.04 entitled Zoning Code-Business District Requirements. Motion carried 5-0 on roll call.

4. **Ordinance to amend Ch.6.03 entitled Traffic Code-Other Intersection Controls for Stop Sign Placement at Church St., N. Harris Ave. & Maple St., N. Harris Ave.** *(Board of Public Works 9/8/20)*

Due to the Tanager development and expected traffic flow, the Board of public works made recommendation to approve stop sign placement at Church St., N. Harris Ave. & Maple St., N. Harris Ave.

Motion Kaczmarski, second Westphal to accept the first reading of the proposed ordinance to amend Chapter

6.03(2) entitled Other Intersection Controls to add subsections (bl) and (bm) for the installation of stop signs at the intersection of Church St. and N. Harris Ave. and Maple St. and N. Harris Ave. Motion carried 5-0 on roll call.

Alderman Vanderkin appeared at the meeting at 5:42pm.

5. Ordinance to amend Ch.6.03 entitled Traffic Code-Modified Through Streets and Other Intersection Controls for Yield Sign Removal and Stop Sign Placement at Rock Ave. & N. Harris Ave. and Newton Ave. & N. Harris Ave. (Board of Public Works 9/8/20)

Due to the Tanager development and expected traffic flow, as well as the traffic flow due to the aquatic center, the Board of public works made recommendation to approve stop sign placement.

Motion Westphal, second Matoushek to accept the first reading of the proposed ordinance to amend Chapter 6.03(2) entitled Other Intersection Controls and (3) Modified Through Streets to eliminate yield signs at the intersections of Rock Ave. & Harris Ave. and Newton Ave. & Harris Ave. and for stop sign placement at the intersections of Newton Ave. & N. Harris Ave. and Rock Ave. & N. Harris Ave. Motion carried 6-0 on roll call.

6. City of Waupun COVID-19 Plan Amendment (Negotiations Committee 9/14/20)

Prior policy exempted a list of first responders from Family First Coronavirus Response Act (FFCRA) paid leave. At the time our labor attorney advised that we may want to add an 80-hour provision for paid sick leave to support staff designated as first responders and affected by the virus. As a number of employees have recently been affected, we believe there is a need to include this provision.

Motion Vanderkin, second Westphal to approve the amendment to the City of Waupun COVID-19 Plan to include two (2) weeks of sick leave specific to COVID-19. Motion carried 6-0 on roll call.

CONSIDERATION-ACTION

7. Fill Patrol Officer Vacancy

Due to the resignation of Officer Rasmussen, Chief Loudon makes request to fill the position.

Motion Matoushek, second Vossekul to approve filling the vacant Patrol Officer position in the Waupun Police Department. Motion carried 6-0 on roll call.

8. Routes to Recovery (CARES) Funding Expenditures

City is allocated through the Routes to Recovery Grant, \$186,360 in reimbursable expenses due to COVID-19. We have submitted for expenses in the approximate amount of \$54,000 at this time. Departments provided additional expenditures which will reduce budget in future years and seeks approval to continue with these projects with the understanding the total cost will not exceed \$186,360.

Motion Kaczmariski, second Vanderkin to approve COVID-19 safety expenditures in accordance with the State of WI Routes to Recovery grant funding eligibility guidelines in an amount not to exceed \$186,360. Motion carried 6-0 on roll call.

CLOSED SESSION

Motion Vanderkin, second Vossekul to adjourn in closed session under Section 19.85 (1) [e] of the WI Statutes for Negotiation of city-owned property located at 520 McKinley St in TID 6 and Multi-Family land negotiations in TID 5. Motion carried 6-0.

OPEN SESSION

Motion Vanderkin, second Vossekul to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action.

ADJOURNMENT

Motion Vossekuil, second Matoushek to call the meeting adjourned at 6:33pm. Motion carried.