



MINUTES
CITY OF WAUPUN SPECIAL COMMON COUNCIL -
REORGANIZATIONAL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 16, 2024 at 5:30 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 5:30pm.

ROLL CALL

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

Council absent/excused: None

Management in-person: Attorney VandeZande, City Clerk/Treasurer Hull, Police Chief Rasch, Fire Chief Demaa, Library Director Jaeger, Recreation Director Kaminski, Public Works Director Daane, Administrator Schlieve, General Utility Manager Brooks

Management Virtual: None

Management absent and excused: Utility Finance Director Stanek, Finance Director Langenfeld

Audience in-person: Jaedon Buchholz, Wesley Kunz, Maranda Kunz, Andrew Kunz, Trayton Greenfield, Krista Bishop

Audience Virtual: None

CONSIDERATION - ACTION

1. Bid Award for Food Truck Alley Construction

Motion Matoushek second Kunz to award bid for Food Truck Alley project for the lowest responsible bidder, Forward Contractors, in an amount not to exceed \$112,545.60, subject to elimination of items determined by the City of Waupun staff. Motion carried 6-0 on roll call.

2. Bid Awards for Furnishings for Waupun Senior/Community Center

Motion Ledesma, second Siebers to award the bid for Senior/Community Center furnishing to the lowest responsible bidders Systems Furniture at \$83,146.23. Motion carried 6-0 on roll call.

3. Authorize City Administrator to Execute Lease Agreement with Waupun Area School District for Community Garden Land Use

Motion Matoushek, second Siebers to authorize City Administrator to execute a lease agreement with Waupun Area School District for Community Garden Land Use. Motion carried 6-0.

4. Authorize approval of License and Permit Applications and Monthly Expenses

Motion Siebers, second Kunz to approve the license and permit applications contingent upon inspections and authorization of occupancy and to release the monthly expenses and future expenses if so warranted. Motion carried 6-0 on roll call.

Motion Kunz, second Matoushek to hold a brief recess to allow the seating of the newly elected Council. Motion carried 6-0.

CITY CLERK ADMINISTERS OATH OF OFFICE TO NEWLY ELECTED ALDERMAN

Clerk Hull offers the Oath of Office to newly re-elected Alderman of District 2 Kaczmarski, District 4 Matoushek, and District 6 Kunz.

CITY CLERK ADMINISTERS OATH OF OFFICE TO NEWLY ELECTED MAYOR

Clerk Hull offers the Oath of Office to newly re-elected Mayor Bishop.

CALL TO ORDER

Mayor Bishop called the meeting to order at 5:40pm.

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 Kaczmarski, Alderman Kunz, Alderman Siebers, Alderman Matoushek, Alderman Ledesma, Alderman Westphal

Council absent/excused: None

Management in-person: Attorney VandeZande, City Clerk/Treasurer Hull, Police Chief Rasch, Fire Chief Demaa, Library Director Jaeger, Recreation Director Kaminski, Public Works Director Daane, Administrator Schlieve, General Utility Manager Brooks

Management Virtual: None

Management absent and excused: Utility Finance Director Stanek, Finance Director Langenfeld

Audience in-person: Jaedon Buchholz, Wesley Kunz, Maranda Kunz, Andrew Kunz, Trayton Greenfield, Krista Bishop

Audience Virtual: None

INVOCATION

Kevin Rhode, Waupun Youth Pastor of Edgewood Community Church provides the Invocation.

NOMINATION AND ELECTION OF COMMON COUNCIL PRESIDENT

Motion Matoushek to nominate Siebers. Second by Kunz. Motion Siebers to nominate Kaczmarski. Second by Ledesma. No other nominations are heard and nominations close. Open Roll Call is heard:

Kaczmarski, Matoushek, Kunz vote for Siebers; Westphal, Ledesma, Siebers vote for Kaczmarski. Due to a 3 to 3 tie, Mayor Bishop appoints Siebers as Council President.

SELECTION OF DAY OF MONTH AND TIME OF MEETING OF THE BODY OF THE COMMON COUNCIL

Motion Matoushek, second Ledesma to hold the Common Council meeting on the 2nd Tuesday of each month at 6pm and the Committee of the Whole meeting on the last Tuesday of each month at 5:30pm. Motion carried 6-0.

DESIGNATION OF OFFICIAL CITY NEWSPAPER

Motion Siebers, second Matoushek to designate Madison Media Partners/Daily Citizen as the Official City Newspaper. Motion carried 6-0.

RESOLUTION DESIGNATING PUBLIC DEPOSITORIES AND AUTHORIZING WITHDRAWL OF CITY MONIES

Motion Matoushek, second Kunz to adopt Resolution 04-16-24-01 Designating Public Depositories and Authorizing Withdrawal of City Monies. Motion carried 6-0 on roll call.

MAYORAL APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS

Motion Matoushek, second Kunz to accept the 2024-2025 Mayoral Boards, Committees, and Commissions. Motion carried 6-0.

ADJOURNMENT

At 5:55p, motion Kunz, second Ledesma to call the meeting adjourned. Motion carried 6-0.