



**MINUTES**  
**CITY OF WAUPUN COMMON COUNCIL**  
Waupun City Hall – 201 E. Main Street, Waupun WI  
Tuesday, September 10, 2024 at 6:00 PM

**CALL TO ORDER**

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 Kaczmarek, Alderman Kunz, Alderman Siebers, Alderman Matoushek, Alderman Westphal

**Council Virtual-** Alderman Ledesma

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

**Management Virtual:** City Clerk/Treasurer Hull

**Management absent and excused:** Finance Director Langenfeld

**Audience in-person:** Julie Schmidt, Jaedon Buchholz, Jason Whitford

**Audience Virtual:** Kris Dressler

**PERSONS WISHING TO ADDRESS COUNCIL**

**1. Julie Schmidt, Waupun Jr./Sr. High School Principal**

Principal Schmidt provided an update on the various School events and accomplishments.

Jason Whitford is before the Council stating he is good with the status of the chicken ordinance however he believes alcohol should be allowed at the new community center.

**RESOLUTIONS**

**2. Resolution Approving the City of Waupun Adjusted Urban Area Boundary**

Every 10 years, US Census Bureau defines boundaries for geographic areas meeting the urban area criteria as published in the Federal Register, which are adjusted and reviewed by the DOT. Following our review and approval, the DOT will submit to FHA for final approval.

Motion Siebers, second Kunz to adopt Resolution 09-10-24-01 Approving the City of Waupun Adjusted Urban Area Boundary. Motion carried 6-0 on roll call.

**ORDINANCES**

**3. Ordinance to amend Ch. 11.02 Peddlers, Solicitors, and Transient Merchants and create 11.025 Mobile Food Vehicle Vendors (Second Reading)**

The ordinance to amend language corrections in Ch.11.02 Peddlers, Solicitors, and Transient Merchants and to create a new chapter, Ch. 11.025, Mobile Food Vehicle Vendors is before the Council following the first reading on 8/27/24.

Motion Matoushek, second Siebers to waive the second reading and adopt Ordinance #2024-009 to amend Ch. 11.02 Peddlers, Solicitors, and Transient Merchants and create 11.025 Mobile Food Vehicle Vendors. Motion carried 6-0 on roll call.

**4. Ordinance to amend Ch. 8.025 Regulation of Chickens (Second Reading)**

The ordinance to amend Ch. 8.025 Regulation of Chickens is before the Council following the first reading on 8/27/24. The amendments increase the number of chickens per household from 4 to 6; eliminates obtaining neighbor approval and eliminates the number of permits to be issued.

Motion Matoushek, second Kunz to waive the second reading and adopt Ordinance #2024-010 to amend Ch. 8.025 Regulation of Chickens. Motion carried 6-0 on roll call.

**BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS** *(Roll Call Motion)*

**5. Award the Asphalt Paving Contract for S. West Street (W. Lincoln St. to Visser Ave.)**

Motion Matoushek, second Kunz to accept the low bid and award the Asphalt Paving Contract for S. West St. (W. Lincoln St. to Visser Ave.) to Kartechner Brothers, in the amount of \$42,866.25. Motion carried 6-0 on roll call.

**6. Award the Heritage Museum Restoration Rebid**

Motion Kunz, second Siebers to accept the bid from the lowest qualified bidder and award the Heritage Museum Restoration rebid to B and B Quality Building Restoration, in an amount that includes the base bid plus alternate for a total expenditure of \$106,592. Motion carried 6-0 on roll call.

**7. Playground Equipment Proposals for Zoellner Park and Authorize Early Expenditure of 2025 Budget**

Motion Kaczmariski, second Kunz to accept the Zoellner Park playground proposal #142-189920-1 for the purchase of the NU-3428 Nucleus Structure in the amount of \$38,139 from Lee Recreation and to authorize early purchase from the 2025 budget by December 20, 2024, to leverage available discounts on selected equipment. Motion carried 6-0 on roll call.

**8. Waupun Community Center Policies & Procedures and User Fees**

Discussion heard on the ability to have alcohol at this building for rentals. Mayor Bishop provides he has received Statement from two organizations that request to hold alcohol at the facility. Ledesma, Recreation Board Member, provides the mission for the building is wellness and the Board did not feel alcohol fits into wellness.

Motion Siebers, second Ledesma to approve the Waupun Community Center Policies and Procedures with the understanding the policy is to be returned to the Recreation Board for consideration of alcohol inclusion. Motion carried 6-0 on roll call.

**CONSIDERATION – ACTION**

No action items are before the Council.

**MAYORAL CORRESPONDENCE/PRESENTATIONS**

Mayor informs the Council of department recognition dates for WI Public Power Week October 6-12, 2024; WI Fire Prevention Week- October 6-12, 2024; and WI Firefighters/EMS Memorial Day- October 12, 2024.

**CONSENT AGENDA**

Motion Matoushek, second Siebers to accept the monthly Finance Report and approve the Consent Agenda. Motion carried 6-0 on roll call.

**CLOSED SESSION**

At 7:40pm, motion Matoushek, second Siebers to adjourn in closed session under WI Statutes Section 19.85 (1) (e) to consider Investing of Public Funds for Housing in TID 9. Motion carried 6-0.

**OPEN SESSION**

Motion Matoushek, second Westphal 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**

At 7:55pm, motion Kunz, second Siebers to duly call the meeting adjourned. Motion carried 6-0.