



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, May 09, 2023 at 6:00 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 6pm.

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

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

ROLL CALL

Council in-person: Mayor Bishop, Alderman Westphal, Alderman Kaczmariski, Alderman Langford, Alderman Matoushek, Alderman Siebers

Council absent/excused: Alderman Kunz

Management in-person: Attorney VandeZande, Administrator Schlieve, Director of Public Works Daane, Fire Chief Demaa, General Utility Manager Brooks, Recreation Director Kaminski, Police Chief Loudon, Library Director Jaeger, Finance Director Langenfeld

Management Virtual: City Clerk Hull

Management absent and excused: Utility Finance Director Stanek

Audience in-person: Andrea Jansen of Baker Tilly, Jaedon Buchholz

Audience Virtual: Jason Whitford, Emily Soderberg of MSA

Media: None

PERSONS WISHING TO ADDRESS COUNCIL

1. Andrea Jansen, CPA, CFE Baker Tilly US, LLP - 2022 City of Waupun Audit Report

Andrea Jansen, Partner of Baker Tilly, provides the 2022 audit report.

Motion Matoushek, second Langford to accept the 2022 Audit Report. Motion carried 5-0 on roll call.

2. Jaedon Buchholz - Edwin Hillyer Presentation

Jaedon Buchholz provides a historical presentation of Edwin Hillyer.

RESOLUTIONS AND ORDINANCES:

3. Ordinance to amend Ch.16.04 Zoning Code-Business District Requirements to include Barber and Beauty Salons as Permitted Use

At the April 26, 2023 Plan Commission meeting, recommendation of adoption was heard.

Motion Matoushek, second Siebers to waive the first reading and adopt ordinance 23-03 to amend Ch.16.04 Zoning Code-Business District Requirements to include Barber and Beauty Salons as Permitted Use. Motion carried 5-0 on roll call.

4. Ordinance to amend Ch.16.04 Zoning Code-Business District Requirements to include churches as a conditional use

At the April 26, 2023 Plan Commission meeting, recommendation of adoption was heard.

Motion Siebers, second Matoushek to waive the first reading and adopt ordinance 23-04 to amend Ch.16.04 Zoning Code-Business District Requirements to include churches as a conditional use. Motion carried 5-0 on roll call.

5. Resolution - Adoption of Comprehensive Outdoor Recreation Plan, 2023-2028

Emily Soderberg, Assistant Planner of MSA, provides an overview of the updated Comprehensive Outdoor Recreation Plan for consideration. At the May 9, 2023 Board of Public Works meeting, recommendation for adoption was heard.

Motion Matoushek, second Westphal to adopt Resolution 05-09-23-01 Adoption of Comprehensive Outdoor Recreation Plan, 2023-2028. Motion carried 5-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

6. Award Quote for Purchase of a 2024 11' Wide Area Mower (DPW 5/9/23)

Public Works is requesting to replace the 2015 John Deere 1600 wide area mower, which is scheduled for replacement next year. Staff was informed from Dealers to order this equipment now in order for arrival next mowing season. At the May 9, 2023 Board of Public Works meeting, recommendation to award the low quote, \$65,388, to local vendor Ballweg Implement Co. Inc., Waupun, was heard.

Motion Kaczmariski, second Langford to award the lowest quote for the purchase of a 2024 John Deere 1600 Turbo wide area mower from Ballweg Implement Co. Inc. for \$65,388. Motion carried 5-0 on roll call.

CONSIDERATION - ACTION

7. Contracted IT Services and Upgrade to Server and Hardware

IT Services have been solicited to provide service to the City Hall departments. Following interviews, Staff Recommends accepting Pro4 Technology as the IT provider. The agreement and addendum is provided For consideration.

Motion Siebers, second Matoushek to approve the Pros 4 Technology, Inc. Master Customer Agreement And Addendum, to include the Hardware, Software, and Labor project not to exceed \$14,951.00. Motion carried 5-0 on roll call.

8. \$2,345,000 Sale Day Report for the General Obligation Community Development Bonds, Series 2023A

Six bids were received, with the winning bid from the Baker Group in Oklahoma City with a True Interest Rate of 3.7384%. Closing date is May 17, 2023.

MAYORAL CORRESPONDENCE/PRESENTATIONS

9. Recognition of Economic Development Week (May 8-12)

10. Recognition of National Police Week (May 14-20)

11. Recognition of Peace Officer Memorial Day (May 15)

12. Recognition of Emergency Responder Week (May 21-27)

13. National Public Works Week (May 21-27)

Mayor provides the departmental recognitions supporting Economic Development, Police, Emergency Medical Responders, and Public Works.

CONSENT AGENDA

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

CLOSED SESSION

At 7:16pm, motion Matoushek, second by Langford to adjourn in closed session under Section 19.85 (1) (e) of the WI Statute for purposes of Redevelopment of 1 W. Brown Street, Waupun. Motion carried 5-0.

RECONVENE TO OPEN SESSION

At 8:06pm, motion Langford, second Siebers to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

ACTION FROM CLOSED SESSION

No action in open session

ADJOURNMENT

At 8:07pm, Motion Siebers, second Westphal to call the meeting adjourned. Motion carried 5-0.