



MINUTES

CITY OF WAUPUN BOARD OF PUBLIC WORKS

Tuesday, 10-August-2021 – via Video Conference & Teleconference - Zoom

CALL TO ORDER

Chairman Peter Kaczmarki called the meeting to order at 4:30 PM

ROLL CALL

Roll call was taken members present:

Alders—Peter Kaczmarki, Mike Matoushek, Jason Westphal

Citizens—Dale Heeringa, Ryan Mielke, Dave Rens (arrived at 4:49), Gregg Zonnefeld

Ex-officio—Mayor Julie Nickel, City Administrator Kathy Schlieve, DPW Director Jeff Daane, Recreation Director Rachel Kaminski

Guest – Lucas Dawson (Waupun Hockey)

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. (Mike/Dale)

CONSIDERATION - ACTION

1. Approve minutes of the June 8, 2021 Board of Public Works Meeting.
Minutes of the June 8th meeting were presented. Motion (Matoushek/Heeringa) for approval. **MOTION CARRIED (6-0)**
2. Street Light Concerns – 500 Block of W Spring Street
DPW Director Jeff Daane shared concern from a citizen regarding the darkness of the street in that section of the street. Waupun PD said there had been one accident at the intersection since 2016. Alderman Kaczmarki also had checked out this area. Motion (Matoushek/Westphal) to deny the request. **MOTION CARRIED (6-0)**
3. Claggett Avenue – Storm Sewer Capacity Elevation
DPW Director Daane shared that with potential new development in this area of the city it would be good for the city to get a handle on the storm sewer capacity using funds from the storm water fund. Motion (Zonnefeld/Mielke) to approve this study. **MOTION CARRIED (7-0)**
4. Set 2021 fall Cleanup dates
DPW Director Daane has set up the fall cleanup dates for October 11-November 14 With approval, this will be made public to the citizens. Motion (Matoushek/Mielke) to approve these dates.. **MOTION CARRIED (7-0)**
5. Waupun Hockey Report
Annually Waupun Hockey has brought their impact statement to the Rec Board, however with the change in community structure it is now shared with the DPW Board. Attached is their document of goals, achievements, financials, and calendar. Lucas Dawson from Waupun Hockey also shared that a new condenser was being replaced this fall, at the expense of the Hockey Association, which handles all hockey-related equipment expense and maintenance. Alderman Matoushek inquired about minimum public skate hours, which DPW Director Daane confirmed was four hours per week. Daane also shared the positive work of the Waupun Hockey Association over the past few years. The report was received for information.
6. Public Works 2022 Equipment Requests
DPW Director Daane reported on a purchase request of items for 2022. The committee discussed prioritizing the items. Consensus was that the new Larue D40 Snowblower, radio repeater, and cylinder purchase were the top three priority items.
7. Handicapped Parking Ordinance – Buwalda Park
In 2015 the City of Waupun had an ADA plan/assessment. From those recommendations, the infrastructure is now in place to add this parking. One regular and one van accessible spot will be added by this ordinance.

Motion (Mautoushek/Heeringa) to approve the ordinance with spelling correction noted. **MOTION CARRIED (7-0)**

8. Handicapped Parking Ordinance – Heritage Park
DPW Director Daane shared that there were improvements made at Heritage Park and ordinance approval. Motion (Westphal/Matoushek) to approve the ordinance. **MOTION CARRIED (7-0)**
9. Discuss and rank 2022 capital improvement projects to submit for budgeting
DPW Director Daane reported on a purchase request of items for 2022. The committee discussed prioritizing the items. Suggestion was made to survey the committee to create a rank order of these projects. This will be sent via email.

ADJOURNMENT

Motion (Matoushek/Mielke) to adjourn the meeting of the BPW at 5:28PM. **MOTION CARRIED (7-0)**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gregg Zonnefeld", with a horizontal line extending to the right.

Gregg Zonnefeld, BPW Clerk