



A G E N D A
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, January 10, 2023 at 6:00 PM

The Waupun Common Council will meet In-person, virtual, and teleconference. Instructions to join the meeting are provided below:

Join Zoom Meeting

<https://us02web.zoom.us/j/89850537889?pwd=STAwcmFHdEZFdmeE3TnpFVzFKdTNWUT09>

Meeting ID: 898 5053 7889

Passcode: 285445

Dial by your location: 312 626 6799

CALL TO ORDER

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

ROLL CALL--Mayor to excuse any absent members

PERSONS WISHING TO ADDRESS COUNCIL--*State name, address, and subject of comments. (2 Minutes)*

1. Jon Venhuizen, Fond Du Lac County Supervisor - Update on County Proceedings

No Public Participation after this point.

RESOLUTIONS AND ORDINANCES:

2. Resolution Authorizing Application for a Vibrant Spaces Grant Through the WI Economic Development Corporation
3. Ordinance to amend Ch.6.05 entitled Traffic Code-Parking Limits (2nd Reading)

CONSIDERATION - ACTION

4. Notice to Residents to serve the remaining unexpired term of the Aldermanic District 6 seat
5. PILOT Payment Settlement and 2023 Revenue Impacts

CONSENT AGENDA *(Roll Call Motion) Items under the consent agenda may be acted upon by one motion.*

It is the judgment of any Board Member that any item may be moved to later on the agenda for discussion and/or action.

6. Future Meetings & Gatherings, License and Permit Applications, Expenses
7. Authorization to Release Future Expenditures

BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES

8. Board of Public Works 11-9-22
9. Plan Commission 11-30-22
10. Common Council 12-13-22
11. Library Board 12-21-22
12. Police and Fire Commission 12-28-22

DEPARTMENT REPORTS

13. Police Department
14. Fire Department

- [15.](#) Library
- [16.](#) Recreation
- [17.](#) Public Works
- [18.](#) Utilities
- 19. City Clerk-Treasurer-HR
- [20.](#) Administrator-Economic Development

PUBLIC LISTENING SESSION (*Motion*)

- [21.](#) ARPA Listening Sessions

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



AGENDA SUMMARY SHEET

MEETING DATE: 1/10/2023

TITLE: Resolution Authorizing Application for a Vibrant Spaces Grant Through the WI Economic Development Corporation

AGENDA SECTION: RESOLUTIONS AND ORDINANCES

PRESENTER: Kathy Schlieve, City Administrator

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Economic Vitality	\$50,000	

ISSUE SUMMARY:

Staff has been working with the CDA and BID Boards and has identified an opportunity to pursue grant funding through WEDC's pilot downtown vibrant spaces grant. The grant supports improvements to public spaces to increase the vibrancies of Central Business Districts. Applicants must demonstrate how spaces would be activated through programming and design. The grant will be competitive. The CDA has developed a preliminary concept for green space design downtown and we are using this in our application. The maximum amount of award is \$50,000, requiring a \$50,000 match from the City. Source of the funding would be TID 3.

STAFF RECOMMENDATION:

Approve resolution as presented.

ATTACHMENTS:

Resolution Authorizing Application for a Vibrant Spaces Grant through the WI Economic Development Corporation to Support Downtown Revitalization Efforts.

MOTIONS FOR CONSIDERATION:

Motion to approve the resolution authorizing application for a Vibrant Spaces Grant from WEDC to support downtown revitalization efforts as presented.

RESOLUTION # _____

**Authorizing Application for a Vibrant Spaces Grant
through the Wisconsin Economic Development Corporation**

WHEREAS, the City of Waupun is aware of funding opportunities available through the Vibrant Spaces Pilot Grant Program administered by the Wisconsin Economic Development Corporation (WEDC); and

WHEREAS, the Vibrant Spaces Grant Program’s primary focus is to provide incentives for creation of visible and pedestrian-oriented public spaces that have the potential to attract multiple user groups and activities that impact the central business district in communities across Wisconsin; and,

WHEREAS, vacant city-owned lots located at 411, 415 and 421 E Main Street are in the heart of Waupun’s Historic Downtown District and proposed activation of these public spaces has the potential to serve as a catalyst for other redevelopment in the Main Street corridor and surrounding areas; and

WHEREAS, such redevelopment is supported by the City’s Community Development Authority and consistent with the City's TID 3 Project Plan to eliminate blight, the City’s 2040 Comprehensive Plan, the City’s Streetscaping Plan, and the City’s Economic Development plan, all calling for reinvestment in the City’s downtown commercial core with the creation of public gathering spaces; and,

WHEREAS, the City of Waupun recognizes the sizable investment required to develop this property, and that the Vibrant Spaces Grant reimburses expenses incurred but requires a 1:1 match; and,

WHEREAS, the City of Waupun wishes to make public space and infrastructure improvements in accordance with the City’s TID 3 Project Plan;

NOW, THEREFORE BE IT RESOLVED that the Common Council of the City of Waupun authorize the submission of an application to the WEDC Vibrant Spaces Grant program to support the redevelopment of 411, 415 and 421 E Main Street.

Approved this _____ day of January 2023.

Rohn W. Bishop, Mayor

ATTEST:

Angela J. Hull, City Clerk

6.05 PARKING LIMITATIONS.

(1) OFF-STREET PARKING.

- (a) When signs are erected in any off-street municipal parking lot giving notice thereof, no person shall park a vehicle in such lot for longer than 12 hours in any day, excepting on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas when parking shall be restricted.
- (b) This ordinance shall not alter the existing winter parking restrictions identified in Section 6.05(5) of the Waupun Municipal Code, and no person shall park any vehicle in any off-street parking municipal lot between 2:00 a.m. and 6:00 a.m. on any day during December, January, February and March, except for areas designated in the Waupun Municipal Code as "Overnight Off-Street Parking Areas".

(2) RESTRICTED PARKING. When signs are erected in any block giving notice thereof, no person shall park a vehicle for longer than the period hereinafter specified at any time between 8:00 a.m. and 6:00 p.m., except Sundays and the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas, or between 8:00 a.m. and 9:00 p.m. on Fridays upon the following streets or portions of streets, except when parking meters shall be erected on any portion thereof:

(a) Two Hour Parking Limits.

- 1. E. Main St. from Watertown St. to the railroad tracks of the railroad tracks.
- 2. Carrington St., S. Madison St., S. Mill St. and the west side of S. Forest St. between E. Main St. and E. Jefferson St. , **except as otherwise provided in this Municipal Code.**
- 3. Fond du Lac St., N. Madison St. and N. Mill St. Between E. Main St. and E. Franklin St., except as otherwise provided in this Municipal Code.
- 4. The north side of E. Franklin St. from Fond du Lac St. to Drummond St., except for the east 215 feet (front of 450 E. Franklin St.) and the west 150 feet (front of post office) of that portion of E. Franklin St. lying between the intersection of E. Franklin St. and N. Madison St. and E. Franklin St. and Fond du Lac St.
- 5. The south side of E. Jefferson St. from Carrington St. to Drummond St.
- 6. The south side of Olmstead St.
- 7. The east 98 feet of the south side of that portion of E. Franklin St. lying between N. Drummond St. and the railroad tracks.
- 8. The north 239.25 feet of the east side of that portion of S. Madison St. lying south of the intersection with E. Lincoln St.
- 9. The north side of that portion of E. Spring St. lying between N. Madison St. and Home Ave.
- 10. The east side of S. Drummond St. from its intersection with Olmstead St. to its intersection with Lincoln St.
- 11. The north side of W. Main St. beginning 27 feet west of the west curblineline of Commercial St. and continuing westerly for a distance of 64 feet.

(b) Three Hour Parking Limit.

- 1. The east side of S. Madison St. extending from the north curblineline of E. Lincoln St. and continuing north to a point 68 feet south of the south curblineline of E. Jefferson St.
- 2. The west side of S. West St. between W. Brown St. and Fox Lake Rd., except for the north 250 feet thereof.

-
3. The north side of E. Brown St. between Carrington St. and Watertown St. between the hours of 6:00 a.m. and 6:00 p.m.
 4. The east side of Division St. between Grandview Ave. and a point that is 343 feet north of the north curblineline of Grandview Ave. between the hours of 7:00 a.m. and 7:00 p.m.
 5. The west side of S. Division St., beginning 235 feet north of the curblineline of Grandview Ave., and continuing northerly for a distance of 140 feet, between the hours of 7:00 a.m. and 7:00 p.m.
 6. The north side of W. Lincoln St. commencing at the east curblineline of Rens Way and continuing east to a point due north of the west curblineline of Pattee Dr.
- (c) Fifteen Minute Limit.
1. The west 150 feet of the north side of that portion of E. Franklin St. (front of post office) lying between the intersection of E. Franklin St. and N. Madison St. and E. Franklin St. and Fond du Lac St.
 - ~~2. On the east of North Madison St. commencing 138 feet north of the north curblineline of East Main St. and continuing north for a distance of 19 feet.~~
 - ~~3. That portion of the east side of S. Madison St. lying between the 2 driveways to the off street parking lot of the Pella Lutheran Church, which is part of Secs. 90, 91, and 92.~~
- (d) Thirty Minute Limit. The east side of S. Madison St. extending from the south curblineline of E. Jefferson St. and continuing south for ~~68~~ 38 feet.
- (3) RESTRICTED PARKING AT ANY TIME.
- (a) Two-Hour Limit. When signs are erected in any block giving notice thereof, no person shall park a vehicle for longer than 2 hours at any time upon the following streets or portions of streets:
1. On the south side of E. Jefferson St. from S. Drummond St. to S. Forest St.
 2. On S. Drummond St. from E. Main St. to E. Brown St.
 3. On Shaler Dr. between E. Main St. and E. Jefferson St.
 4. On the east side of N. Drummond St. starting 29 feet north of the intersection of E. Main St continuing north to the to the intersection of E. Franklin St.
- (b) Three-Hour Limit. S. Grove St. between the hours of 7:30 a.m. and 4:30 p.m. during school days on the east and west sides of S. Grove St. commencing at the south curblineline of Sawyer St. to the north curblineline of Argonne St.
- (c) Handicapped Parking Zones. The following areas shall be signed for handicap parking and no person shall park or leave any vehicle standing in these areas unless a vehicle occupant is authorized by State law to utilize such parking areas:
1. On the east side of N. Madison St. commencing 39 feet north of the north curb line of E. Main St., going north for 21 feet.
 2. On the west side of Carrington St. commencing 39 feet south of the south curb line of E. Main St., going south for 20 feet.
 3. Four stalls as designated by signs in the parking lot located south of the 300 Block of E. Main St. (between S. Mill St., S. Madison St., E. Main St. and E. Jefferson St.). Part of Lots 1, 2, 3, 4, 5 and 6, Block 10, Plat of East Waupun.
 4. On the east side of Cochrane St. commencing 232 feet south of the south curblineline of E. Lincoln St. going south for 57 feet.

-
5. On the west side of Pine St. commencing 224 feet north of the north curbline of Tulip Ln. going north for 20 feet. (Cr. #16-03)
 6. Four stalls as designated by signs in the off-street parking area on W. Lincoln St. between Rens Way and Pattee Dr.
 7. On the east side of N. Madison St. commencing 38 feet north of the north curbline of E. Franklin St. going north for 20 feet.
 8. On the west side of S. Watertown St. commencing 137 feet north of the curbline of S. Watertown St. and E. Lincoln St. going north for 60 feet.
 9. On the north side of Buwalda Dr. commencing 375 feet west of the curbline of Buwalda Dr. and Shaler Dr. going west for 56 feet.
 10. On the west side of Brandon St. commencing 507 feet north of the curbline of Brandon St. and Rock River Ave. going north for 56 feet.
- (d) Senior Center Van Parking Stall.
1. One stall as designated by sign in the parking lot located south of the 300 Block of E. Main Street (between S. Mill St., S. Madison St., E. Main St. and E. Jefferson St.). Part of Lots 1, 2, 3 4, 5 and 6, Block 10, Plat of East Waupun.
- (e) No Parking. When signs are erected in any block giving notice thereof, no person shall park a vehicle at any time upon the following streets or portions of streets:
1. On the east side of Carrington St. between E. Jefferson St. and E. Brown St.
 2. On the east side of N. Madison St. commencing ~~138~~ 149 feet north of the north curbline of E. Main St. and commencing north for a distance of ~~19~~ 24 feet.
 3. On the south side of Brown St. from Carrington St. to Walker St.
 4. On either side of E. Jefferson St. from the railroad tracks to Drummond St.
 5. On the north side of E. Jefferson St. from Drummond St. to Young St.
 6. On the south side of E. Franklin St. between N. Watertown St. and N. Drummond St.
 7. On the east side of N. Forest St. between Main St. and Franklin St.
 8. At the intersection of E. Main St. and Drummond St.
The west 29 feet and the east 86 feet on the north side of E. Main St.
The west 21 feet and the east 31 feet on the south side of E. Main St.
The north 28 feet on the west side of N. Drummond St.
The north 29 feet on the east side of N. Drummond St.
The south 18 feet on the west side of S. Drummond St.
The south 22 feet on the east side of S. Drummond St.
 9. At the intersection of E. Main St. and Forest St.
The west 28 feet and the east 41 feet on the north side of E. Main St.
The west 39 feet and the east 31 feet on the south side of E. Main St.
The north 32 feet on the west side of N. Forest St.

-
- The north 26 feet on the east side of N. Forest St.
The south 32 feet on the west side of S. Forest St.
10. At the intersection of E. Main St. and Mill St.
The west 30 feet and the east 41 feet on the north side of E. Main St.
The west 40 feet and the east 29 feet on the south side of E. Main St.
The north 29 feet on the west side of N. Mill St.
The north 142 feet on the east side of N. Mill St.
The south 34 feet on the west side of S. Mill St.
The south 32 feet on the east side of S. Mill St.
11. At the intersection of E. Main St. and Madison St.
The west 26 feet and the east ~~28~~ 38 feet on the north side of E. Main St.
The west 37 feet and the east 30 feet on the south side of E. Main St.
The north 47 feet on the west side of N. Madison St.
The north ~~40~~ 41 feet on the east side of N. Madison St.
The south ~~47~~ 43 feet on the west side of S. Madison St.
The south ~~58~~ 74 feet on the east side of S. Madison St.
12. At the intersection on E. Main St. and Fond du Lac St./Carrington St.
The west 29 feet and the east 46 feet on the north side of E. Main St.
The west 42 feet and the east 107 feet on the south side of E. Main St.
The north 64 feet on the west side of Fond du Lac St.
The north 42 feet on the east side of Fond du Lac St.
The south 27 feet on the west side of Carrington St.
The south 48 feet on the east side of Carrington St.
13. At the intersection of E. Main St. and Watertown St.
The west 58 feet and the east 154 feet on the north side of E. Main St.
The west 86 feet and the east 128 feet on the south side of E. Main St.
The north 74 feet on the west side of N. Watertown St.
The north 62 feet on the east side of N. Watertown St.
The south 87 feet on the west side of S. Watertown St.
The south 72 feet on the east side of S. Watertown St.
14. At the intersection of S. Madison St. and E. Jefferson St.
The south ~~47~~ 48 feet and the north ~~58~~ 52 feet on the west side of S. Madison St.
The south ~~24~~ 30 feet and the north 43 feet on the east side of S. Madison St.
The west 46 feet and the east 37 feet on the south side of E. Jefferson St.

-
15. The south 142 feet of the east side of N. Mill St., being that portion of the east side of N. Mill St. between the center line of E. Main St. and the alley running in a general east-west direction through Block 15 of the Plat of East Waupun.
 16. On the east side of Walker St. from the intersection of W. Brown St. and Walker St., extending south a distance of 175 feet.
 17. Upon any street or alley whereon official no parking signs have been erected at or under the direction of the Chief of Police.
 18. The east side of S. Mill St. between E. Main St. and E. Jefferson St.; the west side of S. Mill St. between E. Main St. and E. Jefferson St.; and the west side of S. Mill St. between E. Jefferson St. and E. Brown St.
 19. On the east side of Carrington St. between E. Brown St. and E. Lincoln St.
 20. On the east side of Zimmerman St. between W. Franklin St. and W. Main St.
 21. On the east side of N. Mill St. from E. Main St. and E. Franklin St.
 22. The north side of W. Main St, between Brandon St. and River St.
 23. The west side of Brandon St. commencing at the north curbline of Main St. and continuing north 160 feet.
 24. All of the east and west sides of Beaver Dam St. lying between Jefferson St. and Main St.
 25. The south ~~108~~ 106 feet and the north ~~62~~ 64 feet of that portion of the west side of S. Madison St. lying between E. Lincoln St. and Olmstead St.
 26. The south ~~87~~ 85 feet of that portion of the west side of S. Madison St. lying between Olmstead St. and the Wisconsin State Prison.
 27. The entire east side of that portion of S. Drummond St. lying between E. Jefferson St. and E. Brown St.
 28. The northwest 55 feet of the northeast side of N. Grove St. and the northwest 211 feet of the southwest side of N. Grove St., measured from the point of intersection of N. Grove St. with the southeast boundary line of Fond du Lac St.
 29. The east side of S. Forest St. between E. Main St. and E. Jefferson St.
 30. The south side of that portion of E. Lincoln St. lying between the railroad tracks and S. Watertown St., and the north side of that portion of E. Lincoln St. lying between S. Madison St. and Carrington St. and the east ~~50~~ 60 feet of the north side of that portion of E. Lincoln St. lying between S. Madison St. and S. Drummond St.
 31. The east side of Beaver Dam St. from the south curbline of W. Brown St. extending south a distance of 43 feet.
 32. The east ~~64~~ 62 feet of the south side of that portion of Olmstead St. lying between S. Madison St. and S. Drummond St.
 33. The north side of Olmstead St.
 34. The east 48 feet of the west 348 feet of that portion of the south side of W. Main St. lying between the railroad tracks and the intersection with State St.
 35. That portion of the south side of E. Main St. lying between Shaler Dr. and the STH 151 overpass.

-
36. On that portion of the west side of S. Division St. between the driveway at 316 S. Division St. and the driveway at 318 S. Division St.
 37. The south side of Wilcox St. between Carrington St. and S. Grove St.
 38. The west 30 feet of the north side of E. Brown St. between S. Mill St. and S. Forest St.
 39. The north 96 feet of the east side of Fond du Lac St. lying between E. Main St. and E. Franklin St.
 40. Reserved.
 41. Reserved.
 42. The 120 feet of the north side of W. Jefferson St. being immediately east of the intersection of W. Jefferson St. and Beaver Dam St.
 43. The west side of S. Division St. between W. Jefferson St. and W. Brown St.
 44. The north side of W. Jefferson St. from the railroad crossing to S. State St.
 45. The east side of S. Forest St. from the corner of S. Forest and E. Jefferson St. South to the corner of S. Forest and E. Brown St. However, this prohibition shall not apply to vehicles temporarily lining up for a funeral procession.
 46. The west side of S. Drummond St. from the intersection of the west curblines of S. Drummond St. and the south curblines of E. Jefferson St., thence south 78 feet.
 47. The west side of S. Drummond St. from the intersection of the west curblines of S. Drummond St. and the south curblines of E. Brown St., thence 61 feet south to the north edge of the first driveway thereon.
 48. Along the north side of W. Main St., starting 138 feet west of the west curb line of River St. going west for 792 feet.
 49. On the south side of W. Jefferson St. from the east curblines of S. State St. easterly 37 feet.
 50. The west side of N. Drummond St. from the south curblines of E. Franklin St. southerly 173 feet.
 51. The south side of E. Main St. from the right-of-way of the railroad tracks easterly 148 feet.
 52. The north side of E. Main St. from the right-of-way of the railroad tracks easterly 202 feet.
 53. The east side of S. Drummond St. between E. Main St. and E. Jefferson St.
 54. The west side of Fond du Lac St. from a point 23 feet from the intersection of the south curblines of the alley, thence in a northeasterly direction to the intersection of the alley.
 55. The south side of W. Main St. between Johnson St. and Fox Lake Rd.
 56. The east side of S. Drummond St. from its intersection with E. Brown St. to a point 47 feet south of such intersection.
 57. The west side of N. State St. a distance of 162 feet from the alley to W. Franklin St.
 58. Reserved.
 59. The east side of Morse St. from E. Lincoln St. to Park Ave.
 60. The east side of S. Mill St., commencing at the curblines of E. Brown St. and 40 feet north from that point.

-
61. The west side of S. Madison St. from its intersection with E. Lincoln St. to a point ~~104~~ 106 feet south of the south curbline of E. Lincoln St. and from its intersection with Park Ave. to a point 28 feet north of the north curbline of Park Ave.
 62. The west side of S. Drummond St., commencing on the north side of the truck entrance of Waupun Correctional Institution Central Receiving, and continuing north for 20 feet.
 63. The west side of Drummond St., commencing on the south side of the truck entrance of Waupun Correctional Institution Central Receiving, and continuing south for 20 feet.
 64. The east side of S. Madison St., commencing at the south side of the Pella Lutheran Church exit and continuing south for 26 feet.
 65. On both sides of Shaler Dr., from E. Main St. through E. Jefferson St.
 66. On both sides of Gateway Dr., from its intersection with E. Main St. and continuing northerly through its intersection with Kelly Ave.
 67. The circular turnaround on Robin Rd.
 68. The south side of W. Jefferson St. commencing at the west curbline of S. Division St. and continuing west for 198 feet.
 69. The north side of W. Brown St. commencing at the west curbline of S. Division St. and continuing west for 280 feet.
 70. The west side of Elm Ave. commencing at the south curbline of Visser Ave. and continuing south to the north curbline of Grandview Ave.
 71. The west side of Fox Lake Rd. commencing at the south curb line of W. Main St. and continuing south for 182 feet.
 72. The west side of River St. commencing at the south curbline of Pioneer Ave. and continuing south for 119 feet.
 73. The north side of E. Lincoln St. commencing at the east curbline of S. Grove St. and continuing east to the west curbline of Shaler Dr.
 74. The north side of Main St. from the east curbline of Pluim Dr. to the west curbline of Shaler Dr.
 75. The south side of Main St. from a point due south of the west curbline of Pluim Dr. to the west curbline of Shaler Dr.
 76. The east side of S. Madison St. from the north curbline of E. Lincoln St. extending north a distance of ~~47~~ 38 feet.
 - ~~77. The west side of S. Madison St. from the north curbline of E. Jefferson St. extending north a distance of 58 feet.~~
 - ~~78. The west side of N. Madison St. from the north curbline of E. Franklin St. extending north a distance of 40 feet.~~
 - ~~79. The east side of N. Madison St. from the north curbline of E. Franklin St. extending north a distance of 38 feet.~~
 80. The west side of Beaver Dam St. from the north curbline of W. Brown St. extending north a distance of 50 feet.
 81. The west side of Beaver Dam St. from the south curbline of W. Brown St. extending south a distance of 35 feet.

-
82. The east side of Beaver Dam St. from the north curblines of W. Brown St. extending north a distance of 61 feet.
 83. The east side of Brandon St. commencing at the north curblines of Main St. and continuing north to a point which is 72 feet north of the north end of the Rock River Bridge.
 84. Reserved.
 85. The east side of Elm Ave. commencing at the north curblines of Grandview Ave. and extending north to the south curblines of McKinley Ave.
 86. The fire lane lying south of the Waupun Community Center and located immediately adjacent to Spring St., except for designated parking stalls.
 87. On the west side of S. Madison St. commencing at the south curblines of Park Ave. and continuing south for ~~20~~ 148 feet.
 88. The south side of W. Lincoln St. commencing at the east curb line of Beaver Dam St. and continuing east to the intersection of W. Lincoln St. with Waubun Ave.
 89. The east side of N. Drummond St. commencing at its intersection with E. Main St. and continuing north for 97 feet.
 90. The south side of Wilcox St. commencing at the west curb line of Welch St. extended south and continuing west for 165 feet.
 91. The south side of N. Watertown St. commencing at the easterly curb line of Fond du Lac St. extending in a southeasterly direction to a point due west of the north curb line of Park St. Also the north side of N. Watertown St. commencing at the easterly curb line of Fond du Lac St. extending in a southeasterly direction to the north curb line of Park St.
 92. The north side of Mayfair St. commencing 245 feet east of the curblines of S. Watertown St. going east along property line of 600 Mayfair St. for 185 feet.
 93. The north side of W. Jefferson St. extending from the west curblines of Liberty St. and continuing west for 397 feet.
 94. The west side of Rens Way commencing at the intersection of Pleasant Ave. going north for 30 feet.
 95. The north and south sides of Pleasant Ave. commencing at the intersection of Rens Way going west for 29 feet.
 96. The west side of Rens Way commencing at the intersection of Pleasant Ave. going south for 30 feet.
 97. The south side of W. Main St. from the west curb line of Fox Lake Rd. going west for 350 feet.
 98. The south side of E. Main St. from the west curblines of Shaler Dr. going west for 210 feet.
 99. On the south side of Jackson St. from the East curblines of N. Madison St. to the West curblines of Fond du Lac St. (Cr. #16-04)
 100. The east side of Beaver Dam St. from the south curblines of W. Jefferson St. extending south a distance of 61 feet. (Cr. #16-08)
 101. The south side of W. Jefferson Street from the west curblines of Beaver Dam St. extending east for a distance of 30 feet. (Cr. #16-08)
 102. The south side of W. Main St, between Beaver Dam St. and Elm Ave.

-
103. The north side of W. Main St, from the east curb line of Brandon St. going east for 402 feet.
 104. The south side of W. Main St., from the east curb line of Beaver Dam St. going east for 309 feet.
 105. The south side of W. Main St. between S. West St. to County Park Rd.
 106. The north side of W. Main St. between N. West St. to County Park Rd.
 107. The east side of Fox Lake Rd. commencing at the south curb line of W. Main St. going south for 230 feet.
 108. The south side of E. Main St. from the west curb line of Johnson St. to the east curb line of Fox Lake Rd.
 109. On the south side of W. Main St. commencing 304 feet west of the west curb line of Hillyer St. going west for 50 feet.
 110. On the south side of W. Main St. commencing 350 feet east of the east curb line of Bly St. going east for 49 feet.
 111. On the north side of W. Main St. commencing 394 feet west of the west curb line of N. Division St. going west for 99 feet.
 112. On the north side of W. Main St. commencing 266 feet east of Zimmerman St. going east for 115 feet.
 113. At the intersection of W. Main St. and S. State St.
The west 17 feet on the south side of W. Main St.
The west 19 feet on the north side of W. Main St.
 114. At the intersection of W. Main St. and N. Division St.
The west 48 feet on the north side of W. Main St.
The east 48 feet on the north side of W. Main St
The north 22 feet on the east side of N. Division St.
The north 24 feet on the west side of N. Division St.
 115. At the intersection of W. Main St. and Bly St.
The east 45 feet on the south side of W. Main St.
The west 50 feet on the south side of W. Main St.
The south 50 feet on the east side of Bly St.
The south 50 feet on the west side of Bly St.
 116. At the intersection of W. Main St. and Hillyer St.
The east 49 feet on the south side of W. Main St.
The west 51 feet on the south side of W. Main St.
The south 49 feet on the east side of Hillyer St.
The south 49 feet on the west side of Hillyer St.
 117. At the intersection of W. Main St. and Zimmerman St.
The east 59 feet on the north side of W. Main St.

-
- The west 57 feet on the north side of W. Main St.
The north 33 feet on the west side of Zimmerman St.
118. At the intersection of W. Main St. and Elm Ave.
The south 50 feet on the east side of Elm Ave.
The south 50 feet on the west side of Elm Ave.
The west 57 feet on the south side of W. Main St.
119. At the intersection of W. Main St. and River St.
The north 23 feet on the east side of River St.
The north 50 feet on the west side of River St.
The west 54 feet on the north side of W. Main St.
120. At the intersection of W. Main St. and Johnson St.
The east 118 feet on the south side of W. Main St.
The south 36 feet on the east side of Johnson St.
The south 44 feet on the west side of Johnson St.
121. At the intersection of W. Main St. and West St.
The east 48 feet on the south side of W. Main St.
The east 92 feet on the north side of W. Main St.
The south 32 feet on the east side of S. West St.
The north 50 feet on the east side of N. West St.

- (f) Street Storage. No person shall, without permit, park or store any motor home, mobile home, manufactured home, camper trailer or any motor vehicle having 2 or less axles, on any street in excess of 24 hours. No person shall, without permit, park or store any semi-tractor trailer or motor vehicle having more than 2 axles on any street in excess of 2 hours. This section shall not apply to the following:
1. Vehicles owned or operated by the City of Waupun.
 2. Commercial vehicles while directly engaged in activities for which such vehicles are necessary, including without limitation, loading and unloading goods, digging, hauling and trimming.
 3. The Board of Public Works may authorize, by resolution or otherwise, the issuance of complimentary parking permits to motor vehicle owners or operators visiting the City for the purpose of a convention, conference, tournament or other function determined to be primarily for a public, charitable, religious, philanthropic, educational or other nonprofit purpose.
- (g) Street Cleaning and Repair. Upon direction by an officer, the owner or operator of any parked vehicle shall immediately move the same from any street or alley for the purpose of permitting such street or alley to be repaired or cleaned or for the removal of snow.
- (h) Wisconsin State Penitentiary Official Parking Zone. That portion of the west side of S. Madison St. extending from a point 96 feet north of the main S. Madison St. entrance to a point 96 feet south of the main S. Madison St. entrance is designated as a restricted parking area for those persons having official business at the Wisconsin State Penitentiary. The warden, or his duly authorized agent, shall determine the persons who may utilize this restricted parking area while on official business, and no

other person shall park a motor vehicle or bicycle in the restricted parking area without the authorization of the warden or his designated agent.

- (i) Waupun Memorial Hospital Official Parking Zone. That portion of the east side of Elm Ave. extending from the south edge of the driveway leading to the Elm Ave. Clinic, southerly for 150 feet is designated as a restricted parking area for those doctors and physicians having official business at the Waupun Memorial Hospital. The Administrator of the Waupun Memorial Hospital, or his authorized agent, shall determine who may utilize this restricted parking area while on official business, and no other person shall park a motor vehicle or bicycle in the restricted parking area without the authorization of the Administrator or his designated agent.
- (j) Hospital Zone. When signs are erected giving notice, no person shall park a vehicle from Monday through Friday of any week on the west side of Beaver Dam St. commencing at the south curblineline of W. Jefferson St. extended south to the north curblineline of W. Brown St.
- (k) Hospital Parking. That portion of the north side of W. Brown St. extending from the curblineline of Beaver Dam St. continuing west 215 feet to the east side of the driveway is designated as clinic patient parking from 7:00 a.m. to 5:00 p.m. Monday through Friday, excluding Holidays. The administrator of the Waupun Memorial Hospital, or his or her authorized agent, shall determine who may utilize this restricted parking area while on official business, and no other person shall park a motor vehicle or bicycle in the restricted parking area without the authorization of the Administrator or his or her designated agent. Signs shall be placed giving adequate notice of these restrictions.
- (l) Restricted Parking. There shall be no parking on the west side of that portion of N. Grove St. lying between E. Franklin St. and Chapman Dr. between the hours of 6:00 p.m. and 10:00 p.m. during the months of May through August.
- (m) Mill St. Loading Zone. The east side of N. Mill St. 30 feet south of the public alley to a point 110 feet south of the southerly line of the alley shall be designated as a "Loading Zone," and no parking for purpose other than for the loading or unloading of supplies shall be permitted.
- (n) Reserved.
- (o) Waupun Correctional Institution Parking Zones. The following parking zones are established:
 - 1. A loading zone is established on the west side of S. Madison St., commencing 275 feet south from the south curblineline of E. Brown St. and continuing south for a distance of 40 feet; this area shall be signed as a "Loading Zone" and no person shall park or leave any vehicle standing in this area unless the vehicle is being used to transport goods to or from the Waupun Correctional Institution.
 - 2. A handicap parking zone is established on the west side of S. Madison St., commencing 315 feet south from the south curblineline of E. Brown St. and continuing south for a distance of 82 feet; this area shall be signed for handicap parking and no person shall park or leave any vehicle standing in this area unless a vehicle occupant is authorized by State law to utilize such parking area.
 - 3. No person shall park any vehicle for longer than 10 minutes on the west side of S. Madison St., commencing 767 feet south from the south curblineline of E. Brown St. and continuing south for a distance of 86 feet.
- (p) School Bus Loading Zones. The following street areas shall each be designated as a school bus loading zone, and no person may stop or leave any vehicle standing, whether temporarily or otherwise, between the hours of 7:30 a.m. and 4:30 p.m. during school days, except for school buses receiving and discharging passengers:
 - 1. E. Spring St. along the south curblineline beginning at a point 450 feet east of the east curblineline of North Madison Street for a distance of 435 feet east.

-
- ~~(q) North Madison Street Parking Lot Loading Zone. One parking space situated on the west side of the buildings fronting N. Madison St. on the 100 block of N Madison St. shall be designated as a "Loading Zone," to be used as such only while actually in the process of loading or unloading material or supplies from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporarily or otherwise, in this space between the hours of 7:30 a.m. and 6:00 p.m., Monday through Saturday. Such parking space commences 74 feet north of the north right of way line of the alley running in an easterly and westerly direction through that block. Such parking space is also 94 feet south of the south curblineline of E. Franklin St.~~
- (r) Restricted Parking Space, S. Drummond St. Loading Zone. Between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, there shall be no parking permitted along the east side of S. Drummond St., commencing with the intersection of the south line of the prison alley and S. Drummond St. southerly for a distance of 57 feet.
- (s) Pella Lutheran Church Loading Zone. That portion of the east side of S. Madison St., being 84 74 feet in length, and lying between the 2 driveways leading to the off-street parking lot of the Pella Lutheran Church shall be designated as a "Loading Zone," to be used as such only while actually in the process of unloading or loading materials, supplies or persons from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporary or otherwise, in this space other than for the above purposes.
- (t) National Rivet Loading Zone. That portion of the west side of S. Drummond St. lying between a point 150 feet south of the south curblineline of E. Main St. and E. Jefferson St. shall be designated as a loading zone to be used as such by persons only while actually in the process of loading or unloading materials, supplies or persons from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporary or otherwise, in this space other than for the above purposes.
- (u) 221 E. Jefferson St. Loading Zone. One 30-foot parking space situated on the south side of E. Jefferson St. in front of the building known as 221 E. Jefferson St. shall be designated as a loading zone to be used as such by persons only while actually in the process of unloading or loading materials, supplies or persons to and from a motor vehicle. No person may stop or leave any vehicle standing, whether temporarily or otherwise, in this space other than for the above purpose. In addition to the above 30 foot parking space, one 40-foot parking space, situated on the west side of S. Mill St., extending from the corner of E. Jefferson St. south 40 feet shall also be designated as a loading zone to be used as described in the sentences immediately preceding.
- (v) Parking in City Parks. Parking within City parks shall not be permitted without prior approval of the Director of Public Works.
- (w) Restricted Parking Space, N. Forest St. Between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday, there shall be no parking permitted along the east side of N. Forest St. commencing at the north curblineline of Jackson St. and thence north 100 feet.
- (x) Day Care Loading Zone. The north 68 feet of the east side of Walker St. and shall be designated as a loading zone to be used as such by persons only while actually in the process of loading or unloading materials, supplies or persons from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporary or otherwise, in this space other than for the above purposes.
- ~~(y) Restricted Parking, S. Madison St. No person shall park or leave any vehicle standing, whether temporarily or otherwise, on the west side of S. Madison St. from the north curblineline of Olmstead St. and continuing north 85 feet.~~
- (z) E. Lincoln St. Restrictions. No person may stop or leave any vehicle standing, whether temporarily or otherwise, between the hours of 7:30 a.m. and 4:30 p.m. during school days on the south side of E.

-
- Lincoln St. commencing at the east curbline of S. Grove St. and continuing east to the west curbline of Shaler Dr.
- (aa) There shall be no parking on the east side of Elm Ave. commencing 147 feet south of the south curbline of E. Main St. going south for 95 feet between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday.
 - (ab) There shall be no parking on the south side of E. Spring St. commencing 885 feet east of the east curbline of N. Madison St. going east for a distance of 470 feet between the hours of 7:30 a.m. and 4:30 p.m. during school days.
 - (bb) Medema Field Loading Zone. One stall as designated by a sign in the off-street parking area on W. Lincoln St. between Rens Way and Pattee Dr. shall be designated as a "Loading Zone" and no parking for purpose other than for the loading or unloading of supplies shall be permitted.
 - (cc) N. Drummond St. Loading Zone. On the west side of N. Drummond St. starting 29 feet north of the intersection of Main St. and going north 152 feet shall be designated as a loading zone to be used as such by persons only while in the process of loading or unloading materials, supplies or persons from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporary or otherwise, in this space other than for the above purposes.
- (4) Parking shall be permitted at all times on the north side of W. Lincoln St. from west curbline of Beaver Dam St. to a point directly north of the east curbline of Pattee Dr. This ordinance is enacted in accordance with the authority granted under § 346.52(2), Wis. Stats.
- (5) WINTER PARKING.
- (a) For a period of 48 hours immediately following an accumulated snowfall of 2 inches (or more, as measured at the Waupun Safety Building, no person shall park any vehicle on any street or alley in the City of Waupun between the hours of 2:00 a.m. and 6:00 a.m.
 - (b) The restrictions set forth in subsection (a) above shall not apply to Physicians or Emergency Medical Technicians on emergency calls.
 - (c) For a period of 24 hours immediately following an accumulated snowfall of 2 inches or more, as measured at the Waupun Safety Building, no person shall park any vehicle in any City parking lot between the hours of 2:00 a.m. and 6:00 a.m., except the following areas designated as "Overnight Off-Street Parking Areas":
 - 1. The northerly 20 feet of that parking area lying north of 300-312 E Main St., being part of the south half of Lot 4 Block 15 of the Plat of East Waupun to the City.
 - 2. The southerly 60 feet of the east 20 feet of that parking area lying north of 416 E Main St., being part of Lot 1 Block 14 of the Plat of East Waupun to the City.
 - 3. The southerly parking area lying south of the east-west alley running through the 400 block of E. Main St. between Carrington St. and S. Madison St. being a part of the north half of Lot 7, Block 11 of the Plat of East Waupun to the City and being 56 feet in depth and 61 feet in width.
 - 4. The northeast tier and southern tier of parking stalls in the municipal parking lot bordered by S. Mill St. and S. Madison St.
 - (d) With regard to each of the winter time, overnight, off-street parking areas listed in paragraph (c) above, the following parking limitations shall apply:
 - 1. No vehicle shall remain in any such parking space for longer than a 12 hour period.

-
2. No person shall park any vehicle in any parking space between the hours of 8:00 a.m. and 11:00 a.m. for a period of 24 hours immediately following an accumulated snowfall of 2 inches or more, as measured at the Waupun Safety Building.
- (e) The Director of Public Works or, in his absence, any member of the Police Department, may authorize immediate and summary removal of any vehicle parked in violation of these sections and the costs of removal and subsequent storage shall be paid by the owner of the vehicle removed before the vehicle is restored and released to the owner.
- (6) SPECIAL PRIVILEGE PARKING PERMIT.
- (a) May be Issued. Special privilege parking permits may be issued by the Police Department upon application and payment of the permit fee as required herein.
- (b) Parking Privilege. Such permit shall entitle the permittee to park any motor vehicle, upon which a special privilege parking permit is displayed in accordance with paragraph (e) herein, in any space in any off-street parking facility maintained by the City, without complying with time restrictions otherwise imposed, except that holders of these permits shall conform with the wintertime overnight parking restrictions set forth in paragraph (4)(b). In addition, in no event shall any vehicle be kept in any one parking spot for any longer than a 24-hour period. Vehicles must be moved at least once every 24 hours even when a special privilege parking permit is displayed.
- (c) Application. The application shall contain the name and address of the applicant.
- (d) Permit. In addition to the information required in paragraph (c) herein, the permit shall contain the month of issuance. All permits shall expire at midnight on the last day of the month of issue. The color of the permit shall alternate each month. All permits shall be numbered consecutively.
- (e) Permits to be Displayed. Permits shall be placed in the lower right-hand corner of the windshield or in such other conspicuous place as the Police Department may designate while the motor vehicle is in parked position.
- (f) Permit Fees. The special privileges fee shall be \$15.00 per month or \$150.00 per year. However, each business located in the downtown area, which is open for business at least 40 hours per week on a regular basis, shall be entitled to receive 2 parking permits free of charge. Businesses located in the downtown area shall be defined as those located on Main St. between Carrington St. and the railroad right-of-way and those located on the part of Carrington, Fond du Lac, Madison, Mill, Forest and Drummond Sts. south of Franklin St. and north of Jefferson St. The permit shall be used by persons engaged in the operation of the business at the times that the permits are used.
- (g) Revocation, Penalty. The permit of any person who shall violate any of the terms of this section shall be automatically revoked and may not be reinstated without approval of the City Council and the holder thereof shall be subject to the penalties as provided herein.
- (7) RESTRICTED PARKING DURING CERTAIN HOURS. When signs are erected in any block giving notice thereof, no person shall park a vehicle on the east 362 feet of that portion of the south side of E. Main St. lying west of Young St. between 6:00 a.m. and 6:00 p.m.
- (8) PUBLIC LIBRARY PARKING LOT.
- (a) Except as provided in subsection (b) below, no person shall park any motor vehicle or trailer in the public parking lot located adjacent to and immediately south and west of the Public Library, unless such person is using the Public Library at all times during which such vehicle or trailer is parked.
- (b) No person shall park a vehicle for longer than 12 hours in the western most row, the 4 west stalls of the north row, and the 4 west stalls of the south row, all in the parking lot area located adjacent to and immediately west of the Public Library.

-
- (c) Persons violating this subsection shall be subject to the penalties provided in §§ 6.15 and 6.16 of this chapter.
- (9) RESTRICTED PARKING DURING CERTAIN HOURS. No person shall park any vehicle between the hours of 10:00 p.m. and 6:00 a.m. on the north side of E. Jefferson St. from the west curblineline of Shaler Dr. westerly 338 feet.
- (10) SOUTH MILL STREET MUNICIPAL LOT RESTRICTED PARKING. When signs are erected giving notice, no person shall at any time park a vehicle for longer than 3 hours on the S. Mill St. municipal parking lot and adjacent alley.
- (11) CITY HALL LOT RESTRICTED PARKING. No person shall park any motor vehicle or trailer in the municipal parking lot located adjacent to and immediately south of the Waupun City Hall, unless such person is using the City Hall at all times during which such vehicle or trailer is parked. This restriction shall not apply to any vehicle or trailer which is owned or operated by the City of Waupun.
- (12) RESERVED.
- (13) DRUMMOND/FRANKLIN MUNICIPAL LOT. No person shall at any time park a vehicle for longer than 12 hours in the municipal parking lot located adjacent to N. Drummond St. and E. Franklin St.
- (14) CENTRAL WISCONSIN CHRISTIAN SCHOOLS PARKING. The north side of Pleasant Ave. commencing 278 feet west of the intersection of Pleasant Ave. and S. West St. for a distance of 230 feet shall be designated as no parking from 7:30 a.m. to 3:00 p.m. on school days.
- (Ord. No. 15-03, § 1, 6-9-2015; Ord. No. 15-04, § 1, 6-9-2015; Ord. No. 15-06, § 1, 7-14-2015; Ord. No. 15-07, § 1, 8-11-2015; Ord. No. 17-03, §§ 1—3, 3-14-2017; Ord. No. 17-12, § 1, 12-12-2017; Ord. No. 17-13, §§ 1, 2, 12-12-2017; Ord. No. 18-07, §§ 1, 2, 10-24-2018; Ord. No. 19-04, §§ 1—6, 6-25-2019; Ord. No. 19-08, § 1, 11-12-2019; Ord. No. 20-05, § 1, 6-9-2020, Ord. No. 20-07, § 1, 8-25-2020; Ord. No. 20-11, § 1, 11-10-2020; Ord. No. 21-01, § 1, 1-12-2021; Ord. No. 21-04, § 1, 8-17-2021; Ord. No. 21-05, § 1, 8-17-2021)

ORDINANCE # _____

AN ORDINANCE TO AMEND CHAPTER SIX OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "TRAFFIC CODE."

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

SECTION 1: Section 6.05(2)(a) of the Municipal Code of the City of Waupun entitled "Two Hour Parking Limits" is amended to revise subsection 2. as follows:

2. Carrington Street, South Madison Street, South Mill Street and west side of South Forest Street between East Main Street and East Jefferson Street, except as otherwise provided in this Municipal Code.

SECTION 2: Section 6.05(2)(c) of the Municipal Code of the City of Waupun entitled "Fifteen Minute Limit" is amended to eliminate subsections 2. and 3. in their entirety.

SECTION 3: Section 6.05(2)(d) of the Municipal Code of the City of Waupun entitled "Thirty Minute Limit" is amended as follows:

(d) Thirty Minute Limit. The east side of South Madison Street extending from the south curb line of East Jefferson Street and continuing south for 38 feet.

SECTION 4: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 2. as follows:

2. On the east side of North Madison Street commencing 149 feet north of the north curb line of East Main Street and continuing north for a distance of 24 feet.

SECTION 5: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 11. as follows:

11. At the intersection of East Main Street and Madison Street:

The west 26 feet and the east 38 feet on the north side of E. Main St.

The west 37 feet and the east 30 feet on the south side of E. Main St.

The north 47 feet on the west side of N. Madison St.

The north 41 feet on the east side of N. Madison St.

The south 43 feet on the west side of S. Madison St.

The south 74 feet on the east side of S. Madison St.

SECTION 6: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 14. as follows:

14. At the intersection of South Madison Street and East Jefferson Street:

The south 48 feet and the north 52 feet on the west side of S. Madison St.

The south 30 feet and the north 43 feet on the east side of S. Madison St.

The west 46 feet and the east 37 feet on the south side of E. Jefferson St.

SECTION 7: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 25. as follows:

25. The south 106 feet and the north 64 feet of that portion of the west side of S. Madison St. lying between E. Lincoln St. and Olmstead St.

SECTION 8: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 26. as follows:

26. The south 85 feet of that portion of the west side of S. Madison St. lying between Olmstead St. and the Wisconsin State Prison.

SECTION 9: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 30. as follows:

30. The south side of that portion of E. Lincoln St. lying between the railroad tracks and S. Watertown St., and the north side of that portion of E. Lincoln St. lying between S. Madison St. and Carrington St. and the east 60 feet of the north side of that portion of E. Lincoln St. lying between S. Madison St. and S. Drummond St.

SECTION 10: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 32. as follows:

32. The east 62 feet of the south side of that portion of Olmstead St. lying between S. Madison St. and S. Drummond St.

SECTION 11: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 61. as follows:

61. The west side of S. Madison St. from its intersection with E. Lincoln St. to a point 106 feet south of the south curb line of E. Lincoln St. and from its intersection with Park Ave. to a point 28 feet north of the north curb line of Park Ave.

SECTION 12: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 76. as follows:

76. The east side of S. Madison St. from the north curb line of E. Lincoln St. extending north a distance of 38 feet.

SECTION 13: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to eliminate subsections 77, 78 and 79 in their entirety.

SECTION 14: Section 6.05(3)(e) of the Municipal Code of the City of Waupun entitled "No Parking" is amended to revise subsection 87. as follows:

87. The west side of S. Madison St. commencing at the south curb line of Park Ave. and continuing south for 148 feet.

SECTION 15: Section 6.05(3) of the Municipal Code of the City of Waupun entitled "RESTRICTED PARKING AT ANY TIME" is amended to eliminate in their entirety, subsection (q) "North Madison Street Parking Lot Loading Zone," and subsection (y) "Restricted Parking, South Madison Street."

SECTION 16: All ordinances or portions of ordinances inconsistent with the provisions of this ordinance are repealed.

SECTION 17: This Ordinance shall be in full force and effect on its passage and publication as provided by law.

Enacted this ____ day of _____, 2022.

Rohn W. Bishop
Mayor

ATTEST:

Angela J. Hull
City Clerk



AGENDA SUMMARY SHEET

MEETING DATE: 1/10/2023

TITLE: Notice to Residents to serve the remaining unexpired term of the Aldermanic District 6 seat

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Angie Hull, City Clerk/Treasurer

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

ISSUE SUMMARY

Due to the recent vacancy in the City of Waupun, Fond Du Lac County, Aldermanic District 6 (Wards 11-12), the Council has options to consider, according to Statute 17.23, in the filling of this seat:

1. Appoint a successor to serve for the residue of the unexpired term
2. Hold a special election, as ordered by the common council under s. [8.50](#)
3. Office may remain vacant until an election is held

STAFF RECCOMENDATION:

As the Aldermanic District 6 seat does not expire until April 2024, I recommend I solicit for candidates to submit their interest in this vacancy, no later than Tuesday, February 7, 2023 by 4:00pm, for Council consideration and appointment at the February 14, 2023 Common Council meeting.

ATTACHMENTS:

None

RECCOMENDED MOTION:

Authorize City Clerk Hull to publish notice and accept application from candidates who wish to serve for the remaining unexpired term of the Aldermanic District 6 seat. Application shall be due no later than Tuesday, February 7, 2023 by 4:00pm, for Council consideration and appointment at the February 14, 2023 Common Council meeting.

District 6
Term Expires: April 18, 2023

Boards, Commissions, Committees – Monthly Meetings

Waupun Utility Commission:

Day of Month: 2nd Monday
Time: 4pm
Location: Waupun Utilities Conference Room

Waupun Common Council:

Day of Month: 2nd Tuesday
Time: 6pm
Location: Waupun City Hall Council Chambers

Community Development Authority (CDA):

Day of Month: 3rd Tuesday
Time: 8am
Location: Waupun City Hall Council Chambers

Committee of the Whole:

Day of Month: Last Tuesday
Time: 6pm
Location: Waupun City Hall Council Chambers

Fire and Police Commission (Ex-Officio Non-Voting)

Day of Month: Meet quarterly and/or on an as needed basis
Time: Members will be solicited for availability
Location: Waupun Safety Building

Transit Committee:

Day of Month: Meet on an as needed basis.
Time: Members will be solicited for availability

Location: Waupun City Hall Council Chambers



AGENDA SUMMARY SHEET

MEETING DATE: 1/10/2023

TITLE: PILOT Payment Settlement and 2023 Revenue Impacts

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Kathy Schlieve, City Administrator

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	\$33,547	

ISSUE SUMMARY:

The drop in the mill rate for 2023 was offset by a significant increase in the valuation of residential properties in 2022. Commercial property values did not increase at a similar rate. This resulted with an overpayment of the PILOT paid by Waupun Utilities for 2022. As part of the AP run included in the consent agenda, we have cut a check for \$33,547 to Waupun Utilities for overpayment of the PILOT in 2022. PILOT payments with Utilities have been decreasing and we would expect 2023 to be less than forecasted. We wanted to call this to your attention as this trend is placing additional pressure on general fund operations as revenues drop.

STAFF RECOMMENDATION:

ATTACHMENTS:

MOTIONS FOR CONSIDERATION:

Discussion only



AGENDA SUMMARY SHEET

MEETING DATE: 01/10/2023

TITLE: Future Meetings & Gatherings, License and Permit Applications, Expenses

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

ISSUE SUMMARY:

Future meetings/gatherings of the Common Council, consideration of licenses/permits, payment of expenses.

Future Meetings/Gatherings of the Body of the Common Council (All meetings begin at 6:00pm unless otherwise noticed)

Tuesday, January 31, 2023	Committee of the Whole	6:00PM
Tuesday, February 14, 2023	Common Council	6:00PM
Tuesday, February 28, 2023	Committee of the Whole	6:00PM
Tuesday, March 14, 2023	Common Council	6:00PM
Tuesday, March 28, 2023	Committee of the Whole	6:00PM
Tuesday, April 11, 2023	Common Council	6:00PM
Tuesday, April 18, 2023	Re-Organizational Meeting	5:30PM
Tuesday, April 25, 2023	Committee of the Whole	TBD

License and Permit Applications

OPERATOR LICENSE:

Donald Jenkins, Kathleen Schwark, Kristine Snow, Brielle Aylesworth, Devin Bleecker,

TEMPORARY CLASS B:

TAXI DRIVER LICENSE:

Penny Behm

ATTACHMENTS:

Expense Report(s)

RECOMENDED MOTION: Motion to approve the Consent Agenda. <i>(Roll Call)</i>
--

Report Criteria:

Report type: Summary

Check.Type = "Calculated"

Check Issue Date	Check Number	Payee	Amount
12/28/2022	122	CINTAS CORPORATION NO 2	518.96
12/28/2022	123	CREXENDO	451.84
12/28/2022	124	KWIK TRIP STORES	9,806.43
12/28/2022	125	WELLS FARGO PAYMENT REMITT	5,442.11
12/21/2022	105004	AMAZON CAPITAL SERVICES	710.37
12/21/2022	105005	ADVANTAGE POLICE SUPPLY INC	675.66
12/21/2022	105006	AIRGAS USA LLC	192.97
12/21/2022	105007	ALLIANT ENERGY/WP&L	1,602.12
12/21/2022	105008	ARMGA, BARB	75.95
12/21/2022	105009	BLACKSTONE TECHNOLOGIES LLC	1,301.86
12/21/2022	105010	BOUWKAMP, DARLENE	56.35
12/21/2022	105011	BROOKS SHOE & REPAIR	150.00
12/21/2022	105012	BROWN CAB SERVICE INC	10,758.91
12/21/2022	105013	CAPITAL NEWSPAPERS	279.61
12/21/2022	105014	CEDAR CORPORATION	15,139.46
12/21/2022	105015	CHARTER COMMUNICATIONS	1,178.56
12/21/2022	105016	COBAN TECHNOLOGIES INC	13,615.00
12/21/2022	105017	SSM HEALTH LABORATORIES	200.00
12/21/2022	105018	DALE MARKS	855.00
12/21/2022	105019	DESTINATION LAKE WINNEBAGO RE	4,095.01
12/21/2022	105020	DEVRIES WELDING LLC	47.10
12/21/2022	105021	DILLE, KAROL	51.45
12/21/2022	105022	FOND DU LAC COUNTY TREASURER	175.00
12/21/2022	105023	HALRON LUBRICANTS INC	248.30
12/21/2022	105024	HMF INNOVATIONS	999.00
12/21/2022	105025	HOMAN AUTO -GATEWAY	40.04
12/21/2022	105026	LYLE HULL & SON EQUIPMENT LLC	225.00
12/21/2022	105027	J.J. KELLER & ASSOCIATES INC	225.73
12/21/2022	105028	MSA PROFESSIONAL SERVICES INC	16,710.86
12/21/2022	105029	MACQUEEN EQUIPMENT	1,206.63
12/21/2022	105030	MEYER MECHANICAL LLC	496.00
12/21/2022	105031	MICK FISCHER TROPHY & ENGRAVIN	50.00
12/21/2022	105032	BUREAU VERITAS NAT'L ELEVATOR IN	240.00
12/21/2022	105033	NAVIS, MIKE	72.63
12/21/2022	105034	OSHKOSH OFFICE SYSTEMS	174.64
12/21/2022	105035	PETTY CASH-CITY HALL	71.25
12/21/2022	105036	PIGGLY WIGGLY DISCOUNT FOODS	196.74
12/21/2022	105037	PLUIM, JOAN	19.60
12/21/2022	105038	PROMOS 911, INC	399.67
12/21/2022	105039	PURCHASE POWER	1,005.00
12/21/2022	105040	REINDERS INC	559.74
12/21/2022	105041	SELECTIVE INSURANCE COMPANY	40,258.00
12/21/2022	105042	SOPER SEWER & WATER LLC	117,891.75
12/21/2022	105043	STANDARD & ASSOCIATES INC	202.00
12/21/2022	105044	STOBB PLUMBING & HEATING INC	225.00
12/21/2022	105045	STREICHER'S	942.85
12/21/2022	105046	TOWN OF CHESTER	2,022.61
12/21/2022	105047	TRUCK EQUIPMENT INC	2,740.26
12/21/2022	105048	UNIFORM SHOPPE	725.50

Check Issue Date	Check Number	Payee	Amount
12/21/2022	105049	VON BRIESEN & ROPER, S.C.	945.00
12/21/2022	105050	WALKING ON WATER INVESTMENTS,	15,000.00
12/21/2022	105051	WAUPUN UTILITIES	25,691.97
12/21/2022	105052	WERNER-HARMSSEN	150.00
12/21/2022	105053	WI BUILDING SUPPLY	505.86
12/21/2022	105054	WI DEPART OF TRANSPORTATION	986.96
12/21/2022	105055	TOP PACK DEFENSE LLC	262.77
12/21/2022	105056	MARCO TECHNOLOGIES LLC	160.91
12/21/2022	105057	WATERLOO TENT & TARP COMPANY I	4,845.89
12/28/2022	105058	GEWISS, ANDREW	5,642.53
12/28/2022	105059	HANKE, MATTHEW	199.89
12/28/2022	105060	LIMESTONE RIDGE PROPERTIES	141.35
12/28/2022	105061	MB SPRINGBROOK APARTMENTS LLC	7,209.16
12/28/2022	105062	ROSE HILL PROPERTIES LLC	44.13
12/28/2022	105063	RUSTIC RIDGE PROPERTIES	125.54
12/28/2022	105064	WALKER, DANIEL	199.89
12/30/2022	105065	AMAZON CAPITAL SERVICES	404.46
12/30/2022	105066	AIR ONE EQUIPMENT INC	1,367.98
12/30/2022	105067	CHARTER COMMUNICATIONS	139.98
12/30/2022	105068	CHEF CHANSE CUISINE	1,785.00
12/30/2022	105069	CONWAY SHIELD	158.00
12/30/2022	105070	DEVRIES WELDING LLC	193.00
12/30/2022	105071	FASTENAL CO	25.00
12/30/2022	105072	FOND DU LAC COUNTY	4,913.77
12/30/2022	105073	GOODYEAR COMMERCIAL TIRE & SE	1,105.80
12/30/2022	105074	HAMMES FIRE & SAFETY	140.00
12/30/2022	105075	INTERNATIONAL SOCIETY OF FIRE S	725.00
12/30/2022	105076	J.F. AHERN CO	236.00
12/30/2022	105077	LANGE ENTERPRISES	1,201.44
12/30/2022	105078	MICK FISCHER TROPHY & ENGRAVIN	194.50
12/30/2022	105079	MILTON PROPANE INC	170.99
12/30/2022	105080	MK CELLULAR	274.94
12/30/2022	105081	NAPA AUTO PARTS-WAUPUN	291.83
12/30/2022	105082	PETERSEN, CARLA	142.10
12/30/2022	105083	POMP'S TIRE	915.62
12/30/2022	105084	STOBB PLUMBING & HEATING INC	21.25
12/30/2022	105085	TRU CLEANERS LLC	150.00
12/30/2022	105086	VANBUREN, KELLEY	98.00
12/30/2022	105087	W.W. ELECTRIC MOTORS INC	463.00
12/31/2022	105088	AMAZON CAPITAL SERVICES	287.91
12/31/2022	105089	ARMGA, BARB	29.40
12/31/2022	105090	AT & T	129.40
12/31/2022	105091	COBAN TECHNOLOGIES INC	1,659.60
12/31/2022	105092	SSM HEALTH LABORATORIES	40.00
12/31/2022	105093	EMERGENCY MEDICAL PRODUCTS	251.52
12/31/2022	105094	MARTENS ACE HARDWARE	2,327.85
12/31/2022	105095	GLATFELTER SPECIALTY BENEFITS/V	12,553.75
12/31/2022	105096	GRAND VALLEY INSPECTION SERVIC	2,194.94
12/31/2022	105097	LAPPEN SECURITY PRODUCTS	270.00
12/31/2022	105098	LIFESTAR EMERGENCY MEDICAL	5,500.00
12/31/2022	105099	NAPA AUTO PARTS-WAUPUN	144.86
12/31/2022	105100	STAPLES CREDIT PLAN	710.29
12/31/2022	105101	STICKS AND STONES	40.00

Check Issue Date	Check Number	Payee	Amount
12/31/2022	105102	US CELLULAR	390.05
12/31/2022	105103	VANDEZANDE & KAUFMAN, LLP	1,060.00
12/31/2022	105104	WAUPUN UTILITIES	57.99
12/31/2022	105105	WI DEPT OF JUSTICE	28.00
Grand Totals:			<u>360,233.59</u>

Report Criteria:

Report type: Summary
Check.Type = "Calculated"

Report Criteria:

Report type: Invoice detail
Check.Type = "Calculated"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
ADVANTAGE POLICE SUPPLY INC						
ADVANTAGE POLICE SUPPLY INC	CLOTHING ALLOWANCE - BRZEZINSKI	12/21/2022	22-0104	100-12634	225.22	225.22
ADVANTAGE POLICE SUPPLY INC	CLOTHING ALLOWANCE - GILE	12/21/2022	22-0451	100-12634	225.22	225.22
ADVANTAGE POLICE SUPPLY INC	CLOTHING ALLOWANCE - HALVERSON - VEST	12/21/2022	22-0460	100-12634	225.22	225.22
Total ADVANTAGE POLICE SUPPLY INC:						675.66
AIR ONE EQUIPMENT INC						
AIR ONE EQUIPMENT INC	ANNUAL AIR MASK FLOW TESTING	12/30/2022	187717	100-50-5232-3-36	967.98	967.98
AIR ONE EQUIPMENT INC	ANNUAL SCBA MASK FIT TESTING	12/30/2022	188083	100-50-5232-3-36	400.00	400.00
Total AIR ONE EQUIPMENT INC:						1,367.98
AIRGAS USA LLC						
AIRGAS USA LLC	GAS FOR CUTTING & WELDING	12/21/2022	9132665520	100-70-5411-3-36	192.97	192.97
Total AIRGAS USA LLC:						192.97
ALLIANT ENERGY/WP&L						
ALLIANT ENERGY/WP&L	CITY HALL MONTHLY FUEL CHARGES - NOVEMBER 2022	12/21/2022	1780510000-N	100-70-5410-3-32	1,602.12	1,602.12
Total ALLIANT ENERGY/WP&L:						1,602.12
AMAZON CAPITAL SERVICES						
AMAZON CAPITAL SERVICES	ROTARY TRUCK LIFT PUMP	12/21/2022	1FW6-DJHH-9	100-70-5411-3-36	484.50	484.50
AMAZON CAPITAL SERVICES	REPLACE FILTER FOR BOTTLE FILLER BUBBLER AT LIBRARY	12/21/2022	1C6W-KVDN-	100-70-5410-3-36	60.88	60.88
AMAZON CAPITAL SERVICES	ARC FLASH LABELS	12/21/2022	166K-XTGL-K	100-70-5410-3-36	164.99	164.99
AMAZON CAPITAL SERVICES	NEW PUMP FOR DEF BARREL	12/30/2022	1K9W-N3L1-N	100-70-5411-3-36	39.49	39.49
AMAZON CAPITAL SERVICES	USB DOCKING STATION/MONITORS	12/30/2022	1PWH-C9NK-	100-10-5141-3-38	364.97	364.97
AMAZON CAPITAL SERVICES	2 COMPUTER MONITORS FOR FINANCE DIRECTOR	12/31/2022	1HK9-3RPY-9	100-10-5153-3-38	197.94	197.94
AMAZON CAPITAL SERVICES	PORTABLE CAR BATTERY STARTER AND TOURNIQUETS	12/31/2022	1TPH-9JV4-G	100-40-5212-3-38	89.97	89.97
Total AMAZON CAPITAL SERVICES:						1,402.74
ARMGA, BARB						
ARMGA, BARB	FILE ORGANIZING	12/21/2022	12-15-22	100-10-5142-1-10	75.95	75.95
ARMGA, BARB	UPDATE RECORDS	12/31/2022	12-30-22	100-10-5142-1-10	29.40	29.40
Total ARMGA, BARB:						105.35
AT & T						
AT & T	POLICE DEPT MONTHLY PHONE CHARGES	12/31/2022	NOV20-DEC1	100-40-5211-3-31	129.40	129.40
Total AT & T:						129.40
BLACKSTONE TECHNOLOGIES LLC						
BLACKSTONE TECHNOLOGIES LLC	COLD PATCH FOR STREETS	12/21/2022	222006	100-70-5431-3-36	1,301.86	1,301.86

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total BLACKSTONE TECHNOLOGIES LLC:						1,301.86
BOUWKAMP, DARLENE						
BOUWKAMP, DARLENE	FILE ORGANIZING	12/21/2022	12-15-22	100-10-5142-1-10	56.35	56.35
Total BOUWKAMP, DARLENE:						56.35
BROOKS SHOE & REPAIR						
BROOKS SHOE & REPAIR	BOOT ALLOWANCE - STOBBS, CHUCK	12/21/2022	44026	100-70-5412-3-38	150.00	150.00
Total BROOKS SHOE & REPAIR:						150.00
BROWN CAB SERVICE INC						
BROWN CAB SERVICE INC	NOVEMBER MONTHLY TAXI SERVICE 2022	12/21/2022	3217	501-10-5154-3-38	10,758.91	10,758.91
Total BROWN CAB SERVICE INC:						10,758.91
BUREAU VERITAS NAT'L ELEVATOR INSPECTION						
BUREAU VERITAS NAT'L ELEVATOR I	LIBRARY ELEVATOR ROUTINE INSPECTION - DEC 2022	12/21/2022	RI 22034040	100-70-5410-3-36	80.00	80.00
BUREAU VERITAS NAT'L ELEVATOR I	SAFETY BUILDING-ROUTINE INSPECTION - DEC 2022	12/21/2022	RI 22034041	100-70-5410-3-36	80.00	80.00
BUREAU VERITAS NAT'L ELEVATOR I	CITY HALL-ROUTINE INSPECTION - DEC 2022	12/21/2022	RI 22034125	100-70-5410-3-36	80.00	80.00
Total BUREAU VERITAS NAT'L ELEVATOR INSPECTION:						240.00
CAPITAL NEWSPAPERS						
CAPITAL NEWSPAPERS	PUBLIC TEST FINAL 11-8-22	12/21/2022	129219	100-10-5142-3-35	8.14	8.14
CAPITAL NEWSPAPERS	TYPE D NOTICE LOCATION & HOURS POLLING PLACE 11-8-22 ELECTION	12/21/2022	129221	100-10-5142-3-35	32.42	32.42
CAPITAL NEWSPAPERS	TYPE A - C WAUPUN DRAFT 2023	12/21/2022	130014	100-10-5142-3-35	33.84	33.84
CAPITAL NEWSPAPERS	PUBLIC HEARING NOTICE - ORD - SHIPPING CONT 11-30-22	12/21/2022	134306	100-10-5110-3-35	179.93	179.93
CAPITAL NEWSPAPERS	10 W MAIN ST - COND USE PUBLIC HEARING	12/21/2022	136401	100-10-5110-3-35	25.28	25.28
Total CAPITAL NEWSPAPERS:						279.61
CEDAR CORPORATION						
CEDAR CORPORATION	PUBLIC SAFETY BUILDING SITE REVIEW	12/21/2022	113882	400-40-5211-8-00	1,000.00	1,000.00
CEDAR CORPORATION	SENIOR CENTER DESIGN & PLANNING	12/21/2022	113883	400-20-5513-8-00	14,139.46	14,139.46
Total CEDAR CORPORATION:						15,139.46
CHARTER COMMUNICATIONS						
CHARTER COMMUNICATIONS	GARAGE - TV, INTERNET	12/21/2022	15199-DEC22	100-70-5412-3-38	226.12	226.12
CHARTER COMMUNICATIONS	PD - TV	12/21/2022	18615-DEC22	100-40-5211-3-38	82.62	82.62
CHARTER COMMUNICATIONS	PD - INTERNET	12/21/2022	3194-DEC22	100-40-5211-3-38	490.00	490.00
CHARTER COMMUNICATIONS	AQUATIC CENTER	12/21/2022	54053-DEC22	100-20-5523-3-38	114.97	114.97
CHARTER COMMUNICATIONS	MUSEUM - INTERNET - PD BY HISTORICAL SOCIETY	12/21/2022	84621-DEC22	100-13850	99.99	99.99
CHARTER COMMUNICATIONS	SENIOR CENTER - TV, INTERNET	12/21/2022	16011-DEC22	100-20-5513-3-38	164.86	164.86
CHARTER COMMUNICATIONS	CITY HALL - INTERNET	12/30/2022	13430-DEC22	100-10-5197-3-31	139.98	139.98
Total CHARTER COMMUNICATIONS:						1,318.54

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
CHEF CHANSE CUISINE						
CHEF CHANSE CUISINE	AWARDS BANQUET MEAL 2022	12/30/2022	12-10-22	100-50-5231-3-38	1,785.00	1,785.00
Total CHEF CHANSE CUISINE:						1,785.00
CINTAS CORPORATION NO 2						
CINTAS CORPORATION NO 2	SAFETY BUILDING RUGS - NOV 2022	12/28/2022	4137489485	100-70-5410-3-38	81.96	81.96
CINTAS CORPORATION NO 2	SENIOR CENTER RUGS - NOV 2022	12/28/2022	4137489577	100-70-5410-3-38	49.36	49.36
CINTAS CORPORATION NO 2	CITY HALL RUGS - NOV 2022	12/28/2022	4137489617	100-70-5410-3-38	107.95	107.95
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - NOV 2022	12/28/2022	4137489844	100-70-5411-3-38	69.14	69.14
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - NOV 2022	12/28/2022	4138268168	100-70-5412-3-38	38.40	38.40
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - DEC 2022	12/28/2022	4139117543	100-70-5411-3-38	37.65	37.65
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - DEC 2022	12/28/2022	4139804097	100-70-5411-3-38	37.65	37.65
CINTAS CORPORATION NO 2	LIBRARY RUGS - NOV 2022	12/28/2022	7137489615	100-70-5410-3-38	96.85	96.85
Total CINTAS CORPORATION NO 2:						518.96
COBAN TECHNOLOGIES INC						
COBAN TECHNOLOGIES INC	CAR VIDEO SYSTEM	12/21/2022	50270	220-40-5213-3-38	13,615.00	13,615.00
COBAN TECHNOLOGIES INC	4-1 IN CAR VIDEO DEVICE & BODY CAM SOFTWARE COVERAGE	12/31/2022	50281	100-40-5211-3-38	1,659.60	1,659.60
Total COBAN TECHNOLOGIES INC:						15,274.60
CONWAY SHIELD						
CONWAY SHIELD	CLOTHING ALLOWANCE - DEMAA	12/30/2022	0500588	100-12634	158.00	158.00
Total CONWAY SHIELD:						158.00
CREXENDO						
CREXENDO	SENIOR CENTER PHONE CHARGES - DEC 2022	12/28/2022	DEC2022	100-20-5513-3-31	451.84	451.84
Total CREXENDO:						451.84
DALE MARKS						
DALE MARKS	RADIO REPETER SYSTEM	12/21/2022	3566	410-70-5412-4-00	855.00	855.00
Total DALE MARKS:						855.00
DESTINATION LAKE WINNEBAGO REGION						
DESTINATION LAKE WINNEBAGO RE	70% OF ROOM TAX - NOVEMBER 2022	12/21/2022	NOVEMBER 2	430-70-5436-3-42	4,095.01	4,095.01
Total DESTINATION LAKE WINNEBAGO REGION:						4,095.01
DEVRIES WELDING LLC						
DEVRIES WELDING LLC	BRACKETS FOR NEW RADAR SPEED SIGN	12/21/2022	01984	100-70-5441-3-36	47.10	47.10
DEVRIES WELDING LLC	BRACKETS FOR NEW RADAR SPEED SIGN	12/30/2022	01995	100-70-5441-3-36	68.00	68.00
DEVRIES WELDING LLC	REINFORCE OIL PAN - SKID PLATE #152-20	12/30/2022	01996	100-70-5411-3-36	125.00	125.00
Total DEVRIES WELDING LLC:						240.10
DILLE, KAROL						
DILLE, KAROL	FILE ORGANIZING	12/21/2022	12-15-22	100-10-5142-1-10	51.45	51.45

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total DILLE, KAROL:						51.45
EMERGENCY MEDICAL PRODUCTS						
EMERGENCY MEDICAL PRODUCTS	GLOVES/PREP PADS/EPI	12/31/2022	2513255	100-50-5230-3-38	251.52	251.52
Total EMERGENCY MEDICAL PRODUCTS:						251.52
FASTENAL CO						
FASTENAL CO	WASHERS FOR INSTALLING SIGNS	12/30/2022	WIBEA123290	100-70-5411-3-36	25.00	25.00
Total FASTENAL CO:						25.00
FOND DU LAC COUNTY						
FOND DU LAC COUNTY	SALT	12/30/2022	22610849	100-70-5435-3-36	4,913.77	4,913.77
Total FOND DU LAC COUNTY:						4,913.77
FOND DU LAC COUNTY TREASURER						
FOND DU LAC COUNTY TREASURER	TAX BILL ENVELOPES	12/21/2022	25078	100-10-5141-3-38	175.00	175.00
Total FOND DU LAC COUNTY TREASURER:						175.00
GEWISS, ANDREW						
GEWISS, ANDREW	2022 TAX REFUND	12/28/2022	12-29-22	100-13850	5,642.53	5,642.53
Total GEWISS, ANDREW:						5,642.53
GLATFELTER SPECIALTY BENEFITS/VFIS						
GLATFELTER SPECIALTY BENEFITS/	LENGTH OF SERVICE AWARDS	12/31/2022	12-31-22	100-50-5231-1-10	12,553.75	12,553.75
Total GLATFELTER SPECIALTY BENEFITS/VFIS:						12,553.75
GOODYEAR COMMERCIAL TIRE & SER						
GOODYEAR COMMERCIAL TIRE & SE	TIRES - POLICE DEPT	12/30/2022	132-1195086	100-40-5212-3-36	1,105.80	1,105.80
Total GOODYEAR COMMERCIAL TIRE & SER:						1,105.80
GRAND VALLEY INSPECTION SERVICES						
GRAND VALLEY INSPECTION SERVIC	BLG INSPECTION-ZONING ADMIN DEC 2022	12/31/2022	2023-11	230-30-5241-3-38	2,194.94	2,194.94
Total GRAND VALLEY INSPECTION SERVICES:						2,194.94
HALRON LUBRICANTS INC						
HALRON LUBRICANTS INC	DEF FLUID FOR EQUIPMENT	12/21/2022	0176616-IN	100-70-5411-3-36	248.30	248.30
Total HALRON LUBRICANTS INC:						248.30
HAMMES FIRE & SAFETY						
HAMMES FIRE & SAFETY	DEEP FRYER INSPECTION AT COMMUNITY CENTER	12/30/2022	39629	100-70-5410-3-36	140.00	140.00
Total HAMMES FIRE & SAFETY:						140.00
HANKE, MATTHEW						
HANKE, MATTHEW	2022 LOTTERY REFUND	12/28/2022	12-29-22	202-26120	199.89	199.89

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total HANKE, MATTHEW:						199.89
HMF INNOVATIONS	LIONS DONATED BENCH DODGE PARK	12/21/2022	1164	220-20-5520-3-38	999.00	999.00
Total HMF INNOVATIONS:						999.00
HOMAN AUTO -GATEWAY	REPLACE LEAKING TRANSMISSION LINE #39-06	12/21/2022	1019725	100-70-5411-3-36	40.04	40.04
Total HOMAN AUTO -GATEWAY:						40.04
INTERNATIONAL SOCIETY OF FIRE SERVICE	LIVE FIRE INSTRUCTOR TRAINING	12/30/2022	23258	100-50-5234-3-37	725.00	725.00
Total INTERNATIONAL SOCIETY OF FIRE SERVICE:						725.00
J.F. AHERN CO	ANNUAL SPRINKLER TEST	12/30/2022	545994	100-70-5410-3-36	236.00	236.00
Total J.F. AHERN CO:						236.00
J.J. KELLER & ASSOCIATES INC	CDL TRAINING MATERIALS	12/21/2022	9107590021	100-70-5411-3-37	225.73	225.73
Total J.J. KELLER & ASSOCIATES INC:						225.73
KWIK TRIP STORES	DPW MONTHLY FUEL PURCHASES - NOV 2022	12/28/2022	DPW-NOV22	100-70-5411-3-38	6,058.83	6,058.83
KWIK TRIP STORES	FIRE DEPT MONTHLY FUEL - NOV 2022	12/28/2022	FD-NOV22	100-50-5232-3-38	857.36	857.36
KWIK TRIP STORES	POLICE DEPT MONTHLY FUEL - NOV 2022	12/28/2022	PD-NOV22	100-40-5212-3-38	2,890.24	2,890.24
Total KWIK TRIP STORES:						9,806.43
LANGE ENTERPRISES	SIGNS	12/30/2022	82581	100-70-5441-3-36	1,201.44	1,201.44
Total LANGE ENTERPRISES:						1,201.44
LAPPEN SECURITY PRODUCTS	SERVICE @ COMM C.	12/31/2022	LSPQ48235	100-70-5410-3-36	270.00	270.00
Total LAPPEN SECURITY PRODUCTS:						270.00
LIFESTAR EMERGENCY MEDICAL	ACLS SERVICE- DEC 2022	12/31/2022	21-0155	100-10-5255-3-38	5,500.00	5,500.00
Total LIFESTAR EMERGENCY MEDICAL:						5,500.00
LIMESTONE RIDGE PROPERTIES	2022 TAX REFUND	12/28/2022	12-29-22	100-13850	141.35	141.35

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total LIMESTONE RIDGE PROPERTIES:						141.35
LYLE HULL & SON EQUIPMENT LLC	COMMUNITY CENTER HEATER REPAIR	12/21/2022	66	100-70-5410-3-36	225.00	225.00
Total LYLE HULL & SON EQUIPMENT LLC:						225.00
MACQUEEN EQUIPMENT	REPLACE INTAKE HOSE - #156-10	12/21/2022	P26910	700-10-5192-3-36	1,206.63	1,206.63
Total MACQUEEN EQUIPMENT:						1,206.63
MARCO TECHNOLOGIES LLC	KONICA MINOLTA C3001 COPIER - CONTRACT	12/21/2022	489252767	100-40-5211-3-38	160.91	160.91
Total MARCO TECHNOLOGIES LLC:						160.91
MARTENS ACE HARDWARE	CREDIT - STAIN	12/31/2022	224626 - DEC	100-70-5410-3-36	19.99	19.99
MARTENS ACE HARDWARE	VARNISH/PAINT BRUSH	12/31/2022	224628 - DEC	100-70-5410-3-36	24.56	24.56
MARTENS ACE HARDWARE	UPS POSTAGE CHARGE	12/31/2022	224663 - DEC	100-50-5231-3-33	22.77	22.77
MARTENS ACE HARDWARE	UPS POSTAGE CHARGE	12/31/2022	224664 - DEC	100-40-5211-3-33	26.48	26.48
MARTENS ACE HARDWARE	CABLETIE	12/31/2022	224679 - DEC	100-50-5232-3-38	61.96	61.96
MARTENS ACE HARDWARE	HIGHLIGHTERS/SIMPLE GREEN	12/31/2022	224724 - DEC	100-70-5412-3-36	35.96	35.96
MARTENS ACE HARDWARE	FASTENERS	12/31/2022	224735 - DEC	100-70-5441-3-36	13.90	13.90
MARTENS ACE HARDWARE	TRIM BRUSH/BRUSH FLAT WALL/ SOCKET EXTENDER/PAINT GUN - BOBBY WILLIAMS - PD	12/31/2022	224746 - DEC	100-70-5410-3-36	16.94	16.94
MARTENS ACE HARDWARE	BATTERIES	12/31/2022	224752 - DEC	100-12634	975.00	975.00
MARTENS ACE HARDWARE	BATTERIES	12/31/2022	224756 - DEC	100-70-5410-3-36	23.98	23.98
MARTENS ACE HARDWARE	BUNGEE CORD/HEX HEAD CONCRETE/LAMPHOLDER/HOOK CLOTHSPIN	12/31/2022	224777 - DEC	100-70-5410-3-36	48.95	48.95
MARTENS ACE HARDWARE	BUNGEE CORD/HOOK CLOTHSPIN/CONCRETE REPAIR/RYL INT SAT UWB QT	12/31/2022	224787 - DEC	100-70-5410-3-36	36.95	36.95
MARTENS ACE HARDWARE	START FLUID/FASTENERS	12/31/2022	224788 - DEC	100-70-5411-3-36	20.96	20.96
MARTENS ACE HARDWARE	FASTENERS	12/31/2022	224795 - DEC	100-70-5411-3-36	4.49	4.49
MARTENS ACE HARDWARE	MICE BAIT	12/31/2022	224797 - DEC	100-70-5410-3-36	9.99	9.99
MARTENS ACE HARDWARE	BOLT U/CONN WIRE	12/31/2022	224812 - DEC	100-20-5525-3-36	18.97	18.97
MARTENS ACE HARDWARE	FASTENERS	12/31/2022	224814 - DEC	100-70-5441-3-36	15.12	15.12
MARTENS ACE HARDWARE	FASTENERS	12/31/2022	224836 - DEC	100-70-5411-3-36	8.99	8.99
MARTENS ACE HARDWARE	SCREW EYE/HOOK CLOTHSPIN/RING HITCHING/TARP STRAP RUBBER	12/31/2022	224852 - DEC	100-70-5412-3-36	46.68	46.68
MARTENS ACE HARDWARE	CONCRETE ANCHOR/MENDER HOSE	12/31/2022	224858 - DEC	100-70-5412-3-36	35.58	35.58
MARTENS ACE HARDWARE	LAMPHOLDER	12/31/2022	224871 - DEC	100-70-5410-3-36	8.99	8.99
MARTENS ACE HARDWARE	BELT	12/31/2022	224912 - DEC	100-70-5410-3-36	25.99	25.99
MARTENS ACE HARDWARE	JNT COMPOUND WALLBOARD	12/31/2022	224913 - DEC	100-70-5410-3-36	9.99	9.99
MARTENS ACE HARDWARE	AIR FRESHENERS/PIN HITCH/BASE MAGNET	12/31/2022	224915 - DEC	100-70-5411-3-36	30.55	30.55
MARTENS ACE HARDWARE	FASTENERS	12/31/2022	224917 - DEC	100-70-5411-3-36	14.98	14.98
MARTENS ACE HARDWARE	BRUSH	12/31/2022	224941 - DEC	100-70-5412-3-36	8.99	8.99
MARTENS ACE HARDWARE	PARTS/SUPPLIES TO REPLACE FLUORESCENT FIXTURES TO LED AT MUSEUM	12/31/2022	224946 - DEC	100-70-5410-3-36	71.13	71.13
MARTENS ACE HARDWARE	PAINT/SEALER	12/31/2022	224950 - DEC	100-70-5412-3-36	67.98	67.98
MARTENS ACE HARDWARE	SCREW EXTRACT	12/31/2022	224952 - DEC	100-70-5410-3-38	14.99	14.99
MARTENS ACE HARDWARE	PAINTERS TAPE	12/31/2022	224959 - DEC	100-70-5412-3-36	32.94	32.94
MARTENS ACE HARDWARE	BATTERY	12/31/2022	224977 - DEC	100-40-5212-3-38	9.99	9.99

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
MARTENS ACE HARDWARE	FASTENERS/KEY	12/31/2022	225065 - DEC	100-70-5411-3-36	7.18	7.18
MARTENS ACE HARDWARE	HAIR REMOVER - DRAIN OPENER	12/31/2022	225075 - DEC	100-70-5410-3-36	9.99	9.99
MARTENS ACE HARDWARE	SWITCH/TOGGLE SWITCHES	12/31/2022	225083 - DEC	100-70-5410-3-36	9.57	9.57
MARTENS ACE HARDWARE	PIN/HITCH PIN/TOPLINK PIN/FASTENERS	12/31/2022	225105 - DEC	100-70-5411-3-36	49.91	49.91
MARTENS ACE HARDWARE	CONN LOCKING - PLUG-IN FOR AMBULANCE	12/31/2022	225114 - DEC	100-50-5230-3-36	24.99	24.99
MARTENS ACE HARDWARE	ANTIFREEZE	12/31/2022	225140 - DEC	100-70-5411-3-36	41.94	41.94
MARTENS ACE HARDWARE	FOOT/HAND WARMERS	12/31/2022	225174 - DEC	100-50-5232-3-38	319.62	319.62
MARTENS ACE HARDWARE	SCREWDRIVER/EYE LIGHT CONTROL	12/31/2022	225221 - DEC	100-20-5525-3-36	23.98	23.98
MARTENS ACE HARDWARE	PINE SOL/LED A19	12/31/2022	225249 - DEC	100-70-5410-3-36	37.97	37.97
MARTENS ACE HARDWARE	CAULK	12/31/2022	225275 - DEC	100-70-5410-3-36	13.98	13.98
MARTENS ACE HARDWARE	PAPER TOWEL	12/31/2022	225284 - DEC	100-70-5410-3-36	38.97	38.97
MARTENS ACE HARDWARE	TERMINAL KIT	12/31/2022	225321 - DEC	100-40-5212-3-38	24.99	24.99
Total MARTENS ACE HARDWARE:						2,327.85
MB SPRINGBROOK APARTMENTS LLC						
MB SPRINGBROOK APARTMENTS LL	2022 TAX REFUND	12/28/2022	12-29-22	100-13850	7,209.16	7,209.16
Total MB SPRINGBROOK APARTMENTS LLC:						7,209.16
MEYER MECHANICAL LLC						
MEYER MECHANICAL LLC	REPAIR LEAKING PIPE WEST OF BOILER	12/21/2022	1674	100-70-5410-3-36	496.00	496.00
Total MEYER MECHANICAL LLC:						496.00
MICK FISCHER TROPHY & ENGRAVING						
MICK FISCHER TROPHY & ENGRAVIN	NAME PLATE HOLDER/LASER ENGRAVE BLACK/GOLD SIGN	12/21/2022	2569	100-10-5110-3-38	50.00	50.00
MICK FISCHER TROPHY & ENGRAVIN	RETIREMENT PLAQUES - FD	12/30/2022	2600	100-50-5231-3-38	194.50	194.50
Total MICK FISCHER TROPHY & ENGRAVING:						244.50
MILTON PROPANE INC						
MILTON PROPANE INC	PROPANE FOR FORK LIFT	12/30/2022	U0164237	100-70-5411-3-38	170.99	170.99
Total MILTON PROPANE INC:						170.99
MK CELLULAR						
MK CELLULAR	CELL PHONE - SCHLIEVE	12/30/2022	MKSMBIN189	100-10-5191-3-31	274.94	274.94
Total MK CELLULAR:						274.94
MSA PROFESSIONAL SERVICES INC						
MSA PROFESSIONAL SERVICES INC	MILL STREET ONE-WAY PREP	12/21/2022	R00212056.0-	100-70-5420-3-38	5,332.50	5,332.50
MSA PROFESSIONAL SERVICES INC	WILSON & SHALER DRIVE EXTENSION PROJECT	12/21/2022	R00212130.0-	419-70-5436-8-00	8,604.00	8,604.00
MSA PROFESSIONAL SERVICES INC	BAYBERRY SW POND TID 9- CONSTRUCTION ADMIN	12/21/2022	R00212132.0-	419-70-5435-8-00	2,774.36	2,774.36
Total MSA PROFESSIONAL SERVICES INC:						16,710.86
NAPA AUTO PARTS-WAUPUN						
NAPA AUTO PARTS-WAUPUN	DIESEL FUEL ADDITIVE & TOW ROPE	12/30/2022	367629	100-50-5232-3-36	60.96	60.96
NAPA AUTO PARTS-WAUPUN	TOW STRAP	12/30/2022	367648	100-50-5232-3-36	38.99	38.99
NAPA AUTO PARTS-WAUPUN	POWER SERVICE DIESEL	12/30/2022	367724	100-50-5232-3-36	191.88	191.88
NAPA AUTO PARTS-WAUPUN	WINDSHIELD WIPERS/GLASS CLEANER/GREASE	12/31/2022	365912	100-70-5411-3-36	173.33	173.33

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
NAPA AUTO PARTS-WAUPUN	WIPERS	12/31/2022	366017	100-70-5411-3-36	107.03	107.03
NAPA AUTO PARTS-WAUPUN	CREDIT	12/31/2022	366080	100-40-5212-3-36	388.04	388.04
NAPA AUTO PARTS-WAUPUN	TURBOCHARGER HOSE	12/31/2022	366462	100-70-5411-3-36	104.89	104.89
NAPA AUTO PARTS-WAUPUN	TARPSTRAP	12/31/2022	366592	100-70-5411-3-36	11.94	11.94
NAPA AUTO PARTS-WAUPUN	U-BOLT	12/31/2022	366856	100-70-5411-3-36	11.96	11.96
NAPA AUTO PARTS-WAUPUN	TEE CONNECTOR	12/31/2022	367095	100-40-5212-3-36	6.97	6.97
NAPA AUTO PARTS-WAUPUN	FUEL ADDITIVE FOR EQUIPMENT	12/31/2022	367549	100-70-5411-3-36	55.08	55.08
NAPA AUTO PARTS-WAUPUN	WIPERS	12/31/2022	367785	100-70-5411-3-36	50.98	50.98
NAPA AUTO PARTS-WAUPUN	FUSES	12/31/2022	368390	100-40-5212-3-36	10.72	10.72
Total NAPA AUTO PARTS-WAUPUN:						436.69
NAVIS, MIKE						
NAVIS, MIKE	CLOTHING ALLOWANCE - NAVIS	12/21/2022	112-6215148-6	100-12634	24.21	24.21
NAVIS, MIKE	CLOTHING ALLOWANCE - NAVIS	12/21/2022	112-2372532-5	100-12634	48.42	48.42
Total NAVIS, MIKE:						72.63
OSHKOSH OFFICE SYSTEMS						
OSHKOSH OFFICE SYSTEMS	RICOH MP301SPF-CITY HALL- CONTRACT USAGE CHARGE 11/15/22- 12/14/22	12/21/2022	AR82731	100-10-5141-3-36	174.64	174.64
Total OSHKOSH OFFICE SYSTEMS:						174.64
PETERSEN, CARLA						
PETERSEN, CARLA	11-8-22 ELECTION	12/30/2022	11-17-22/1	100-10-5142-1-10	142.10	142.10
Total PETERSEN, CARLA:						142.10
PETTY CASH-CITY HALL						
PETTY CASH-CITY HALL	REIMBURSE HULL - DODGE CTY - P/U 2022 TAX BILLS	12/21/2022	12-12-22	100-10-5141-3-37	71.25	71.25
Total PETTY CASH-CITY HALL:						71.25
PIGGLY WIGGLY DISCOUNT FOODS						
PIGGLY WIGGLY DISCOUNT FOODS	ELECTION 11-8-22	12/21/2022	4291	100-10-5142-3-38	196.74	196.74
Total PIGGLY WIGGLY DISCOUNT FOODS:						196.74
PLUIM, JOAN						
PLUIM, JOAN	FILE ORGANIZING	12/21/2022	12-15-22	100-10-5142-1-10	19.60	19.60
Total PLUIM, JOAN:						19.60
POMP'S TIRE						
POMP'S TIRE	TIRES FOR FLATBED AND MOWER	12/30/2022	520121165	100-70-5411-3-36	915.62	915.62
Total POMP'S TIRE:						915.62
PROMOS 911, INC						
PROMOS 911, INC	5" MINI FLYERS	12/21/2022	10454	100-40-5214-3-38	399.67	399.67
Total PROMOS 911, INC:						399.67
PURCHASE POWER						
PURCHASE POWER	POSTAGE REFILL FEE	12/21/2022	12-9-22	100-10-5141-3-36	1,005.00	1,005.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total PURCHASE POWER:						1,005.00
REINDERS INC						
REINDERS INC	REPLACE OIL PAN	12/21/2022	6024359-00	100-70-5411-3-36	419.76	419.76
REINDERS INC	#152.20	12/21/2022	6024382-00	100-70-5411-3-36	139.98	139.98
Total REINDERS INC:						559.74
ROSE HILL PROPERTIES LLC						
ROSE HILL PROPERTIES LLC	2022 TAX REFUND	12/28/2022	12-29-22	100-13850	44.13	44.13
Total ROSE HILL PROPERTIES LLC:						44.13
RUSTIC RIDGE PROPERTIES						
RUSTIC RIDGE PROPERTIES	2022 TAX REFUND	12/28/2022	12-29-22	100-13850	125.54	125.54
Total RUSTIC RIDGE PROPERTIES:						125.54
SELECTIVE INSURANCE COMPANY						
SELECTIVE INSURANCE COMPANY	2023 PROPERTY EQUIPMENT INS	12/21/2022	921084449	100-16200	40,258.00	40,258.00
Total SELECTIVE INSURANCE COMPANY:						40,258.00
SOPER SEWER & WATER LLC						
SOPER SEWER & WATER LLC	BAYBERRY SW POND (CONTRACT A)	12/21/2022	PAYMENT 3	419-70-5435-8-00	117,891.75	117,891.75
Total SOPER SEWER & WATER LLC:						117,891.75
SSM HEALTH LABORATORIES						
SSM HEALTH LABORATORIES	BLOOD DRAWS - NOV 2022	12/21/2022	4486896	100-40-5213-3-38	200.00	200.00
SSM HEALTH LABORATORIES	BLOOD DRAWS - NOV 2022	12/31/2022	4486896-1	100-40-5213-3-38	40.00	40.00
Total SSM HEALTH LABORATORIES:						240.00
STANDARD & ASSOCIATES INC						
STANDARD & ASSOCIATES INC	ENTRY LEVEL LAW ENFORCEMENT OFFICER SELECTION TEST	12/21/2022	SA000052000	100-40-5212-3-38	202.00	202.00
Total STANDARD & ASSOCIATES INC:						202.00
STAPLES CREDIT PLAN						
STAPLES CREDIT PLAN	SHARE OF OFFICE SUPPLIES	12/31/2022	12-30-22	100-80-5670-3-30	710.29	710.29
Total STAPLES CREDIT PLAN:						710.29
STICKS AND STONES						
STICKS AND STONES	SNOW REMOVAL - 606 W MAIN ST	12/31/2022	13335	100-70-5435-3-36	40.00	40.00
Total STICKS AND STONES:						40.00
STOBB PLUMBING & HEATING INC						
STOBB PLUMBING & HEATING INC	INSTALLED OWNERS VENTER MOTOR ON N HEATER ABOVE BLEACHES @ COMM CENTER	12/21/2022	14016	100-70-5410-3-36	225.00	225.00
STOBB PLUMBING & HEATING INC	DRAIN CLEANER	12/30/2022	14097	100-70-5410-3-36	21.25	21.25

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total STOBBS PLUMBING & HEATING INC:						246.25
STREICHER'S STREICHER'S	PRACTICE BLAZER & LAWMAN CLEAN FIRE	12/21/2022	11606938	100-40-5215-3-38	942.85	942.85
Total STREICHER'S:						942.85
TOP PACK DEFENSE LLC TOP PACK DEFENSE LLC	CLOTHING ALLOWANCE - WILLIAMS	12/21/2022	9534	100-12634	262.77	262.77
Total TOP PACK DEFENSE LLC:						262.77
TOWN OF CHESTER TOWN OF CHESTER	N11456 STATE RD 26 PROPERTY TAXES	12/21/2022	2571	419-70-5436-3-38	2,022.61	2,022.61
Total TOWN OF CHESTER:						2,022.61
TRU CLEANERS LLC TRU CLEANERS LLC	ADDITIONAL CLEANINGS AT WAUPUN SENIOR CENTER - FOR DEC 2022	12/30/2022	CW121922	100-70-5410-3-38	150.00	150.00
Total TRU CLEANERS LLC:						150.00
TRUCK EQUIPMENT INC TRUCK EQUIPMENT INC	REPLACE DRIVESHAFT #6-13	12/21/2022	1029824-00	100-70-5411-3-36	2,740.26	2,740.26
Total TRUCK EQUIPMENT INC:						2,740.26
UNIFORM SHOPPE UNIFORM SHOPPE	CLOTHING ALLOWANCE - KNUDSON	12/21/2022	329154	100-12634	725.50	725.50
Total UNIFORM SHOPPE:						725.50
US CELLULAR US CELLULAR	KAST HOTSPOT #190 - DEC 2022	12/31/2022	0550748701	100-10-5197-3-31	390.05	390.05
Total US CELLULAR:						390.05
VANBUREN, KELLEY VANBUREN, KELLEY	EMT INITIAL APPLICATION FEE	12/30/2022	12-27-22	100-50-5230-3-38	98.00	98.00
Total VANBUREN, KELLEY:						98.00
VANDEZANDE & KAUFMAN, LLP VANDEZANDE & KAUFMAN, LLP	MONTHLY CITY ATTORNEY FEES - DEC 2022	12/31/2022	DEC2022	100-10-5161-3-38	1,060.00	1,060.00
Total VANDEZANDE & KAUFMAN, LLP:						1,060.00
VON BRIESEN & ROPER, S.C. VON BRIESEN & ROPER, S.C.	005504-00002 GENERAL - GENERAL 2022	12/21/2022	411864	100-10-5143-3-38	630.00	630.00
VON BRIESEN & ROPER, S.C.	PERSONNEL LEGAL REVIEW NOVEMBER 2022	12/21/2022	411865	100-10-5143-3-38	315.00	315.00
Total VON BRIESEN & ROPER, S.C.:						945.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
W.W. ELECTRIC MOTORS INC						
W.W. ELECTRIC MOTORS INC	COMMUNITY CENTER CONCESSION STAND EXHAUST FAN	12/30/2022	WPN12963	100-70-5410-3-36	463.00	463.00
Total W.W. ELECTRIC MOTORS INC:						463.00
WALKER, DANIEL						
WALKER, DANIEL	2022 LOTTERY REFUND	12/28/2022	12-29-22	202-26120	199.89	199.89
Total WALKER, DANIEL:						199.89
WALKING ON WATER INVESTMENTS, LLC						
WALKING ON WATER INVESTMENTS,	CDA GRANT REIMBURSEMENT - 1, 3A & 7W MAIN ST.	12/21/2022	CDA 12-21-22	405-70-5436-3-38	15,000.00	15,000.00
Total WALKING ON WATER INVESTMENTS, LLC:						15,000.00
WATERLOO TENT & TARP COMPANY INC						
WATERLOO TENT & TARP COMPANY	3 UMBRELLAS TO REPLACE OLD SHADE SYSTEM	12/21/2022	121422-1	410-20-5523-4-00	4,845.89	4,845.89
Total WATERLOO TENT & TARP COMPANY INC:						4,845.89
WAUPUN UTILITIES						
WAUPUN UTILITIES	JOHNSON PROPERTY UTILITIES	12/21/2022	NOV 2022	404-10-5711-3-32	25,269.69	25,269.69
WAUPUN UTILITIES	TANNER PARK REPAIR - CONTRACTOR HIT POLE DURING WAUPUN TRUCK SHOW	12/21/2022	5717	100-13850	422.28	422.28
WAUPUN UTILITIES	VERIZON CHARGES - DPW I-PADS - DECEMBER 2022	12/31/2022	5730	100-70-5420-3-31	57.99	57.99
Total WAUPUN UTILITIES:						25,749.96
WELLS FARGO PAYMENT REMITT						
WELLS FARGO PAYMENT REMITT	KWIK TRIP - 11-8-22 ELECTION	12/28/2022	ANGIE-OCT22	100-10-5142-3-38	222.72	222.72
WELLS FARGO PAYMENT REMITT	MAGNUM ELECTRONICS REFUND FOR SALES TAX	12/28/2022	BJ-OCT22/NO	410-50-5231-4-00	465.40	465.40
WELLS FARGO PAYMENT REMITT	SPECTRUM BILL - LIBRARY - 10/18/22-11/17/22	12/28/2022	BRET-NOV22	210-60-5511-3-31	179.97	179.97
WELLS FARGO PAYMENT REMITT	WEIMER BEARING - REPLACE UPPER CONVEYER BEARING	12/28/2022	JEFF-OCT22/	700-10-5192-3-36	299.42	299.42
WELLS FARGO PAYMENT REMITT	HOMEFRONT - TRAINING - ILLICIT & ABUSED DRUGS	12/28/2022	JEREMY-NOV	100-40-5215-3-37	916.81	916.81
WELLS FARGO PAYMENT REMITT	PROQUEST - POLICE RECRUITMENT	12/28/2022	KATHY-OCT2	100-10-5191-3-34	741.71	741.71
WELLS FARGO PAYMENT REMITT	WELLS FARGO CASH BACK CREDIT	12/28/2022	PAM-NOV22	400-48-4813-0-00	66.97	66.97
WELLS FARGO PAYMENT REMITT	STAPLES - OFFICE SUPPLIES	12/28/2022	SCOTT-NOV2	100-40-5211-3-30	2,549.11	2,549.11
Total WELLS FARGO PAYMENT REMITT:						5,442.11
WERNER-HARMSSEN						
WERNER-HARMSSEN	BLIND REPAIR - COUNCIL CHAMBERS	12/21/2022	19650	100-70-5410-3-36	150.00	150.00
Total WERNER-HARMSSEN:						150.00
WI BUILDING SUPPLY						
WI BUILDING SUPPLY	PARTS/SUPPLIES --	12/21/2022	3543716	100-20-5525-3-36	505.86	505.86
Total WI BUILDING SUPPLY:						505.86
WI DEPART OF TRANSPORTATION						
WI DEPART OF TRANSPORTATION	WATERTOWN ST. PRELIMINARY ENGINEERING	12/21/2022	395-00002869	100-70-5420-3-38	986.96	986.96

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total WI DEPART OF TRANSPORTATION:						986.96
WI DEPT OF JUSTICE						
WI DEPT OF JUSTICE	G3369 - BACKGROUND CHECKS - DEC 2022	12/31/2022	G3369-DEC22	100-40-5213-3-38	28.00	28.00
Total WI DEPT OF JUSTICE:						28.00
Grand Totals:						360,233.59

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-10-5110-3-35	205.21	.00	205.21
100-10-5110-3-38	50.00	.00	50.00
100-10-5131-3-30	69.08	.00	69.08
100-10-5141-3-30	69.09	.00	69.09
100-10-5141-3-31	108.92	.00	108.92
100-10-5141-3-36	179.64	.00	179.64
100-10-5141-3-37	71.25	.00	71.25
100-10-5141-3-38	539.97	.00	539.97
100-10-5142-1-10	374.85	.00	374.85
100-10-5142-3-35	74.40	.00	74.40
100-10-5142-3-38	671.90	.00	671.90
100-10-5143-3-38	945.00	.00	945.00
100-10-5153-3-38	241.27	.00	241.27
100-10-5161-3-38	1,060.00	.00	1,060.00
100-10-5191-3-30	69.08	.00	69.08
100-10-5191-3-31	85.62	.00	85.62
100-10-5191-3-34	43.26	.00	43.26
100-10-5191-3-37	498.45	.00	498.45
100-10-5197-3-31	542.70	.00	542.70
100-10-5197-3-38	200.00	.00	200.00
100-10-5255-3-38	5,500.00	.00	5,500.00
100-12634	4,288.95	.00	4,288.95
100-13840	950.00	.00	950.00
100-13850	13,684.98	.00	13,684.98
100-16200	40,258.00	.00	40,258.00
100-16210	1,000.00	.00	1,000.00
100-20-5512-3-32	115.15	.00	115.15
100-20-5513-3-30	69.09	.00	69.09
100-20-5513-3-31	107.73	.00	107.73
100-20-5513-3-32	321.94	.00	321.94
100-20-5513-3-38	164.86	.00	164.86
100-20-5523-3-32	906.10	.00	906.10
100-20-5523-3-38	114.97	.00	114.97
100-20-5525-3-32	2,232.09	.00	2,232.09
100-20-5525-3-36	548.81	.00	548.81
100-21100	408.03	154,087.77-	153,679.74-
100-40-5211-3-30	337.41	.00	337.41
100-40-5211-3-31	129.40	.00	129.40
100-40-5211-3-32	826.22	.00	826.22
100-40-5211-3-33	26.48	.00	26.48
100-40-5211-3-38	1,336.92	.00	1,336.92

GL Account	Debit	Credit	Proof
100-40-5212-3-36	338.93	388.04-	49.11-
100-40-5212-3-37	75.37	.00	75.37
100-40-5212-3-38	3,969.75	.00	3,969.75
100-40-5213-3-38	268.00	.00	268.00
100-40-5214-3-38	656.86	.00	656.86
100-40-5215-3-37	444.00	.00	444.00
100-40-5215-3-38	942.85	.00	942.85
100-50-5230-3-36	24.99	.00	24.99
100-50-5230-3-38	375.40	.00	375.40
100-50-5231-1-10	12,553.75	.00	12,553.75
100-50-5231-3-32	491.31	.00	491.31
100-50-5231-3-33	22.77	.00	22.77
100-50-5231-3-36	29.98	.00	29.98
100-50-5231-3-38	1,979.50	.00	1,979.50
100-50-5232-3-36	1,659.81	.00	1,659.81
100-50-5232-3-38	1,314.64	.00	1,314.64
100-50-5233-3-38	359.36	.00	359.36
100-50-5234-3-37	725.00	.00	725.00
100-50-5251-3-32	16.00	.00	16.00
100-70-5410-3-32	8,397.28	.00	8,397.28
100-70-5410-3-36	3,080.07	19.99-	3,060.08
100-70-5410-3-38	501.11	.00	501.11
100-70-5411-3-36	6,849.69	.00	6,849.69
100-70-5411-3-37	225.73	.00	225.73
100-70-5411-3-38	4,732.97	.00	4,732.97
100-70-5412-3-31	94.97	.00	94.97
100-70-5412-3-32	1,006.29	.00	1,006.29
100-70-5412-3-36	228.13	.00	228.13
100-70-5412-3-38	414.52	.00	414.52
100-70-5420-3-30	69.09	.00	69.09
100-70-5420-3-31	329.23	.00	329.23
100-70-5420-3-38	4,294.46	.00	4,294.46
100-70-5431-3-36	1,301.86	.00	1,301.86
100-70-5435-3-36	4,953.77	.00	4,953.77
100-70-5441-3-32	271.03	.00	271.03
100-70-5441-3-36	1,345.56	.00	1,345.56
100-70-5442-3-32	10,655.86	.00	10,655.86
100-80-5670-3-30	69.09	.00	69.09
202-21100	.00	399.78-	399.78-
202-26120	399.78	.00	399.78
210-21100	.00	1,882.93-	1,882.93-
210-60-5511-3-31	225.60	.00	225.60
210-60-5511-3-32	1,578.33	.00	1,578.33
210-60-5511-3-42	79.00	.00	79.00
220-20-5520-3-38	999.00	.00	999.00
220-21100	.00	15,850.21-	15,850.21-
220-40-5210-3-38	1,236.21	.00	1,236.21
220-40-5213-3-38	13,615.00	.00	13,615.00
230-21100	.00	2,194.94-	2,194.94-
230-30-5241-3-38	2,194.94	.00	2,194.94
400-20-5513-8-00	14,139.46	.00	14,139.46
400-21100	12.03	15,139.46-	15,127.43-
400-40-5211-8-00	1,000.00	.00	1,000.00
400-48-4813-0-00	.00	12.03-	12.03-
404-10-5711-3-32	12.36	.00	12.36
404-21100	.00	12.36-	12.36-
405-21100	.00	15,000.00-	15,000.00-
405-70-5436-3-38	15,000.00	.00	15,000.00

GL Account	Debit	Credit	Proof
410-20-5523-4-00	4,845.89	.00	4,845.89
410-21100	25.52	5,700.89-	5,675.37-
410-50-5231-4-00	.00	25.52-	25.52-
410-70-5412-4-00	855.00	.00	855.00
419-21100	.00	131,292.72-	131,292.72-
419-70-5435-8-00	120,666.11	.00	120,666.11
419-70-5436-3-38	2,022.61	.00	2,022.61
419-70-5436-8-00	8,604.00	.00	8,604.00
430-21100	.00	4,095.01-	4,095.01-
430-70-5436-3-42	4,095.01	.00	4,095.01
501-10-5154-3-38	10,758.91	.00	10,758.91
501-21100	.00	10,758.91-	10,758.91-
700-10-5191-3-38	311.23	.00	311.23
700-10-5192-3-32	41.85	.00	41.85
700-10-5192-3-36	1,506.05	.00	1,506.05
700-10-5192-3-38	1,558.96	.00	1,558.96
700-10-5193-3-36	846.10	.00	846.10
700-21100	.00	4,264.19-	4,264.19-
Grand Totals:	361,124.75	361,124.75-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Invoice detail

Check.Type = "Calculated"



MINUTES—CITY OF WAUPUN BOARD OF PUBLIC WORKS & FACILITIES

Wednesday, 9-November-2022 – City Council Chambers

CALL TO ORDER

Chairman Peter Kaczmarki called the meeting to order at 4:32 PM

ROLL CALL

Roll call was taken:

Alders—Peter Kaczmarki, Mike Matoushek, William Langford

Citizens—Dale Heeringa, Ryan Mielke, Dave Rens, Gregg Zonnefeld

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

Guest—Carly Crook

PERSON WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS & FACILITIES COMMITTEE

There were no guests for public comment portion of the meeting.

FUTURE MEETINGS AND GATHERINGS OF THE BOARD OF PUBLIC WORKS & FACILITIES COMMITTEE

Next meeting will be on Tuesday, December 13th at 4:30PM.

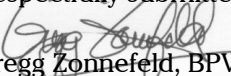
CONSIDERATION - ACTION

1. Approve minutes of the September 13, 2022 Board of Public Works & Facilities Meeting.
Minutes of the August 10 meeting were presented. Motion (Matoushek/Heeringa) to approve minutes as presented. **MOTION CARRIED (7-0)**
2. Review ordinance to amend chapter six of the municipal code of the city of Waupun entitled “Traffic Code”
DPW Director Jeff Daane requests approval to add a stop sign on Sommerville Street at Rounsville Street. Motion (Zonnefeld/Rens) to approve recommending amendment to City Council. **MOTION CARRIED (7-0).**
3. 2023 One-Ton Flatbed purchase
DPW Director Daane explained the need for the timely purchase of a replacement for our 1999 Flatbed truck. Funding is in the equipment budget for this year. The price has increased from last year, as has the municipal discount through the state fleet discount. Mayor Bishop encouraged the BPW to explore how to make these purchases locally. Motion (Mielke/Rens) to approve the ordering of a 2023 Ford One-Ton Flatbed with hoist from Ewald upon City Council adopting the 2023 budget on November 9th. **MOTION CARRIED 6-1 (Zonnefeld).**
4. 2023 259DE – W CAT Skid Loader
DPW Director Daane laid out the government purchasing option through Sourcewell that can aid in replacing our 1996 Bobcat Skid Loader with a new model. Motion (Matoushek/Mielke) to approve the ordering of a 2023 259DE – W CAT Skid Loader upon City Council adopting the 2023 budget on November 9th. **MOTION CARRIED (7-0).**
5. 2023 Grapple Bucket
DPW Director Daane shared that currently the city uses pallet forks with clams to load brush from bins after storm damage. Using a Grapple bucket will improve efficiency for city crews. Motion (Zonnefeld/Matoushek) to approve the ordering of a Grapple Bucket upon City Council adopting the 2023 budget on November 9th. **MOTION CARRIED (7-0).**
6. Temporary easement form the dead end of Summer Avenue extending East approximately 450’.
The City of Waupun has engaged in conversation with the owner of the farm field that has water draining into the city north of Hawthorne Drive. Director Daane reported that while there is a storm pipe there that ends on Summer Avenue, extending this pipe and adding a swale should aid in major rain events. Estimated cost for the easement work is around \$1,000. Motion (Heeringa/Matoushek) to approve the City to work with MSA on a temporary easement for storm water swale work near the dead end of Summer Avenue. **MOTION CARRIED (7-0).**

ADJOURNMENT

Motion (Matoushek/Mielke) to adjourn the meeting of the BPW at 5:17PM. **MOTION CARRIED (7-0).**

Respectfully submitted,


Gregg Zonnefeld, BPW Clerk



MINUTES
CITY OF WAUPUN PLAN COMMISSION
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, November 30, 2022 at 4:30 PM

CALL TO ORDER

Chairman Bishop called the meeting to order at 4:30.

ROLL CALL

Mayor Rohn Bishop introduced Jason Whitford as a new member of the Plan Commission taking over Jon Dobbratz's position.

Members Present: Elton TerBeest, Jeff Daane, Chairman Rohn Bishop, Mike Matoushek, Jason Whitford

Members Excused: Jerry Medema, Jill Vanderkin

Staff Present: Kathy Schlieve, Sue Leahy (via zoom)

Others Present: Tracy Kohlman, Envision Greater Fond du Lac

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION

None

FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION

Next meeting will be December 21, 2022.

CONSIDERATION - ACTION

2. Approve Minutes of the October 11, 2022 meeting.

Motion by TerBeest, 2nd by Matoushek to approve the minutes of the October 11, 2022 meeting. Motion carried, unanimously.

Chairman Bishop requested that we switch items 3 & 4 on the agenda.

3. Public Hearing - Conditional Use Permit Application of Envision Greater Fond du Lac to install a projecting sign.

Motion by Matoushek, 2nd by Whitford to open the Public Hearing. Motion carried, unanimously.

Tracy Kohlman from Great Envision Fond du Lac appeared and discussed the request. We are now using them as more of a Chamber of Commerce. They will be occupying 10 W. Main St and would like to put up a projecting sign that is exactly like the projecting sign at The Parlor (8 W. Main St.), except for the wording. This type of sign required a Conditional Use Permit. The sign will be at least 10 feet above the sidewalk. Hearing nothing further. Chairman Bishop called for a motion to close the Public Hearing.

Motion by Matoushek, 2nd by Whitford to close the Public Hearing. Motion carried, unanimously.

Motion by Matoushek, 2nd Whitford to approve Conditional Use Permit Application of Envision Greater Fond du Lac to install a projecting sign at 10 W. Main St. Motion carried, unanimously.

4. Public Hearing - Shipping Container Ordinance

Motion by TerBeest, 2nd by Daane to open the Public Hearing, motion carried, unanimously.

Chairman Bishop discussed the proposed shipping container ordinance and the reasoning behind it. Pods were placed at a property recently for 13 months and we do not currently have an ordinance to enforce time frames. There are legitimate uses for the containers and we don't want to prohibit people from using

them. This will allow use but not permanent use. This ordinance will apply to all residentially zoned properties and will not pertain to Commercial or Industrial zoned properties. This will also permit contractors to utilize them and addresses placement in the street. There will be a permit system in place to track it. Hearing nothing further, Chairman Bishop called for a motion to close the Public Hearing

Motion by Matoushek, 2nd by Whitford to close the Public Hearing. Motion carried, unanimously.

Motion by Whitford, 2nd by Matoushek to recommend approval of the Shipping Container Ordinance to the Common Council. Motion carried, unanimously.

ADJOURNMENT

Motion by Matoushek, 2nd by TerBeest to adjourn the meeting. Motion carried, meeting adjourned at 4:41 pm



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, December 13, 2022 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

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 Virtual: None

Council Absent/Excused: Alderman Vanderkin

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

Management virtually: City Clerk/Treasurer Hull

Management absent and excused: Finance Director Langenfeld, Utility Finance Director Stanek, Police Chief Louden, Recreation Director Kaminski

City Staff present: None

Media present: Ken Thomas of the Daily Citizen

Audience in-person: Jaedon Buchholz, Frank Vanbever, Charles Willinger, Carley Crook, Paul Stuebs, Pieter Zeleveld

Audience virtually: Jason Whitford

PERSONS WISHING TO ADDRESS COUNCIL

No persons addressed the Council

CONSIDERATION - ACTION

1. Reconsideration of Extraterritorial Review of VanBever CSM

The CSM was denied at prior Council meeting as it conflicts with City future land use. Staff met with VanBever, and together, have made revisions and now meet our ordinance and statutory requirements.

Motion Siebers, second Langford to approve the Extraterritorial Review of VanBever's CSM. Motion carried 5-0 on roll call.

2. Acceptance and Allocation of Fond Du Lac County Sales and Use Tax

For 2023, the Fond du Lac County Board voted to distribute a portion of the .5% sales tax proceeds to communities across the county, of which City of Waupun receives \$30,819. The allocation requires that the governing body vote to accept and authorize use of the funds. Per the budget document, staff is recommending use of the funds to support wage costs of the Economic Development Director.

Motion Matoushek, second Langford to accept 2023 Fond du Lac County sales and use tax funds in the amount of \$30,819 and designate use of those funds to support the Economic Development Director position as outlined in the 2023 City of Waupun Budget document adopted on November 9, 2022. Motion carried 5-0 on roll call.

3. Building Inspection Contract and Fee Schedule Admendment

Staff has negotiated the addition of a City of Waupun \$45 administrative fee to be added to all building permits with our contracted provided, Grand Valley Inspection Services. The revenue collected will be used for the software for inspections and code enforcement.

Motion Westphal, second Siebers to approve amending the contract with Grand Valley Inspection Services to include a City of Waupun administrative fee of \$45 to each building permit issued. Motion carried 5-0 on roll call.

4. Addendum to Agreement for Professional Services with Cedar Corporation for Architectural Services of the Waupun Senior Center Grant Project

An Addendum Agreement for Professional Services between the City and Cedar Corporation, in the amount of \$288,950, for the next phase of the Waupun Senior Center project is before the Council for consideration.

Motion Matoushek, second Westphal to approve the Addendum to Agreement for Professional Services with Cedar Corporation to include Architectural Services of the Waupun Senior Center Grant Project the in the amount of \$288,950. Motion carried 5-0 on roll call.

5. Police School Liaison Officer Job Description Updated

When a staff vacancy occurs, management is requested to review the job description of said position and revise as needed. Due to the vacancy of the Police School Liaison Officer, the updated job description is before Council for consideration. Updates include years of experience reduced from five (5) to a requirement to be a certified officer off probation and the position is posted as a four-year rotational assignment.

Motion Matoushek, second Langford to approve the updated Police School Liaison Officer job description. Motion carried 5-0.

6. City of Waupun Purchasing Policy Update to Include Local Preference Provision

The revised City purchasing policy is provided for consideration.

Motion Kaczmariski, second Siebers to revise section 1.7 entitled Purchasing Categories, to replace the local area definition of "zip code" to "Dodge and FDL County". Motion carried 4-1 with Matoushek voting Nay.

Motion Siebers, second Matoushek to revise section 1.7 (2) entitled Purchasing Categories- Purchases Over \$5000, by eliminating the following language "Purchases are to be obtained through an informal bidding procedure at minimum. Informal bidding requires preparation of specifications, which are sent to prospective bidders without formal advertising. A comparison of at least two or three quotes is expected and all quotes are required to be in writing." Motion carried 5-0.

Motion Kaczmariski, second Langford to accept the purchasing policy, with the motioned revisions. Motion carried 5-0 on roll call.

7. Authorization for the Purchase of 1-Ton Pickup Truck for the Department of Public Works

Motion Kaczmariski, second Siebers to authorize the purchase of the 1-Ton Pickup Truck for the Department of Public Works from Ewald. Motion carried 4-1 on roll call with Langford voting Nay.

8. Consideration of Holding Primary Election for Office of Aldermanic Districts 1, 3, and 5 on February 21, 2023

Motion Matoushek, second Langford to deny holding 2023 Primary Election for the local municipal races of Aldermanic District 1, 3, and 5 if there is more than twice the number of candidates filing for these seats. Motion carried 5-0.

9. ARPA Listening Session and Community Allocation

Listening sessions for the community are scheduled for January 10 and January 17, 2023 to guide allocation of the

ARPA funds the city received.

RESOLUTIONS AND ORDINANCES:

10. Ordinance to amend Ch. 16 entitled Zoning Code: Create subsection 16.02 (38m) and 16.145 for the use of Shipping Containers

Motion Matoushek, second Kaczmariski to waive the first reading and adopt Ordinance 22-11 to amend and recreate Ch.16.02 (38m) and Ch.16.145 entitled Zoning Code for the use of shipping containers. Motion carried 5-0.

11. Ordinance to amend 6.05 Traffic Code entitled Handicapped Parking Zones (N. Madison-E.Franklin)

Motion Westphal, second Matoushek to waive the first reading and adopt Ordinance #22-12 to amend Chapter 6.05 entitled Traffic Code –Handicapped Parking Zones. Motion carried 5-0.

12. Ordinance to amend Ch.6.05 entitled Traffic Code – Parking Limits

Motion Matoushek, second Westphal to accept the first reading of the ordinance to amend Chapter 6.05 entitled Traffic Code –Parking Limits. Motion carried 4-1 on roll call with Kaczmariski voting Nay.

CONSENT AGENDA

Motion Siebers, second Matoushek to accept the consent agenda and authorize the City Clerk to release future expenditures. Motion carried 5-0 on roll call.

ADJOURNMENT

At 7:31pm, Motion Matoushek, second Siebers to call the meeting adjourned. Motion carried 5-0.

**Minutes of the Waupun Public Library Board Meeting
Wednesday, December 21, 2022**

The Waupun Public Library Board was called to order by Bev Martens, President, at 4:30 p.m. on Wednesday, December 21, 2022. Present were, Gehl, Siebers, Rohrer, Garcia, and Jaeger. Hintze, Sullivan, and Schultz present per Zoom.

ARTICLE I: Motion by Sullivan, supported by Gehl, to accept the minutes of November 16, 2022 meeting as written. Motion carried.

ARTICLE II: No visitor appearance.

ARTICLE III: Monthly Statistics

- a. Circulated/downloaded/loaned: 119,857 items through the end of November.
- b. Drive-thru window service: handled 985 transactions through the end of November.
- c. Gate Count: 44,871 through the end of November.

ARTICLE IV: Budget reviewed and remains in good shape with 83% used.

ARTICLE V:

- a. Motion by Rohrer, supported by Siebers, to pay December bills. Motion carried 7-0 on roll call.

ARTICLE VI: No committee reports.

ARTICLE VII: Librarians' Report.

- a. With the addition of movie nights and game nights, the library's programming is back to pre-Covid levels. Book club has doubled in size.
- b. Staffer, Heather Van Buren, led an interactive movie event with the movie "Home Alone." Some examples of the fun: When you..... see a gold tooth, eat a gold chocolate coin; see a tommy gun scene on tv, pop bubble wrap; see anyone eating pizza, eat a pizza-flavored gold fish; hear Christmas music, shake your jingle bell and dance, and on throughout the movie. 36 kids attended this fun program.
- c. Deep cleaning carpets is scheduled for December 30 and might have to be finished up the 31st. Both days the library is closed due to the holiday schedule.
- d. After much discussion concerning the predicted weather issues, following the City's lead, the Board agreed it would be prudent to close the Library on December 22.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

Motion by Siebers, supported by Gehl, to accept the Code of Conduct Policy with recommended changes: replace "Smoking" with "Smoking and/or use of tobacco...". Motion carried.

ARTICLE X: Motion by Rohrer, supported by Martens, to adjourn at 5:05 p.m. Motion carried.

*Next tentative meeting: Wednesday, January 18, 2023 at 4:30 p.m.

SANDRA ROHRER Secretary
SR/bkj



MINUTES
CITY OF WAUPUN POLICE & FIRE COMMISSION (PFC)
Waupun Safety Building – 16 E. Main Street, Waupun WI
Wednesday, December 28, 2022 at 4:30pm

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

CALL TO ORDER

Meeting convened at 4:30pm by PFC President in the Waupun Safety Building.

ROLL CALL

Present: John Bett, Bambi Buchholz, Teresa Heidemann, Mike Thurmer, Waupun Fire Department (WFD) Chief BJ DeMaa, Waupun Police Department (WPD) Chief Scott Louden

Member(s) absent (excused): Tara Rhodes

Guests: Assistant Fire Chief Mike Beer

A moment of silence was held in honor of Nancy Vanderkin, City Council Liaison, for her dedication to the Police & Fire Commission.

MINUTES FROM PREVIOUS MEETINGS

Minutes from the October 26, 2022 meeting were presented for approval. Motion to approve by T. Heidemann (B. Buchholz second; all in favor). Minutes approved as presented.

GENERAL DISCUSSION AND EXCHANGE OF INFORMATION CONCERNING THE NORMAL OPERATIONS OF THE WAUPUN POLICE DEPARTMENT AND WAUPUN FIRE DEPARTMENT

WFD Update, provided by Chief Louden:

- Yearly report will be sent to Commissioners next month.
- Staffing: 3 positions short; two in field training (one to start January; other in April). Officer Jason Hraban's position has been posted, one application thus far.
- Awards Banquet held on December 10, 2022, honoring years-of-service milestones; congratulations to the following: Officers Hague/Cedarquist - Life Saving (overdose); Officer Kreitzman and Lt. Pfalzgraf - Life Saving Award (autistic 2 year old child in water); Officers Kreitzman/Halverson and Lt Pfalzgraf - Life Saving Award (suicidal person); Dawn Greenfield – Accommodation (records management system); Instructor pins for Officer Cedarquist (CPR) and Officer Dumke (Active Shooter Incident Management); Veteran pin for Officer Gile; Field Training Officer Pin for Officer Dumke; K9 Pin for Officer Halverson.
- Events: Halloween, Breakfast with Santa, Shop with a Cop FDL and Dodge Counties.
- Continue to provide information and updates through our Facebook social media page.
- Calls: continue to be busy; higher volume of sexual assault and mental health calls.

WFD Update, provided by Chief DeMaa:

- Staffing: Awards Banquet held on December 10, 2022, honoring years-of-service milestones; congratulations to the following: Dave Duer (25yrs); Eric TerBeest (20); Emily Truttman and Michelle Fenz (5). Roland Yohn retired on October 17, 2022, after 37 years of service. Annie DeVries will be stepping down from her position as an EMR at the end-of-December. Mike Tuler has moved out of the area and no longer meets our residency criteria. Chief DeMaa will be meeting with him in early January to see if the issue has been resolved. Staffing is down a total of three firefighters (four if M. Tuler leaves) and five EMR positions (includes A. DeVries).
- Chief DeMaa continues to work with the City of Waupun, C. Langenfeld and K. Schlieve, on the hiring process: trying to standardize the process across all city departments. Once complete, the hiring

process will begin for fire personnel and EMRs. Our EMR offering is likely to be a closed course this summer, pending the number of total applicants.

- Funding for a department study was budgeted to determine current/future needs; met with Fox Crossing Fire Department to understand their model of staffing.
- Call volume for November discussed.
- Chief DeMaa serves as the WI State Fire Chief's Association Combination Services Trustee: testified twice for Worker's Compensation coverage for Paid-On-Call and volunteer firefighters. As State law exists today, only 2 firefighters (Chief DeMaa and Assistant Chief Beer) would qualify for workers compensation coverage for PTSD despite all 30 members responding to and working the same calls.
- Completed 1 high school job shadow in December; another in January. Chief DeMaa intends to have intentional discussion with the schools after January.
- Met with the National Guard to discuss training opportunities.
- Grant management: work continues on purchasing items against the \$204,000 healthcare infrastructure grant and the \$260,000 flex grant.
- Events: Food drive was successful with the collection of approximately 4,000lbs of food and \$1700 collected; over 50 pizza deliveries completed; Breakfast with Santa collected approximately 250lbs of food and \$800.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

Next Commission meeting is to-be-scheduled (the Commission meets quarterly, at minimum).

If necessary, please send any agenda requests to Chiefs BJ DeMaa or S. Loudon so appropriate preparation(s) can be made.

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

ADJOURNMENT

Motion to adjourn meeting at 5:14pm made by J. Bett (second by T. Heidemann, all in favor).

Respectfully submitted,

J. Bett

Waupun Police Department Update –December Report

Training – Firearms Training

Events/Reports –

Department Awards Event for 2022

Life Saving Award -Officer Hague, Cedarquist, Kreitzman, Halverson, and Lt Pfalzgraf

Instructor Pins Officer Cedarquist (CPR) and Officer Dumke (Active Shooter)

Veteran Pin Officer Gile, K9 Pin Officer Halverson, and FTO Pin Officer Dumke

Accommodation – Dawn Greenfield (New CAD system)

Community Events – Shop with a Cop Dodge and FDL County, and Breakfast with Santa.

Staffing/Hiring process – School Resource Officer Hraban retired Dec. 31st. This position was posted internally. Interview will be in January. Officer Knudson was sworn in Dec. 13th and is in Field Training. Officer Warner is in Field Training and will be on the Schedule at the end of January. Officer out on FMLA. Started a new hiring process to fill one vacancy. Twelve applicants for this position.

Briefs:

2022-1849 Child Sexual Assault investigation/child forensic interview; charges sent to Dodge DA
2022-1964 Threats to school staff/No trespass issued at Meadowview Primary School
2022-2041 Sexual assault of a child; unsubstantiated and information documented
2022-2014 Sexual assault of a child; child forensic interview to be conducted as it was a delayed disclosure of a juvenile female
2022-1980 Theft by fraud case; assisted in obtaining surveillance footage from two locations outside city to confirm ID of suspect
2022-1658 Child porn/sexual assault follow-up; sent search warrant to Verizon for addt'l records. Still awaiting records
2022-1844 Child porn case; sent search warrant to Synchronoss (Verizon cloud-based storage); rec'd 1,741 files in response – charges to follow
2022-2062 Suspicious death investigation; possible overdose by victim. No foul play suspected and still under investigation



Waupun Police Department Total Call Report



From: December 01, 2022 To: December 31, 2022

Agency	Incident Type	Total Incidents	WP	FIGHT	
WP	911 CHECK	50		FIREWORKS COMPLAINT	1
	911 MISDIAL	5		FOLLOW UP	44
	ABANDONED VEHICLE	1		FOOT PATROL	7
	ACCIDENT	15		FOUND ANIMAL	3
	ACCIDENT W/BLOCKAGE	1		FOUND PROPERTY	12
	ACCIDENT W/INJURY	2		FRAUD COMPLAINT	3
	AMBULANCE	69		FUNERAL ESCORT	5
	ANIMAL COMPLAINT	9		GAS DRIVE OFF	1
	ASSIST AGENCY	14		HARASSMENT	2
	ASSIST CITIZEN	28		HIT AND RUN	3
	ASSIST MOTORIST	3		HOUSE WATCH REQUEST	43
	ATTEMPT TO LOCATE	3		INFORMATION TO DOCUMENT	11
	AUTO THEFT	1		INTOXICATED DRIVER	2
	BUILDING CHECK	47		INTOXICATED SUBJECT	1
	CAR IN DITCH	3		INTRUSION ALARM	9
	CARCASS IN ROADWAY	1		JUVENILE PROBLEM	5
	CHECK WELFARE	24		LOST ANIMAL	2
	CHILD ABUSE/NEGLECT	2		LOST ANIMAL LOCATED	2
	CHILD CUSTODY	4		LOST PROPERTY	2
	CIVIL PROBLEM	4		MISSING ADULT	1
DEPARTMENT K9 DOG	1		NEIGHBOR DISPUTE	3	
DIRECTED AREA PATROL	166		NOISE COMPLAINT	2	
DISABLED VEHICLE	1		NOTIFY MED EXAMINER	2	
DISORDERLY CONDUCT	10		OCCUPIED DISABLED	1	
DOMESTIC	6		OFFICER STANDBY	6	
EXTRA PATROL	82		OPEN DOOR	3	



Waupun Police Department Total Call Report



From: December 01, 2022 To: December 31, 2022

WP	ORDINANCE VIOLATION	7	WP	Total	968
	PARKING ENFORCEMENT	46	Total		968
	PATROL ASSIST FIRE	18			
	PRISONER TRANSPORT	1			
	PUBLIC HEALTH ORDER	1			
	RECKLESS DRIVER	4			
	REPOSSESSION	5			
	SCAM COMPLAINT	1			
	SEXUAL ASSAULT	2			
	SHOPLIFTER	1			
	SPECIAL ASSIGNMENT	14			
	SUBJECT STOP	2			
	SUSPICIOUS ACTIVITY	8			
	SUSPICIOUS VEHICLE	12			
	THEFT	4			
	THREATS COMPLAINT	4			
	TRAFFIC COMPLAINT	1			
	TRAFFIC PROBLEM	2			
	TRAFFIC STOP	97			
	TRESPASSING	3			
	VANDALISM	1			
	WARRANT	1			
	WARRANT OTHER AGENCY	1			
	WEATHER RELATED INFO	2			
	WRONG WAY	1			



Waupun Fire Department

16 E. Main Street Waupun, WI 53963

Non-emergency Number: 920-324-7910

B.J. DeMaa, Chief
bjdema@waupunpd.org

Monthly Report

Date: January 6, 2023
 To: Mayor, Council, City Administrator, and PFC
 From: Fire Chief, B.J. DeMaa
 Re: December report

Fire Calls:

There were twenty-two (22) fire & rescue calls in the month of December for a total of one hundred fifty-one (151) year-to-date. EMRs ran a total of sixty-four (64) medical calls in the month of December for a total of five hundred forty-one (541) year-to-date.

Average Fire Personnel Response (excluding mutual aid & shift calls):		
	Avg # of Responders	% of Total Department
4A – 8P	11.5	29%
8P – 4A	12.3	NA%

* Current roster is 27 members.

** National Institute of Standards and Technology (NIST) recommends no less than 18 firefighters for offensive fire attack at structure fire.

RED = below recommended industry best practices

GREEN = meets industry best practices

Average Fire Personnel Response (excluding mutual aid & shift calls) YTD:												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
4A – 8P	10.4	11.6	11.5	14.8	11.2	11.0	9.8	9.8	9.7	9.7	7.8	11.5
8P – 4A	13.3	5.0	11.6	11.5	16.0	12.3	8.0	10.0	17.0	14.5	NA	12.3

Notes:

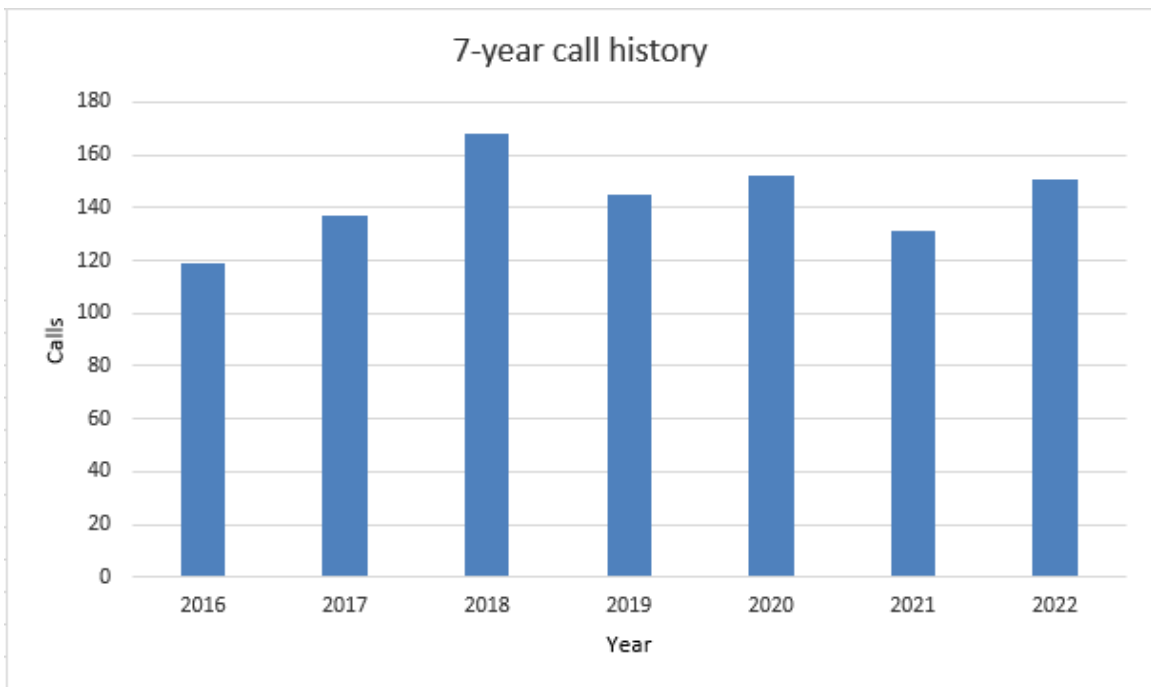
- 2 mutual aid calls for the month (1 to Ripon, 1 to Brandon)
- Currently short 3 firefighters and 5 EMRs.
- Numbers suggest staffing is a 24/7 issue.

Call Summary:

Emergency Medical Responder Calls YTD:												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	59	45	54	44	50	48	49	46	40	42	64	541

Notes:

- **Total calls EMRs first on scene –**
- **Avg. arrival time before contracted service –** (does not include mutual aid calls)
- **Mutual aid requests – 0**
- **Calls covered by Fire Chief/Assistant Fire Chief during work day –**
- **calls not covered by EMRs –**took place during daytime hours M-F



2022 Fire Department Strategic Initiatives Update:

#1 – Start-up EMR group:	
By February 1, 2022	Complete
Within approved budget	Complete

#2 – Add EMR response vehicle:	
Purchase EMR response vehicle:	Complete
Within approved budget	Complete

#3 – Establish back-up ambulance capabilities to mitigate service failures as call volume rises.	
Lifestar to secure mutual aid agreements	No response from Lifestar on status update – amendment to contract auto-renewed (x2)
Increase EMR training to EMT-Basic level	In progress – 3 EMRs enrolled in EMT-B
Equip EMR unit with EMT-Basic equip.	2 grants received; equip being ordered

#4 – Secure solution for development and management of policies and procedures	
Sign agreement with Lexipol	Complete
Work through policy review and roll-out	Policy revisions ongoing

#5 – Conclude fire consolidation discussions with townships and define long-term strategy for cost containment by Q1 of 2022	
Set meeting with townships	On hold – staff capacity
Discuss long-term strategies	On hold – staff capacity

#6 – Complete staffing study and compensation assessment and establish staffing model by Q1 of 2022	
Staffing study and compensation assessment	Complete
Establish staffing model	Complete

#7 – Complete EMI public safety training	
EMI course and training	Complete – follow-ups ongoing

Legend:	
On track to meet deadline or already completed.	
Project is trending behind schedule.	
Project will not meet established timeline or no work completed.	

January 6, 2023

LIBRARY	MONTHLY REPORT TO COMMON COUNCIL January 2023
Subject	Summary
2022 Circulation Statistics	For 2022, the library circulated/downloaded/loaned 129,326 items.
2022 Gate count	Our patron counter for 2022 counted 47,973 people using the library last year.
2022 Programs	Total attendance at all programs in 2022 was 3,453 attendees. There were also 1,100 Take & Make projects distributed for 2022.
2022 Computer use	Our Internet management software counted 5,275 people logging on to our public Internet stations.
2022 Meeting Rooms	For 2022, 1,360 people used our meetings rooms.
2022 reference questions	The staff answered 4,434 reference questions during 2022.
2022 website hits	The library's website recorded 18,210 hits in 2022.
Curbside/service window activity for 2022	Curbside and service window activity recorded 1,041 transactions in 2022.

RECREATION DEPARTMENT	MONTHLY REPORT TO COMMON COUNCIL JANUARY 10, 2023	
Activity/Project	Status	Notes/Other
Senior Center Attendance – December	1,009 participants	Open 18 days Closed due to weather on December 22. Rachel on vacation 3 days. Average daily attendance: 56 participants
Senior Center Rentals - December	7 rentals	
Senior Center Meals - December	120 curbside 369 mobile	
Senior Center Special Activities/Events	December 13 Senior Center Christmas Party on - 48 participants. Gifts donated by Dollar Tree and Culvers.	
Upcoming Senior Center Special Activities/Events	<p>January 17 – Mayor Bishop Talk</p> <p>January 24 – Dementia Friendly Presentation and Simulation</p> <p>January 26 – Dementia Care Specialist monthly office hours and memory screens</p> <p>January 27 – Buddy Bingo with 3rd Grade Students</p> <p>Partnering with Prairie Ridge Assisted Living to play bingo, plan trips and presentations</p>	Rachel on vacation January 9-13. Fitness classes will be cancelled. All other scheduled activities will take place and volunteers will supervise the building.

DATE: January 10, 2023			
Project	Status		Other
GFL Transition	The first week of collection went fine. City crews went around the January 3 rd and 4 th to pick up any remaining Waste Management carts. Any other calls we receive now residents we be asked to bring them to the City Garage at 903 N. Madison St.		
Staff will be working on getting bids out for the upcoming construction season	Updating bid paperwork		
Energy Innovation Planning Grant	Slipstream met with City Staff to look at 3 facilities the Safety Building, Library and City Hall.		
New Senior Center Grant	We continue to have meetings with Cedar Corp. and staff. The plans are to have a project to bid April/May time period with construction to start in June.		
Wilson Dr. and Shaler Dr. extension	We are working with MSA on the street design. They should have plans to city staff within the next week for review. Plans will also be submitted to the DOT after staff review. The plan is to try and bid this project by late January as this project will need to be completed by fall harvest season.		
Looking into grants that may be available for projects to help offset funding			
Winter weather season	Please follow all winter parking rules and have sidewalks cleared within 24hours after a snow event		
Staff are working on facility maintenance along with equipment repairs	This is the time of year that staff can get caught up on some of those repairs at buildings. We are also doing vehicle and equipment maintenance.		



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: December 9, 2022
SUBJECT: General Manager Report

Electric Department Update:

Power Outage

- November 16th at 12:01 pm, a power outage was reported at the John Burke Correctional Center. A lightning arrester failed causing a phase-to-phase fault. The fault caused the upstream over current device to operate and isolate the outage. Equipment was replaced, overcurrent device refused and power was restored at 1:00 pm. The outage affected the John Burke Center, the Dairy, and the maintenance shop.

All-Phase HVAC LLC

- Crews completed installation of a new single-phase primary extension on Bayberry Ln to provide electric service for the new All-Phase building on Shaler Dr.

W & D Navis Inc.

- A new 400-foot single-phase primary extension was installed to provide electric service to a new building being constructed at 280 Gateway Dr for W & D Navis Inc.

Young Street 3-Phase Loop

- The 3-phase primary loop is complete. This new URD 3-phase primary extension increases system redundancy and allows crews to feed customer transformers from two different substations if needed. It also allows crews to keep customers power on when working on transformers that were previously on a radial feed.

3-Phase Feeder in Conflict

- A contract crew was working on Moorman Dr installing storm sewer for the United Coop project when they discovered that Waupun Utilities' URD 3-phase substation feeder was in conflict with the new storm sewer.
- Waupun Utilities crews worked with the contractor to move the infrastructure to accommodate the new storm sewer.

Replace Overhead Services

- Crews replaced three overhead electric services with new URD services in the 300 block of E Main St.

System Inspection

- The electric crew has started to conduct system inspections. The Wisconsin Public Service Commission requires electric utilities to inspect the entire distribution system every four years. This year the crew will inspect Main Sub Feeder 1, 2, 3, 4 & 8; Comtech Sub Feeder 1; South Sub Feeder 1; and West Sub Feeder 1 & 2.

General Manager Update:

Tax Roll

- On October 13, 2022, tax roll letters were generated for 431 accounts with delinquent balances. Of the 431 accounts, 54 delinquent accounts remained to be placed on the 2022 property tax bill as of November 16, 2022 totaling \$9,438.14.

WMC Future Wisconsin Summit

- Mayor Bishop and I attended the Future Wisconsin Project held December 8th at Monona Terrace in Madison. The Future Wisconsin Project, a program of WMC Foundation, addresses our state's long-term systemic, economic challenges. With partner representation from business, government, and education, this program seeks to bring all stakeholders of the economy to the table to develop solutions we can all implement. The year-long collaboration culminates with The Future Wisconsin Summit, held at the end of each year.

This concludes my report for December 2022. Please contact me at 324-7920 or sbrooks@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: January 9, 2023
SUBJECT: General Manager Report

Electric Department Update:

Power Outage

- No outages to report.

Call-Ins

- On December 23rd at 11:00 am, the electric department was notified about a line down. The line was identified as a Spectrum Communications service line. At 2:15 pm, the crew was called in again to N. Watertown Street for a report of a damaged tree near the power line. The crew removed part of the tree near the line to prevent a power outage and damage to equipment.
- On December 30th at 12:47 pm, a customer on Fond du Lac Street called to report a service wire on the ground. The service line was identified as a Spectrum Communication service line.

Winter Storm

- The National Weather Service predicted a severe winter storm starting late December 21st lasting through December 24th. The storm included snow, strong winds, and cold temperatures. Predictions from the NWS anticipated sustained winds 25-35 mph with gusts reaching 40-55 mph for several hours.
- WU's main concern with the storm was the strong winds and the timing of the storm. WU had additional staff on stand-by ready to respond to any emergencies during the winter storm event. No power outages occurred as result of the storm.

Line Clearance

- The electric crew started work on the annual line clearance program. WU has an aggressive line clearance program and is a key component in maintaining our reliability standard when faced with severe weather events.

Electric Meter Testing

- WU completed three days of electric meter testing with WPPI Shared Meter Tech Services. In total, 30-polyphase instrument rated meter settings were tested. Meter testing processes include: Accuracy test, CT ratio test, CT burden test, and photo documentation of service components.

Tenneco Scheduled Power Outage

- Tenneco requested several power outages to allow their contractors and maintenance staff to perform preventative maintenance on their electrical equipment during their holiday shutdown. The electric department worked with contractors to schedule five separate power outages that took place between December 29th – 30th.

General Manager Update:

Challenges within the Electric Grid

- On December 23rd Midcontinent Independent System Operator (MISO) called on all of its Load Modifying Resources (LMRs) in the North sub-region and part of the Central sub-region. WPPI has load in seven Local Balancing Authorities. Waupun Utilities is in ALTE (Alliant East) Central sub-region.
- During this event, WPPI called all of its LMR stand-by generators to go online. Waupun Utilities owns one of WPPI's LMR stand-by generators located at the Water Treatment Facility. WU's generator ran from 6:15 pm to 9:00 pm.

PSC Reporting

- Staff will be working over the next couple of months to complete all of the required PSC annual reports.

WPPI Meeting

- Jeff Stanek and I both attended the WPPI Board of Directors meeting December 7th. The Board approved WPPI's 2023 budget and rates. We received reports from Business Technology Solutions about Honeywell our electric meter manufacture regarding long lead times. Power supply discussed the outlook for Load Market Prices for 2023. Estimates for market energy prices remain high for 2023.

2023 Legislative Rally

- The 2023 Legislative Rally is scheduled for February 27th - March 1st in Washington, D. C. The annual rally is crucial to ensuring that US Senators and Congressional members hear the voices and concerns of public power communities. As local elected officials, commissioners and utility managers, we are well positioned to influence policy and to represent the public power community as a whole. I am excited to report that Mayor Rohn Bishop and I will be representing Waupun Utilities at this year's APPA rally.

This concludes my report for January 2023. Please contact me at 324-7920 or sbrooks@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: December 7, 2022
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

Tower levels were lowered 3 feet for winter operations. This method will result in a higher water turnover in the tank, more water movement, higher water temperatures, lower possibility of ice formation, and help prevent interior coating damage.

A potassium permanganate soak was performed on both greensand filters. The media within the filter has a special coating that oxidizes hydrogen sulfide gas to solid sulfur particles, which are filtered out. When all of the manganese oxide is consumed, the greensand is regenerated with potassium permanganate. Potassium permanganate is a purple oxidizing chemical that is added to the untreated water to maintain the manganese greensand filter. To work properly, the greensand must be regenerated at periodic intervals based on water usage and contaminant concentration.

Wastewater Treatment Facility:

There are no call-ins to report this month.

Staff continues to have considerable involvement with the switch over of process logic controllers (PLC) and programming changes. Involvement ranges from verifying input/output (I/O) on equipment to proper operational control of processes.

Distribution/Collection System Crew:

There are no call-ins to report this month.

Shaler and Harris lift station were both cleaned and inspected. The wet wells are pumped out and cleaned twice a year, or more often if necessary, to prevent solids and grease build-up. The build-up of solids can create gases that could damage the pump, or sink and get caught in the impeller.

Staff's focus is on preventative maintenance within the collection system, from flushing to televising sanitary sewers. This process allows staff to see "inside" of the sanitary sewer. The camera measures the exact distance in a pipe, so repairs to cracks, joints, or removing obstructions are accomplished easily and precisely. The pipe condition is recorded as the camera moves through the pipe. The pipe condition and its location is used to establish a pipe priority grade. This allows staff to pinpoint areas within the gravity sanitary sewer pipes that need a more thorough investigation due to the critical nature of the location, physical attributes of a pipe section, the structural integrity of the pipe, and operation and maintenance needs of the pipe.

This concludes my report. Please do not hesitate to contact me with your questions or concerns at 324-7920 or sschramm@waupunutilities.org.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: January 2, 2023
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

Cummings completed replacement of the block heater control relay cluster and replaced station batteries on the stand-by generator.

Level 1 bleeder's were turned on December 21st. "Bleeding," means the controlled wasting of water through an orifice (prior to meter). The orifice will maintain water flow in the service lines and prevent freezing.

Wastewater Treatment Facility:

There are no call-ins to report this month.

There has been several instances of the 480V main circuit breaker opening for no apparent reason, causing power loss to the entire facility. AC Engineering performed an inspection of facilities main breaker control scheme. They identified that the main circuit breaker tripped offline due to the ultra-sensitive automatic trip relay (ATR) and an inadvertent signal from the defunct process logic controller (PLC) transfer scheme. The ATR was replaced and the remote open/close signal wires were removed from the PLC. This has resolved the nuisance tripping.

Staff has been limited this past month due to several vacations. With limited staff, the operators worked on preventive maintenance items and have been dealing with a few weather related freeze ups.

Water/Sewer Crew:

There is one call-in to report this month for a frozen water service. The service was frozen within the customer's basement. A plumber un-thawed the service and replaced shut off valve, then restored service at the curb stop.

Several water meter modules were replaced due to battery failure. The module provides communication between the meter and AMI system.

Crew's focus remains to be preventative maintenance on the collection system. They have completed flushing the basins. They will continue televising the sanitary sewers over the course of the next several months.

Wastewater Treatment Facility ABNR Update:

There will be a brief slide presentation to show progress of construction.

This concludes my report. Please do not hesitate to contact me with your questions or concerns at 324-7920 or sschramm@waupunutilities.org.



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: December 5, 2022
SUBJECT: October 2022 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity consisted of rebuilding overhead line in the back lot of Bly and Division streets in addition to continued work installing new infrastructure for customers. The water and sewer utilities incurred \$155,900 in project costs for South Madison Street reconstruction. Construction at the WWTF continues with monthly Disbursement Requests processed through the USDA.

Plant activity consisted of the purchase of a portable sampler for the sewer utility for testing high strength waste from customers.

MONTHLY OPERATING RESULTS – October 2022 Monthly and Year-To-Date (YTD)

Sales

Electric

- Monthly kWh sales were **1.4% above** budget & **4.8% lower** than October 2021 on lower sales to Residential and Industrial Power customers.
- YTD kWh sales were **2.9% above** budget & **1.0% higher** than October 2021 YTD actual sales.

Water

- Monthly sales units of 100 cubic feet were **5.3% above** budget & **10.1% higher** than October 2021 with increased sales to Industrial customers.
- YTD water sales were **4.3% above** budget & **5.5% higher** than October 2021 YTD actual sales due to an Industrial customer experiencing a leak in their production process that has persisted for much of the year.

Sewer

- Monthly sales units of 100 cubic feet were **3.6% below** budget & **3.4% higher** than October 2021 sales due to higher Public Authority volume. Sales to the Department of Corrections facilities continue to remain lower beginning in the spring of 2020 and have not returned to historical averages.
- YTD sewer sales were **7.4% below** budget & **4.9% lower** than October 2021 YTD actual sales.

Income Statement

Electric

- Operating revenues and purchased power expenses were **above** budget \$1,334,200 and \$1,233,900, respectively, due to overall higher purchased power costs from higher market energy prices passed through WPPI. This trend is expected to continue for the remainder of the year due to higher energy market volatility.
- Gross margin was \$100,300 **above** budget.

- Operating expenses were \$41,900 *below* budget primarily due to lower distribution maintenance costs than budgeted and the crews working on capital projects for customers.
- Operating income was \$369,300 or \$196,600 *above* budget from lower operating costs and the annual billings for joint pole attachments to communication companies, which occur in January of every year and totaled \$76,500.
- Net income was \$470,800 or \$332,700 *above* budget primarily from increased sales and timing of the joint pole attachment billings to communications companies.

Water

- Operating revenues were \$37,100 *above* budget due to overall higher consumption for one Industrial customer who continues to experience a water leak in their production line process.
- Operating expenses were \$107,100 *below* budget on lower treatment and distribution expenses including the abandonment of Well #1 originally budgeted for rehab in 2022.
- Operating income was \$636,500 or \$147,300 *above* budget from lower than budgeted operating expenses, primarily due to few distribution main breaks than budgeted.
- Net income was \$525,800 or \$178,200 *above* budget.

Sewer

- Operating revenues were \$119,400 *above* budget despite continued lower consumption from the Department of Corrections facilities. Trucked in waste revenues increased from the prior months, which led to the increase. This month included the first months of billings at the October 1, 2022 approved rates.
- Operating expenses were \$28,500 *below* budget due to lower laboratory and maintenance-related costs at the WWTF.
- Operating income was \$254,400 or \$155,700 *above* budget.
- Grant proceeds totaled \$1,502,000 for Disbursement Requests 18 & 19 totaling \$3,121,000 year-to-date.
- Net income (loss) was a loss of (\$27,100) or \$113,900 *above* the year-to date projected budget without consideration of grant-related revenues.

Balance Sheets

Electric

- Balance sheet *decreased* \$63,200 from September 2022.
- Accounts receivable *decreased* \$176,000 due lower purchased power bills compared to the prior month offset by a *decrease* of \$154,500 in Accounts Payable.
- Unrestricted cash *increased* \$74,300 due to the timing of payment of our monthly power bill and collections through the PCAC charge from customers.
- Net position *increased* \$107,800 from September 2022.

Water

- Balance sheet *increased* \$53,700 from September 2022.
- Total unrestricted cash *increased* \$13,300.
- Net position *increased* by \$49,000.

Sewer

- Balance sheet *increased* \$1,536,700 from September 2022 due to month-to-month fluctuations in payables associated with construction work in progress at the WWTF offset by Grant Disbursements from the USDA.
- Unrestricted cash *decreased* \$61,000 due to payments associated with the South Madison street reconstruction project and required monthly transfers for debt service.
- Net position *increased* \$1,491,400 due to grant revenues offset by South Madison street construction outflows.

Cash and Investments

The monthly metrics dashboard for cash and investments provide a monthly comparison of cash and investment balances and graphs that present long-term investments by maturity, type, and rating. The Utility's investments are typically fixed-income and held-to-maturity unless they are called before maturity. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments *increased* \$194,900 or **2.2%** from September 2022 due to increased sales in the prior month offset by payments associated with the South Madison street reconstruction project.
- Received interest and distributions of \$10,700 and recorded an unrealized *negative* market adjustment of (\$6,700), along with \$500 in management fees, resulting in a net portfolio (unrealized) *gain* of \$3,500 for the month.
- Total interest and investment income earned (excluding market value adjustments) on all accounts for the month was \$17,800 and \$92,400 year-to-date.

OTHER FINANCIAL MATTERS

WWTP Upgrade – Construction Update and Progress

Listed below is a summary of the costs incurred and paid for with USDA loan proceeds requested to date:

Total Project Budget <i>(As of 4/14/2021):</i>	\$ 36,008,000
Total Authorized Funding <i>(As of 5/31/2022):</i>	\$ 37,508,000
Total Project Costs to Date <i>(Thru 12/5/2022):</i>	\$ 31,810,445
Loan Draws – Project to Date: <i>(Thru 11/10/2022):</i>	\$ 27,807,000
Grants Provided <i>(Thru 11/10/2022):</i>	\$ 3,121,000
Disburse Request #20 – Requested <i>(11/14/2022):</i>	\$ 673,246
Disburse Request #18, 19 – Paid <i>(10/13/2022):</i>	\$ 1,502,000

This concludes my report. Please do not hesitate to contact me at 324-7920 or jstanek@waupunutilities.org with any questions or comments.



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: January 9, 2023
SUBJECT: November 2022 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

Electric utility construction activity consisted of multiple line extensions for new and existing customers in addition to installation of the related services. The water and sewer utilities incurred \$261,469 and \$38,217, respectively, in project costs for South Madison Street reconstruction. Construction at the WWTF continues with monthly Disbursement Requests processed through the USDA.

Plant activity included the replacement of the soft start at well #5 for the water utility, which began to fail in previous months.

MONTHLY OPERATING RESULTS – November 2022 Monthly and Year-To-Date (YTD)

Sales

Electric

- Monthly kWh sales were **4.2% above** budget & **1.5% lower** than November 2021 on lower sales to Industrial Power TOD customers.
- YTD kWh sales were **3.0% above** budget & **1.0% higher** than November 2021 YTD actual sales.

Water

- Monthly sales units of 100 cubic feet were **10.3% above** budget & **10.1% higher** than November 2021 with increased sales to Industrial and Commercial customers.
- YTD water sales were **6.5% above** budget & **5.5% higher** than November 2021 YTD actual sales due to an Industrial customer experiencing a leak in their production process that has persisted for much of the year.

Sewer

- Monthly sales units of 100 cubic feet were **1.0% below** budget & **11.2% higher** than November 2021 sales due to increased Public Authority volume. Sales to the Department of Corrections facilities continue to remain lower than historical averages.
- YTD sewer sales were **6.8% below** budget & **3.6% lower** than November 2021 YTD actual sales.

Income Statement

Electric

- Operating revenues and purchased power expenses were **above** budget \$1,470,500 and \$1,360,200, respectively, due to continued increased purchased power costs from higher market energy prices passed through WPPI. This trend is expected to continue for the remainder of the year due to higher energy market volatility.
- Gross margin was \$100,300 **above** budget.
- Operating expenses were \$54,700 **below** budget primarily due to lower distribution maintenance costs than budgeted and the crews working on capital projects for customers.

- Operating income was \$409,300 or \$214,600 *above* budget from lower operating costs and the annual billings for joint pole attachments to communication companies, which occur in January of every year and totaled \$76,500.
- Net income was \$521,300 or \$364,600 *above* budget primarily from increased sales and timing of the joint pole attachment billings to communications companies.

Water

- Operating revenues were \$46,900 *above* budget due to overall higher consumption for one Industrial customer who continues to experience a water leak in their production line process.
- Operating expenses were \$121,200 *below* budget on lower treatment and distribution expenses including the abandonment of Well #1 originally budgeted for rehab in 2022.
- Operating income was \$700,700 or \$172,000 *above* budget from lower than budgeted operating expenses, primarily due to fewer distribution main breaks than budgeted.
- Net income was \$588,905 or \$215,900 *above* budget.

Sewer

- Operating revenues were \$166,600 *above* budget despite continued lower consumption than historical averages from the Department of Corrections facilities. The increase is the result of new sewer rates implemented October 1, 2022. Trucked in waste revenues increased from the prior month as well.
- Operating expenses were \$51,500 *below* budget due to lower laboratory and maintenance-related costs at the WWTF.
- Operating income was \$335,800 or \$226,700 *above* budget.
- Grant proceeds totaled \$1,502,000 for Disbursement Requests 18 & 19 totaling \$3,121,000 year-to-date.
- Net income was \$49,600 or \$204,100 *above* the year-to date projected budget without consideration of grant-related revenues.

Balance Sheets

Electric

- Balance sheet *increased* \$66,200 from October 2022.
- Unrestricted cash *increased* \$139,100 due to the timing of payment of our monthly power bill and collections through the PCAC charge from customers.
- Net position *increased* \$49,700 from October 2022.

Water

- Balance sheet *increased* \$71,100 from October 2022.
- Total unrestricted cash *decreased* \$191,800 primarily due to construction payments associated with the South Madison infrastructure project.
- Net position *increased* by \$63,100.

Sewer

- Balance sheet *decreased* \$77,900 from October 2022 due to month-to-month fluctuations in payables associated with construction work in progress at the WWTF offset by Grant Disbursements from the USDA.
- Unrestricted cash *decreased* \$34,200 due to payments associated with the South Madison street reconstruction project, required monthly transfers for debt service and interest-only payments on debt for the 2003 and 2020/21 Revenue Bonds totaling \$156,100.
- Net position *increased* \$76,700 due increased revenues from the October 1, 2022 rate increase.

Cash and Investments

The monthly metrics dashboard for cash and investments provide a monthly comparison of cash and investment balances and graphs that present long-term investments by maturity, type, and rating. The Utility's investments are typically fixed-income and held-to-maturity unless called before maturity. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments *increased* \$28,800 or **0.3%** from October 2022 due to increased sales in the prior month offset by payments associated with the South Madison street reconstruction project and sewer interest-only debt payments.
- Received interest and distributions of \$13,300 and recorded an unrealized *positive* market adjustment of \$14,400, along with \$500 in management fees, resulting in a net portfolio (unrealized) *gain* of \$27,200 for the month.
- Total interest and investment income earned (excluding market value adjustments) on all accounts for the month was \$21,500 and \$113,800 year-to-date.

OTHER FINANCIAL MATTERS

WWTP Upgrade – Construction Update and Progress

Listed below is a summary of the costs incurred and paid for with USDA loan proceeds requested to date:

Total Project Budget <i>(As of 4/14/2021):</i>	\$ 36,008,000
Total Authorized Funding <i>(As of 5/31/2022):</i>	\$ 37,508,000
Total Project Costs to Date <i>(Thru 1/4/2023):</i>	\$ 32,171,803
Loan Draws – Project to Date: <i>(Thru 1/4/2023):</i>	\$ 27,807,000
Grants Provided <i>(Thru 1/4/2023):</i>	\$ 3,121,000
Disburse Request #20 – Requested <i>(11/14/2022):</i>	\$ 673,246
Disburse Request #18, 19 – Paid <i>(10/13/2022):</i>	\$ 1,502,000

This concludes my report. Please do not hesitate to contact me at 324-7920 or jstane@waupunutilities.org with any questions or comments.

Administrative Report for December 2023

Prepared by K Schlieve, 1/3/23

Personnel

- Recruitment for Code Enforcement position is in process. No applicants and currently reviewing capabilities of a third-party provider.
- Working on updates to our hiring practices to streamline processes, increase access to job applicants and standardize our procedures across all departments.
- Evaluating modified/light duty policy language for future consideration.

Policy Work:

- Finalized local preference policy as part of an update to the City's purchasing policy.
- Work underway on a number of ordinance revisions, including revisions to address/permit nuisance citations, and needed work around public right of way use pertaining to broadband/small cell tower use.

Grants Work:

- Construction committee is working on architectural design for senior center. We expect to have final designs in April 2023 with bid submittals initiated shortly thereafter.
- Work on the Healthcare Infrastructure Grant is in process. We are currently evaluating equipment needs and anticipate ordering remaining equipment within the next month.
- Working on reconciliation of Stone & Suede and back alley improvement.
- We are writing for a new Vibrant Spaces Grant to fund place-making improvements in the downtown green space in cooperation with CDA and BID. Applications are due January 31, 2023. The focus of the application will be on advancing improvements in the green space downtown per our proposed Streetscaping Plan. We will be seeking a resolution of support from the full Council at the January 10, 2023 meeting.
- Work is commencing on a grant obtained from UW Extension to support implementation of the City's Market Analysis completed in 2021.

Administration:

- Planning is underway to support a strategic planning process in Q1/2 of 2023.
- Work is underway on nominations for Main Street Awards program. Nominations due January 23, 2023.
- Planning work underway for employee taskforce to reconvene in early 2023 to begin work on 2024 benefits strategy.
- Establishing a process to annually evaluate fees. Presently recommending some changes to fees for the aquatic center and park facility reservations to Board of Public Works.

CITY OF WAUPUN - ALTERNATIVE FUNDING REPORT
 Updated January 3, 2023)

Grant	Purpose	*Status	Comments	Grant Manager	Grant Period	Request	Award	Reimbursement	Outstanding Funds	City Match
PSC Energy Innovation Planning Grant	Energy Innovation Planning Grant	Approved	Agreement Executed Planning in process	Daane	2022-2023	\$ 50,000	\$ 50,000		\$ 50,000	\$ 8,511
CEASE Program (Police)	Federal Funds passed through State	Pending		Louden	2022	\$ 1,370			\$ 1,370	\$ -
Federal American Rescue Plan Act - DOA Police Grant	DOA Law Enforcement Agency Grant	Automatic	2 squad cams (\$15K). Balance of funds must be spent by May 2023.	Louden	2022-2023		\$ 25,164		\$ -	\$ -
CVMIC Safety Grant	Support Safety Improvements to reduce risks	Pending			2023	\$ 2,500	\$ -	\$ -	\$ 2,500	\$ -
WI-DOT Local Road Improvement Grant	Rock / Newton Avenues Phase 2	Approved	Working to update street plan to reflect award	Daane	2025	\$ 400,000	\$ 400,000		\$ 400,000	\$ 488,260
DOA Healthcare Infrastructure Capital Grant	EMR Program Start Up Costs	Approved	Contracts executed and implementation underway.	Schlieve/DeMaa	2022-2024	\$ 204,864	\$ 204,864	\$ 65,836	\$ 139,028	\$ -
DOA Neighborhood Investment Fund Grant	Senior Center Construction	Approved	Contract executed; preliminary designs and budgets being created.	Schlieve	2022-2024	\$ 4,995,425	\$ 4,995,425	\$ 95,310	\$ 4,900,115	\$ 204,555
Community Development Investment (CDI) Grant	Stone + Suede Renovations/Public Infrastructure	Approved	Contract executed; Working with Stone+Suede to implement	Schlieve	2022	\$ 134,000	\$ 134,000	\$ -	\$ 134,000	\$ 75,000
EDA Grant - COVID Relief	Infrastructure to Expand in Waupun Industrial Park	Denied	TID 9 creation underway to underwrite cost; Exploring alternative grant funding	Schlieve	2023-2024	\$ 2,400,000	\$ -		\$ 2,400,000	\$ -
EMS Flex Grant	Advance EMR Services to EMT Basic Level	Awarded	Due July 11, 2022	Schlieve/DeMaa	2022-2023	\$ 268,599	\$ 268,600	\$ 134,300	\$ 134,299	\$ -
American Recovery Plan Act (ARPA) Non-Entitlement Community Funds	Pre-determined allocation based on population; prioritization plan needs to be determined	Automatic	2nd tranche received; Claimed lost revenue exemption in first reporting; Prioritization spending plan needs to be finalized.	Schlieve	2022-2024		\$ 1,172,183		\$ -	
FDL Co Hwy Traffic Safety Grant	Seat belt / speed enforcement reimbursement	Automatic	January - March 2022	Louden	2022		\$ 756		\$ -	\$ -
Main Street Bounceback Grant (\$10K award to eligible businesses that apply)	Support business starts and fill vacant buildings; 16 businesses supported to date.	Applications	June 2021 - April 2023	Businesses Awarded	2021-2022	\$ 270,000	\$ 240,000	\$ 240,000	\$ 30,000	
TOTAL						\$ 8,726,758	\$ 7,490,992		\$ -	\$ 776,326



AGENDA SUMMARY SHEET

MEETING DATE: 1/10/2023

TITLE: ARPA Listening Sessions

AGENDA SECTION: PUBLIC LISTENING SESSION

PRESENTER: Kathy Schlieve, City Administrator

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Economic Vitality	\$1.7M ARPA Allocation Determination	

SUMMARY ISSUE:

The City of Waupun received \$1.7M in ARPA Allocations. Funds have been segregated in a fund and public input is being sought through a series of listening sessions to be held on January 10 and 17, 2023. Staff will provide an overview of what ARPA funds are, eligible uses of the funds, and a brief overview of projects staff have identified. The public will be encouraged to participate and provide input on priorities for the community.

STAFF RECOMMENDATION:

ATTACHMENTS:

- ARPA Overview
- ARPA Treasury Guidelines Summary Chart
- Staff Project List
- Council Priorities

RECOMMENDED MOTION:

Motion to direct staff to prepare for next steps of ARPA fund allocation.



American Rescue Plan Act (ARPA) of 2021

Listening Sessions

January 10 & 17, 2023

ARPA Expenditure Plan Process

Signed into law – March 11, 2021

- \$1.9 trillion available
 - \$350 billion allocated to state/local governments
 - Waupun Allocation - \$1,172,183.14

American Rescue Plan Act

- Provide support to governments in responding to impacts of COVID-19
 - One-Time Funding
 - Funds must be Obligated by **December 31, 2024** and Expended by **December 31, 2026**

ARPA Objectives & Key Considerations

Objectives: Ensure the government has resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue, and
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

Key Considerations:

- Avoid funding items that could be funded by other state or federal sources
- Be strategic as we have a longer time period to spend the dollars (2026)
- Remain flexible, as City needs may evolve over time.

Eligible Expenditures – 4 Categories

1. Replace Lost Public Sector Revenue Loss
2. Public Health and Economic Response
3. Premium Pay for Eligible Workers
4. Water, Sewer, Broadband Infrastructure



Non-Exclusive List of Eligible Uses ARPA – Local Fiscal Recovery Funds

Responding to the Public Health Emergency	Addressing Negative Economic Impacts	Serving the Hardest Hit	Improving Access to Infrastructure	Replace Public Sector Revenue Loss
<p>COVID-19 mitigation</p> <ul style="list-style-type: none"> • Vaccinations • Personal protective equipment (PPE) • Testing • Alternative care facilities 	<p>Workers and families</p> <ul style="list-style-type: none"> • Unemployment and training • Food, housing, financial security assistance • Survivor’s benefit 	<p>Health disparities</p> <ul style="list-style-type: none"> • Community health works • Public benefits navigators • Community violence intervention 	<p>Water and sewer</p> <ul style="list-style-type: none"> • Drinking/wastewater infrastructure • Cybersecurity • Remediation of lead pipes • Stormwater/green Infrastructure 	<ul style="list-style-type: none"> • Recipients can fund government services up to their revenue loss amount • Revenue loss – use standard allowance up to \$10 million (not greater than award) or calculate actual revenue loss • Government services include any service traditionally provided by a government • Construction of schools and hospitals • Road building and maintenance and other infrastructure • Health services • General government administration, staff and administrative facilities • Environmental remediation • Providing police, fire and other public safety services
<p>Behavioral health care</p> <ul style="list-style-type: none"> • Mental health treatment • Substance abuse treatment • Crisis intervention 	<p>Small businesses</p> <ul style="list-style-type: none"> • Loans • Grants • Counseling programs 	<p>Housing and neighborhoods</p> <ul style="list-style-type: none"> • Homelessness • Affordable housing • Housing vouchers • Residential counseling 	<p>Broadband</p> <ul style="list-style-type: none"> • Currently unserved or underserved • Modern technologies • Address challenges such as affordability and reliability 	
<p>Public health resources</p> <ul style="list-style-type: none"> • Payroll for public health and similar employees 	<p>Impacted industries</p> <ul style="list-style-type: none"> • Tourism • Travel • Hospitality • Non-profits 	<p>Educational disparities</p> <ul style="list-style-type: none"> • Early learning services • School district resources • Educational services 	<p>Review resources at treasury.gov (search "recovery funds")</p> <ul style="list-style-type: none"> • <i>Final rule – effective April 1, 2022</i> » Overview » Webinar » Presentation 	
<p>Essential workers</p> <ul style="list-style-type: none"> • Premium pay • Retroactive premium pay 	<p>Public sector</p> <ul style="list-style-type: none"> • Rehire public sector employees to pre-pandemic levels 	<p>Healthy environments</p> <ul style="list-style-type: none"> • Childcare • Enhanced child welfare services 		
<p>Capital expenditures</p> <ul style="list-style-type: none"> • Must be related and reasonably proportional to the pandemic impact identified and reasonably designed to benefit the impacted population or class (ex: build affordable housing, childcare facilities, schools, hospitals, other projects) • Coronavirus Capital Projects Fund is another source of funding available to fund critical capital investments 				

1. Replace Lost Public Sector Revenue Loss

- \$10M standard allowance
- Fund government services (generally any service) up to revenue loss amount:
 - Road building and maintenance, and other infrastructure
 - Health services
 - General government administration, and administrative facilities
 - Provision of police, fire and other public safety services (including purchase of fire trucks and police vehicles)
 - Environmental remediation

2. Public Health and Economic Impact

Public Health

- COVID-19 Mitigation and Prevention
- Medical Expenses
- Behavioral Healthcare (mental health, substance use treatment and other behavioral health services)
- Preventing and Responding to Violence

Economic Impact

- Impacted households and communities
- Assistance to Small Business
- Assistance to Non-Profits
- Aid to Impacted Industries
- Public Sector Capacity

3. Premium Pay for Eligible Workers

- Provide premium pay to eligible workers
 - Eligible workers defined as workers “needed to maintain continuity of operations of essential critical infrastructure sectors.”

4. Water, Sewer, Broadband Infrastructure

- Improve access to clean drinking water
- Support vital wastewater and stormwater infrastructure
- Expand broadband internet
- Cybersecurity Investments

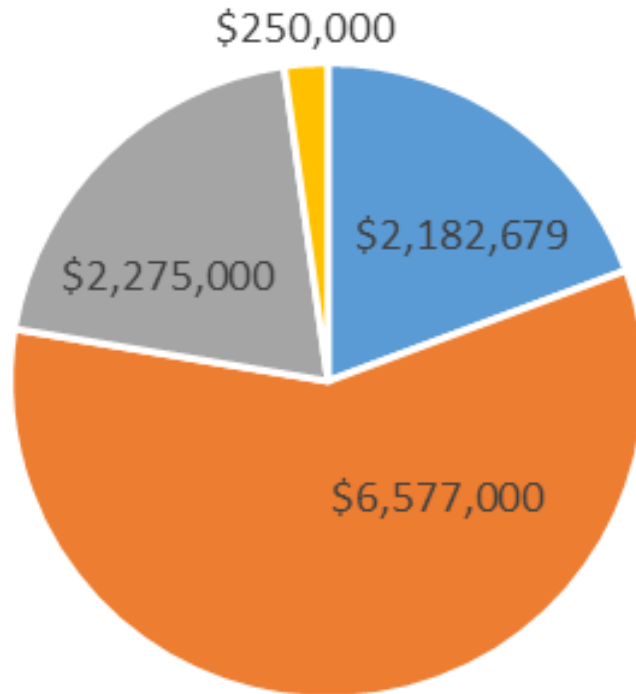
Restrictions on Uses

- Offset a Reduction in Net Tax Revenue
- Deposit into Pension Fund
- Contribution to Reserves
- Debt Service
- No satisfaction of Settlements and Judgements

ARPA Team Submissions by Category (\$11.3M)

Sum of Estimated project cost:

ARPA Submissions - April 2022



Select eligible use category: ▾

- Improve Access to Infrastructure
- Lost Revenue
- Negative economic impacts
- Premium Pay

ARPA Team Submissions by Category (\$11.3M)

<p>1. Lost Revenue (\$6,327,000)</p> <ul style="list-style-type: none">• Park Improvements (Outdoor Park Plan)• City Hall Repairs (Boiler, Tuckpoint, Roof)• Communication – Electronic Sign / Meeting Tech.• Lost Sewer Utility Revenues• Generator – City Hall• Ladder Truck – Fire	<p>2. Public Health & Economic Response (\$2,525,000)</p> <ul style="list-style-type: none">• Affordable Housing• Childcare• Downtown Green Space Improvements• Small Business Grants• EMR Program
<p>3. Premium Pay (\$250,000)</p> <ul style="list-style-type: none">• Essential Worker Pay	<p>4. Infrastructure (\$2,182,679)</p> <ul style="list-style-type: none">• South Madison Street Water/Sewer Cost Overage• Stop & Go Light Cabinets• Stormwater Ponds• Shaler Drive Extension



Non-Exclusive List of Eligible Uses

ARPA – Local Fiscal Recovery Funds

Responding to the Public Health Emergency	Addressing Negative Economic Impacts	Serving the Hardest Hit	Improving Access to Infrastructure	Replace Public Sector Revenue Loss
COVID-19 mitigation <ul style="list-style-type: none"> Vaccinations Personal protective equipment (PPE) Testing Alternative care facilities 	Workers and families <ul style="list-style-type: none"> Unemployment and training Food, housing, financial security assistance Survivor’s benefit 	Health disparities <ul style="list-style-type: none"> Community health works Public benefits navigators Community violence intervention 	Water and sewer <ul style="list-style-type: none"> Drinking/wastewater infrastructure Cybersecurity Remediation of lead pipes Stormwater/green Infrastructure 	<ul style="list-style-type: none"> Recipients can fund government services up to their revenue loss amount Revenue loss – use standard allowance up to \$10 million (not greater than award) or calculate actual revenue loss Government services include any service traditionally provided by a government Construction of schools and hospitals Road building and maintenance and other infrastructure Health services General government administration, staff and administrative facilities Environmental remediation Providing police, fire and other public safety services
Behavioral health care <ul style="list-style-type: none"> Mental health treatment Substance abuse treatment Crisis intervention 	Small businesses <ul style="list-style-type: none"> Loans Grants Counseling programs 	Housing and neighborhoods <ul style="list-style-type: none"> Homelessness Affordable housing Housing vouchers Residential counseling 	Broadband <ul style="list-style-type: none"> Currently unserved or underserved Modern technologies Address challenges such as affordability and reliability 	
Public health resources <ul style="list-style-type: none"> Payroll for public health and similar employees 	Impacted industries <ul style="list-style-type: none"> Tourism Travel Hospitality Non-profits 	Educational disparities <ul style="list-style-type: none"> Early learning services School district resources Educational services 	Review resources at treasury.gov (search "recovery funds") <ul style="list-style-type: none"> <i>Final rule – effective April 1, 2022</i> <ul style="list-style-type: none"> » Overview » Webinar » Presentation 	
Essential workers <ul style="list-style-type: none"> Premium pay Retroactive premium pay 	Public sector <ul style="list-style-type: none"> Rehire public sector employees to pre-pandemic levels 	Healthy environments <ul style="list-style-type: none"> Childcare Enhanced child welfare services 		
Capital expenditures <ul style="list-style-type: none"> Must be related and reasonably proportional to the pandemic impact identified and reasonably designed to benefit the impacted population or class (ex: build affordable housing, childcare facilities, schools, hospitals, other projects) Coronavirus Capital Projects Fund is another source of funding available to fund critical capital investments 				

City of Waupun
Aldersperson ARPA Prioritization

Item #	Item	Kaczmariski	Siebers	Westphal	Matoushek	Bishop	Langford	Vanderkin	Count
24	EMR Program	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000		\$ 250,000		5
22	Communication Meeting Solutions	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000				4
7	Stop and Go Light Cabinet	\$ 34,000	\$ 34,000			\$ 34,000	\$ 34,000		4
8	Dodge Park		\$ 35,000	\$ 35,000		\$ 35,000	\$ 35,000		4
20	Childcare Planning	\$ 25,000		\$ 25,000	\$ 25,000		\$ 25,000		4
11	Aquatic Center		\$ 30,000			\$ 30,000	\$ 30,000		3
6	Stormwater Pond		\$ 38,183		\$ 300,000		\$ 300,000		3
1	Facility Consolidation	\$ 350,000		\$ 350,000	\$ 350,000				3
9	ADA Improvements - War Memorial	\$ 125,000			\$ 125,000	\$ 125,000			3
23	Generator - City Hall		\$ 130,000				\$ 130,000		2
21	Communication Electronic Signage	\$ 30,000	\$ 30,000						2
13	Zoellner Park		\$ 50,000				\$ 50,000		2
14	Buwalda Park		\$ 50,000				\$ 50,000		2
7	Baseball Turf				\$ 95,000	\$ 500,000			2
19	Childcare Expansion					\$ 250,000	\$ 250,000		2
5	Essential Worker Pay		\$ 250,000						1
12	Wilcox Park		\$ 200,000						1
26	EV Charging Station		\$ 50,000						1
3	Lost Revenue - Utilities	\$ 332,000							1
25	Small Business			\$ 500,000					1
	Senior Center Overruns					\$ 226,000			1
18	Ladder Truck							\$1,200,000	1
27	City Hall Remodel								0
TOTAL		\$1,171,000	\$ 1,172,183	\$1,185,000	\$ 1,170,000	\$1,200,000	\$1,154,000	\$1,200,000	

COMMENTS:

While I have made these my list for spending ideas, this does not mean there aren't other areas where the money could make a large impact. The dollar amounts for what I believe to be very important items are larger than the funding available with these ARPA funds. These would be the completion of Shaler drive (needed to further develop the truck stop land), the ladder truck, City Hall boiler. I also believe City Hall updates are needed, or to go the direction of a new city hall public safety type building, but again that would be a lot more money than available. I would also like to see the downtown green space, and Wilcox park, but think we could stretch the funding further with the list supplied.

I saw in the eligible expenditures "investment into water, sewer, or broadband infrastructure." I did not see it in the list for city wide broadband, or public Wi-Fi. I do not know a cost, but think this is also a needed item.

I overspent but see the following as priorities that also need to be addressed: City Hall remodel, EMR, Childcare and All Parks need to be ADA accessible.