



**A G E N D A**  
**CITY OF WAUPUN BOARD OF PUBLIC WORKS**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, January 12, 2021 at 4:30 PM**

**VIDEO CONFERENCE AND TELECONFERENCE**

**The Waupun Board of Public Works will meet virtually at 4:30 pm on Tuesday, January 12, 2021, via Zoom. The public may access the conference meeting online or by phone. Instructions to join the meeting are provided below:**

To Join Zoom Meeting

<https://us02web.zoom.us/j/89285018143?pwd=dVp3dIA4WEpsRG9xb3ErQW9CUDRIUT09>

Meeting ID: 892 8501 8143

Passcode: 663943

By Phone +1 312 626 6799 US (Chicago)

**CALL TO ORDER**

**ROLL CALL**

**PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS**--State name, address, and subject of comments.  
(2 Minutes)

***No Public Participation after this point.***

**FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS**

**CONSIDERATION - ACTION**

- [1.](#) Approve minutes of the November 10, 2020 Board of Public Works Meeting.
- [2.](#) Ordinance amendment to Install stop signs on Tanager St.
- [3.](#) Madison Street Bridge Repair Quote
- [4.](#) Waupun Dam- Auxiliary spillway concept designs
- [5.](#) Ordinance Amendment – Updating Winter parking
- [6.](#) Waupun closed landfill monitoring for 2021
- [7.](#) ADA Canoe/kayak launch for Shaler Park
- [8.](#) Newton & Rock Ave. project update
9. S. Madison St. project update
- [10.](#) Recreation Update

**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.*



**MINUTES**  
**CITY OF WAUPUN BOARD OF PUBLIC WORKS**  
**MEETING**  
**201 E Main St**  
**Tuesday, November 10, 2020 at 4:30 PM**

**VIDEO CONFERENCE AND TELECONFERENCE**

**The Waupun Board of Public Works met at 4:30 pm on Tuesday, November 11, 2020 at 4:30 pm.**

**CALL TO ORDER**

Chairman Ryan Mielke called the meeting to order at 4:30 pm

**ROLL CALL**

Roll call was taken members present:

Alders—Mike Matoushek, Ryan Mielke (Chair), Bobbie Vossekuil

Citizens—Dale Heeringa, Brian Markus, Jessica Mueller (absent with notification), Gregg Zonnefeld

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

**PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS--**

There were no guests for public comment.

**FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS**

Next meeting will be December 8th at 4:30 pm

**CONSIDERATION - ACTION**

**1. Approve minutes of the October 13, 2020 Board of Public Works Meeting.**

Minutes of the October 13th meeting were presented. Motion (Nickel/Matoushek) for approval. **MOTION CARRIED (7-0)**

**2. Add 2 hour parking on W. Main St.**

DPW Director Daane presented a proposal to amend the Two Hour Parking Limit to include 27' west of the west curbline of Commercial Street and existing westerly for a distance of 64'. Motion (Zonnefeld/Matoushek) to approve the ordinance and forward to the Common Council for action/approval. **MOTION CARRIED (7-0)**

**3. Discuss Brush Drop Off Site from October Board of Public Works Meeting**

DPW Director Daane had feedback from local contractors regarding last month's decision to not allow contractors to dump brush. So to date in 2020 the City has paid out \$40,000-plus for this service, with an estimate of more than \$50,000 annually to handle brush. No other local municipalities allow contractor dumping. The question is how to monitor the collection of fees. Daane shared some of the logistics that go with the relocation, burning, and other implications with disposal of the EPA burned materials regulations. BPW discussed some options – allowing only grass and chipped material within our current fee structure vs. a significant fee addition for the contractors to alleviate the City's costs for disposing of the large volume of materials. Motion (Heeringa/Markus) to set a \$500 fee for contractors to bring in grass, leaves, and chipped materials and small lawn debris. Large logs and branch disposal is the responsibility of the contractors, effective January 2021. **MOTION CARRIED (7-0)**

**4. Recreation Update**

Senior Center Update

Director Rachel Kaminski shared that the beautiful September weather made activities through October 14th to allow great levels of activities at Harris Park. At present Nail Service and curbside mail pickup has been in

place. The Senior Center will close for December, but virtual activities are being posted daily.

#### Aquatic Center Update

Director Kaminski reported that in the past they have sold winter season passes during the holiday season at a \$5 discount. The BPW endorsed continuing that same practice in 2020.

#### **ADJOURNMENT**

Motion (Matoushek/Nickel) to adjourn the meeting of the BPW at 5:12PM. **MOTION CARRIED (7-0)**

Respectfully submitted,  
Gregg Zonnefeld  
BPW Clerk



## AGENDA SUMMARY SHEET

**MEETING DATE:** 01/12/21

**TITLE:** Install stop signs on Tanager St.

**AGENDA SECTION:** Consideration-Action

**PRESENTER:** Jeff Daane Director of Public Works

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Safe, Healthy and Sustainable Community		

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**ISSUE SUMMARY:**

With the construction of Tanager Street we would like to install 2 stop signs.

SECTION 1: Section 6.03(2) of the Waupun Municipal code entitled "OTHER INTERSECTION CONTROLS" is amended to add the following subsections:

(bq) A stop sign shall be placed at the intersection of Tanager St. and County Park Rd. so traffic proceeding westerly shall stop before entering the intersection with County Park Rd.

(br) A stop sign shall be placed at the intersection of Tanager St. and N. Harris Ave. so that traffic proceeding easterly shall stop before entering the intersection with N. Harris Ave.

**STAFF RECOMENDATION:**

Approve the ordinance attached and pass on to City Council.

**ATTACHMENTS:**

Ordinance

**MOTIONS FOR CONSIDERATION:**

Approve the ordinance as written and pass on to council for approval

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ORDINANCE NUMBER 21-

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, DO ORDAIN:

SECTION 1: Section 6.03(2) of the Waupun Municipal code entitled "OTHER  
INTERSECTION CONTROLS" is amended to add the following subsections:

(bq) A stop sign shall be placed at the intersection of Tanager St. and  
County Park Rd. so traffic proceeding westerly shall stop before  
entering the intersection with County Park Rd.

(br) A stop sign shall be placed at the intersection of Tanager St. and N.  
Harris Ave. so that traffic proceeding easterly shall stop before entering  
the intersection with N. Harris Ave.

SECTION 2: This Ordinance shall be in full force and effect upon its passage  
and publication as provided by law.

Enacted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Julie Nickel  
Mayor

ATTEST:

\_\_\_\_\_  
Angela Hull  
City Clerk



## AGENDA SUMMARY SHEET

**MEETING DATE:** 01/12/21

**TITLE:** Madison Street Bridge Repair Quote

**AGENDA SECTION:** Consideration-Action

**PRESENTER:** Jeff Daane Director of Public Works

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Safe, Healthy and Sustainable Community	\$15,000	

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**ISSUE SUMMARY:**

Last fall the County completed an inspection of the bridge on N. Madison St. This inspection happens every other year. They found areas of concern and some repair work is needed. See attached quote for the work from Fond Du Lac County. As you can see they will be working with the city staff to get this work completed.

The top surface of concrete will be milled off and the remaining loose concrete will be chipped away. A new layer of concrete will be poured on top. This work could take a month and the bridge will be closed during that time.

**STAFF RECOMENDATION:**

**ATTACHMENTS:**

**MOTIONS FOR CONSIDERATION:**

Approve the quote from Fond Du Lac county with assistance from city staff for \$15,000

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# FOND DU LAC COUNTY HIGHWAY COMMISSION

## QUOTATION

Attn: City of Waupun DPW  
 Name: Jeff Daane  
 Municipality: City of Waupun  
 Address: 201 E. Main Street  
 Waupun, WI 53963  
 RE: B-20-0008 Madison Street Bridge overlay.  
 SCOPE: Mill and concrete overlay with City assistance

Proposal 1  
 AREA

Quantity	Units	Description	Unit Price	Total
1	LS	Milling concrete deck	\$ 2,500.00	\$ 2,500.00
1	LS	Crew leader with compressor & chippers	\$ 3,500.00	\$ 3,500.00
1	LS	Deck pour crew and equipment	\$ 8,000.00	\$ 8,000.00
1	LS	Burlap for wet cure, furnish and install joint sealant	\$ 1,000.00	\$ 1,000.00
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<b>Project Notes:</b> City to provide the following: traffic control, detour (if desired), trucking for milling, chipping labor, concrete, labor and equipment for wet cure.			<b>Subtotal</b>	\$ 15,000.00
construction anticipated in April or May 2021				
			<b>TOTAL</b>	<b>\$ 15,000.00</b>

The following described services and materials will be supplied by the Fond du La County Highway Dept. at the direction of Village/Town officials according to estimated costs. The Village/Town officials agree to pay the Fond du Lac county Highway Dept. for the following services and material according to the actual costs incurred. Full payment will be received 60 days from receipt of billing unless otherwise negotiated.

Proposal Generated: Ryan Sommer Date: 11/20/2020  
 Fond du Lac County Highway Commission

To accept this quotation, sign here, date and return \_\_\_\_\_  
 City of Waupun Dated: \_\_\_\_\_



# AGENDA SUMMARY SHEET

**MEETING DATE:** 01/12/21

**TITLE:** Waupun Dam- Auxiliary spillway concept designs

**AGENDA SECTION:** Consideration-Action

**PRESENTER:** Jeff Daane Director of Public Works

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Safe, Healthy and Sustainable Community		

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**ISSUE SUMMARY:**

At a past Board of Public Works meeting it was approved to take a look at possible solutions to flooding issues at Shaler Park where the water washes around the dam. See attached 2 designs from MSA and memo.

The first design shows a concrete bottom swale and the driveway shifted to the north. This design would require the End of the Trail statue to be moved. After this design was sent over for review I asked them if there would be another option that may save the statue location and just removed that portion of the driveway. See option 2. This swale would be grass with the exception of the area for the walkway to the bridge. The statue would still need some significant work to stay. MSA thought it would need a retaining wall around 3 sides of it to stay in the current location. As you can see both designs would have a big impact to the park layout.

**STAFF RECOMENDATION:**

**ATTACHMENTS:**

**MOTIONS FOR CONSIDERATION:**

1. Accept design 1 with concrete swale and have MSA give a cost estimate for the work.
2. Accept design 2 with grass swale and elimination of the driveway. Have MSA give a cost estimate.
3. Do nothing and just handle future flooding as we have in the past.

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**To:** City of Waupun  
**From:** Mark Harnois, P.E., and Eric Thompson, P.E., CFM  
**Subject:** Waupun Dam - Auxiliary Spillway Concept Design  
**Date:** October 15, 2020

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**Background:**

The Waupun Dam located on the South Branch of the Rock River has frequently experienced flow conditions which have exceeded the dam spillway capacity such that water flows north around the dam through Shaler park before returning back to the river. This memorandum summarizes MSA's development of a concept design to address this situation.

The fundamental issue to be resolved by this project is the damage caused by the water flowing through the park. This can be addressed in one of two ways; either by preventing the water from entering the park by raising the containment berm for the dam, or by designing a channel through the park with adequate hydraulic capacity and resistance to erosion to withstand the design flows. Initial evaluation of the available floodplain model has indicated that raising the dam containment berm would present substantial regulatory obstacles associated with potential increases in upstream flood elevations and so this option has been abandoned. This memo focuses on the sizing of a new auxiliary spillway through the park to the north of the existing dam.

**Methods and Goals:**

The Waupun Dam is located on the South Branch of the Rock River. This portion of the South Branch of the Rock River has been evaluated under a Flood Insurance Study (FIS). The FIS is based on a detailed hydraulic computer model of the dam and the river. MSA has obtained this model and modified it for use in the concept design of the auxiliary spillway.

The Waupun Dam is not a "large dam" as defined by State Administrative Code and therefore does not have minimum spillway capacity requirement. However State Dam Safety Code can be used to establish an appropriate size/configuration of spillway. Assuming the dam would have the large-dam equivalent of a low-hazard rating (no development located in areas that would be

flooded in case of a dam failure), then the total spillway capacity of the dam (the existing spillway plus the new conceptual spillway) should be sufficient to convey the 100-year flood.

### **Existing Spillway Capacity:**

The existing dam spillway consists of an approximately 80-foot long fixed crest concrete spillway bounded by short (~3 foot) vertical abutments. The exact length of the spillway is not currently known, FEMA flood modeling indicates the spillway is 75 feet wide; the WDNR on-line database indicates 74 feet, while plans for the pedestrian bridge over the dam indicate the bridge abutments to be 83 feet apart from outside-to-outside. FEMA flood modeling indicates that the elevation of the dam crest is 873.95. Aerial contour mapping of the ground surface to either side of the dam indicates that to the south, the ground slopes steeply upward to elevations above 880.0, while elevations to the north of the dam are lower and comparatively flat with an approximately 40-foot wide section roughly 70 feet north of the dam with a low elevation of approximately 877 (shown in the FEMA model to be elevation 875.9). This low section is where the overflows have occurred.

The WDNR on-line dam safety database indicates that the dam spillway has approximately 690 cfs total capacity. Calculations completed as part of this study indicate that the spillway can convey approximately 650 cfs below the elevations where flows will crest the overflow to the north of dam. The FEMA model indicates that at flow rates above approximately 450 cfs, water levels upstream from the dam will reach the point where overflows to the north occur; however, it is MSA's opinion that the modeling is based upon a hydraulic coefficient that is too low for the dam's style of overflow section. For purposes of the remainder of this memo, it is assumed that the existing spillway has a capacity of approximately 700 cfs.

Review of peak annual flow gage results\* for roughly the last 20 years, indicates that flows in the South Branch of the Rock River have exceeded 700 cfs (the approximate spillway capacity) – and presumably have resulted in overflows through the park – at least six (6) times:

- 1999 - 809 cfs
- 2004 - 1,120 cfs
- 2008 - 2,350 cfs
- 2010 - 739 cfs
- 2018 - 936 cfs
- 2019 - 1,520 cfs

*\* Values itemized above are annual maximum flows. It may be that there were multiple flood events for the reported years that exceeded the dam spillway capacity causing flooding in the park.*

To manage (not eliminate) dam overflows it will be necessary to construct an auxiliary spillway through the park to the north of this dam. In keeping with the ideal goal of this project as

introduced in the previous section, it is desirable that the capacity of the auxiliary spillway when added to the capacity of the existing spillway should be able to convey 100-yr peak flows in the South Branch of the Rock River.

### **River Statistical Flow Analysis:**

The November 4, 2009 FIS report is the most recent FEMA-accepted reference which reports 100-yr flow rates for the South Branch of the Rock River. This report estimated the 100-yr flow at the Waupun Dam to be 2,850 cfs. This flow estimate is based on a statistical analysis of data collected at USGS gage 05423500, which collected data from 1949 to 1969, following guidance published in 1971. This was a substantial reduction in peak flow published in the prior 1991 FIS study which indicated a 100-yr flow rate of 3,650 cfs.

In an earlier 2000 study, the USGS prepared a statistical analysis of river flows which determined a still lower 100-yr flow rate of 1,710 cfs. This value was reviewed and approved by WDNR and WisDOT. A more recent study completed in 2010 and provided by WisDOT estimated a 100-yr flow rate of 2,190 cfs. This value does not appear to have been reviewed or approved by USGS or WDNR.

Clearly, published results show a wide variability in estimated 100-yr flow rates in the river; however, regardless of the flow rate, the required capacity of the auxiliary spillway would need to be substantially more than that of the primary spillway capacity.

### **Conceptual Design Considerations:**

As stated in the introduction to this memorandum, raising the elevation of the embankment to the north of the dam to eliminate overtopping through the park will result in increased 100-yr flood elevations upstream from the dam and will cause nearly insurmountable regulatory challenges. The only apparent viable option is to increase the total dam spillway capacity. Modification of the primary spillway would be very invasive and require the removal of improvements recently made to the dam including the construction of the pedestrian bridge over the dam. As a result, the only option appears to be construction of a new auxiliary spillway.

There are several considerations that the City must be aware of regarding the design of a new auxiliary spillway:

- **Spillway Elevation.** All other things being equal, the lower the elevation of the spillway, the more capacity it provides; however, the lower the elevation, the more frequently the spillway will come 'on-line' and carry flow.
- **Spillway width.** The spillway width will be a direct function of the elevation of the crest and the desired flow capacity. If the auxiliary spillway is constructed just 6-inches above the primary spillway, then the spillway will need to be approximately 270 long for the dam to pass 100-yr flows (current FEMA Modeled rate). A spillway this long would effectively occupy the entire park area and so is almost certainly a non-starter.

- **Embankment Height.** It has been stated that simply raising the embankment to prevent overflows into the park would be extremely difficult due to regulatory issues associated with increased in flood elevations. However, it may be possible to raise the embankment by a small amount if it is off-set by construction of a new auxiliary spillway such that there is no increase in upstream 100-yr flood elevations.
- **Spillway Shape.** The spillway will be needed to be located off the north end of the existing pedestrian bridge and pedestrian traffic will need to cross the spillway in some manner to access the park to the north. It is possible to integrate a concrete sidewalk atop the spillway crest; however the sidewalk will need to be ADA compliant, which will require very shallow ramp slopes down to the spillway crest to either side which will affect both the width of the spillway and the crest elevation.

The auxiliary spillway capacity will be a function of all four of these design details and each combination of elevation/length/embankment height will result in a unique 'service interval' which will be measured by the frequency at which the spillway comes 'on-line' and the frequency where the capacity of the auxiliary spillway is exceeded.

### **Conceptual Designs:**

For purposes of establishing the limits of a potential auxiliary spillway the following assumptions have been made:

- 1.) The auxiliary spillway will likely need to come on-line somewhere between the estimated 1-yr pool depth and the 2-yr pool depth, else there will not be enough depth of water over the crest to provide a decent amount of flow capacity. The maximum daily mean flow rate between October 1948 and September 2020 is of 125 cfs. Modeling indicates that this flow would pass over the existing spillway at a depth of 0.47 feet (5-5/8 inches). Therefore, the desirable elevation of the auxiliary spillway crest will be just above this depth – or approximately 6 inches. This would place the auxiliary spillway crest at elevation 874.5
- 2.) The total maximum width of disturbance allowable for construction of the auxiliary spillway will be approximately 50 feet as controlled by the location of the bridge and the End-of-the-Trail statue in the park. A spillway confined to this width would provide approximately 100 cfs additional capacity below lake elevation 875.9, which is the elevation at which uncontrolled overflow through the park currently occurs.

It is important to note that whatever configuration for the final auxiliary spillway is selected that there will be impacts to the appearance, operation, and maintenance requirements for the park.

- The auxiliary spillway will occupy an area where there is currently a pedestrian path and a vehicular driveway. It is anticipated that the sidewalk can be maintained, although perhaps along a different alignment; however, the vehicular drive may need to be relocated.

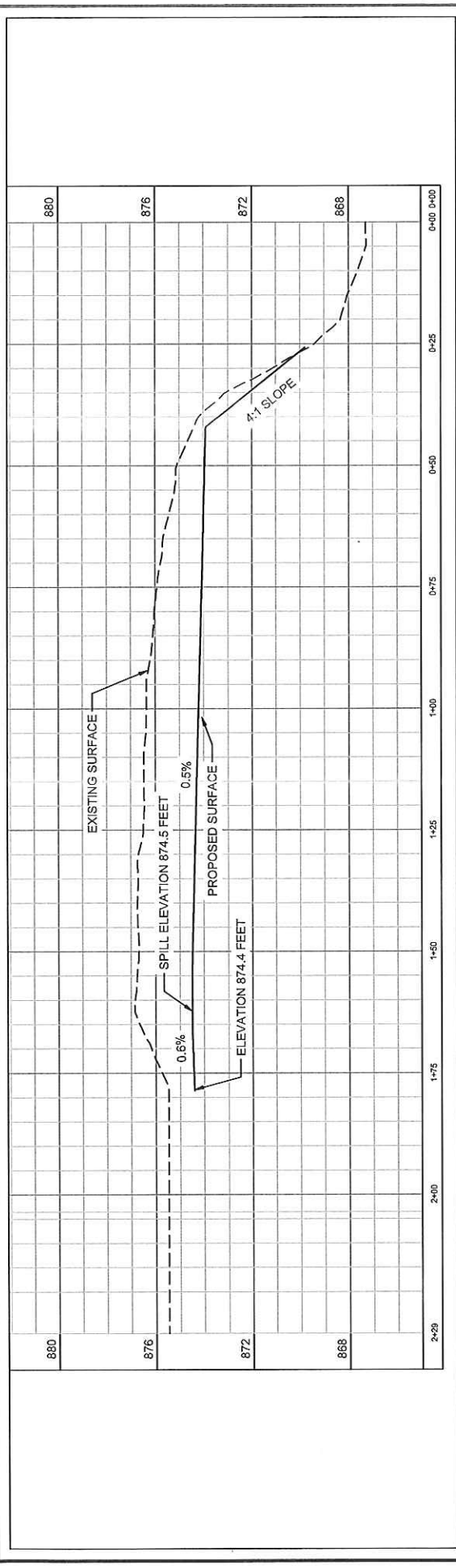
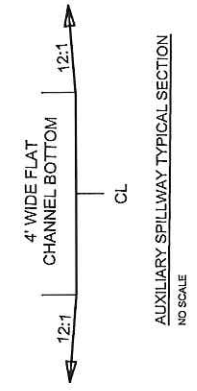
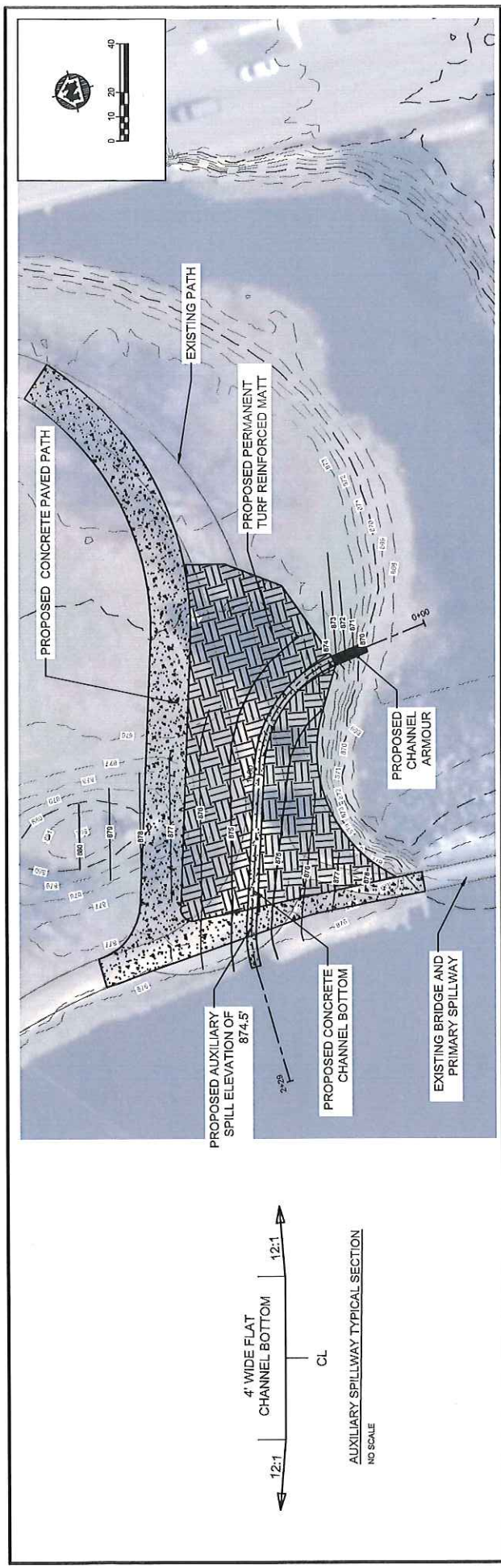
## MEMO

October 15, 2020

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- The auxiliary spillway will need to be maintained in a well-vegetated condition to prevent damage when it is conveying flows. This may require exclusion of foot traffic except where the sidewalk may be located.
- The access and view of the 'End of the Trail' statue will likely be affected. Most notably by the need to completely relocate the vehicular access to the north side of the statue. It may be desirable to relocate the statue, which would allow for a larger/wider overflow section.
- There will undoubtedly be other impacts to the park that are not considered in this memo and which should be discussed between the many City operational departments as well as with elected officials.

#1



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# AGENDA SUMMARY SHEET

MEETING DATE: 01/12/21

TITLE: Winter parking areas in city lots

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane Director of Public Works

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Safe, Healthy and Sustainable Community		

## ISSUE SUMMARY: 6.05 PARKING RESTRICTIONS

### (5) Winter Parking

- (a) For a period of forty-eight (48) hours immediately following an accumulated snowfall of two inches (2") 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. ~~on any day when there has been an accumulated snowfall of 2 inches or more, or between 2:00 a.m. and 6:00 a.m. on the day thereafter, as such snowfall is measured at the Waupun Safety Building.~~
- (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 twenty-four (24) hours immediately following an accumulated snowfall of two inches (2") 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. ~~of any day during December, January, February, and March,~~ except the following areas designated as "Overnight Off-Street Parking Areas":
  1. The northerly 20 feet of that parking area lying north of ~~The House of Hunan Restaurant~~ 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 ~~Judson's Bowling Alley~~ 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 ~~west-center southern~~ tier of parking stalls in the municipal parking lot boarded 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 ~~twelve~~ (12) hour period
  2. No ~~person shall park any vehicle shall remain~~ in any parking space between the hours of 8:00 am and 11:00 a.m. ~~on any day in which snow has for a period of twenty-four (24) hours immediately following an accumulated on the off street parking areas during snowfall of two inches (2") or more, as measured at the months of November, December, January, February and March in any year~~ 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.

**STAFF RECOMENDATION:**

**Approve changes to winter parking in city lots**

**ATTACHMENTS:**

**Ordinance**

**MOTIONS FOR CONSIDERATION:**

Approve changes to ordinance 6.05 Parking Restrictions and pass on to council

ORDINANCE # 21 - \_\_\_\_

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(5) of the Municipal Code of the City of Waupun entitled

"Winter Parking" is repealed and recreated to provide as follows:

(a) ~~No~~For a period of forty-eight (48) hours immediately following an accumulated snowfall of two inches (2") 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.~~on any day when there has been an accumulated snowfall of 2 inches or more, or between 2:00 a.m. and 6:00 a.m. on the day thereafter, as such snowfall is measured at the Waupun Safety Building.~~

(b) The restrictions set forth in subsection (a) above shall not apply to Physicians or Emergency Medical Technicians on emergency calls.

(c) ~~No~~For a period of twenty-four (24) hours immediately following an accumulated snowfall of two inches (2") 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.~~of any day during December, January, February and March, .,~~ except the following areas designated as "Overnight Off-Street Parking Areas":

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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 ~~west centers~~southern tier of parking stalls in the municipal parking lot boarded 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 twelve (12-) hour period.

2. No person shall park any vehicle ~~shall remain~~ in any parking space between the hours of 8:00 a.m. and 11:00 a.m. ~~on any day in which snow has for a period of twenty-four (24) hours immediately following an accumulated on the off-street parking areas during snowfall of two inches (2") or more, as measured at the months of November, December, January, February and March in any year~~ 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.

SECTION 2: All ordinances or portions of ordinances inconsistent with the provisions of this ordinance are repealed.

SECTION 3: This Ordinance shall be in full force and effect on its passage and publication as provided by law.

Enacted this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Julie J. Nickel  
Mayor

ATTEST:

\_\_\_\_\_  
Angela Hull  
City Clerk

## ORDINANCE # 21 - \_\_\_\_

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THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

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"Winter Parking" is repealed and recreated to provide as follows:

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(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 twenty-four (24) hours immediately following an accumulated snowfall of two inches (2") 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":

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(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.

SECTION 2: All ordinances or portions of ordinances inconsistent with the provisions of this ordinance are repealed.

SECTION 3: This Ordinance shall be in full force and effect on its passage and publication as provided by law.

Enacted this \_\_\_\_ day of \_\_\_\_\_, 2021.

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Julie J. Nickel  
Mayor

ATTEST:

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Angela Hull  
City Clerk



## AGENDA SUMMARY SHEET

**MEETING DATE:** 01/12/21

**TITLE:** Waupun closed landfill monitoring for 2021

**AGENDA SECTION:** Consideration-Action

**PRESENTER:** Jeff Daane Director of Public Works

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Safe, Healthy and Sustainable Community	\$10.880	

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**ISSUE SUMMARY:**

We are required to monitor our old landfills and submit results to WDNR. MSA has completed this service for us in the past. We are looking to approve them to complete this work again in 2021.

**STAFF RECOMENDATION:**

**ATTACHMENTS:**

**MOTIONS FOR CONSIDERATION:**

Approve agreement with MSA Professional Services to monitor the city of Waupun landfills for \$10,880.

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## Task Order

**To:** City of Waupun  
Jeff Daane  
201 E Main Street  
Waupun, WI 53963

**Date of Issuance:** December 9, 2020

**MSA Project No.:** R00212069

This task order will acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project:

**Project Name:** Waupun Closed Landfills Environmental Monitoring for Year 2021

**The scope of the services authorized is:** Perform the April and October 2021 environmental sampling, private well sampling, and electronic reporting to the WDNR for the "old" and "new" City of Waupun closed landfills. Provide recommendations as requested by the City staff related to activity near the landfills.

**The schedule to perform the services is:** approximate start: January 1, 2021  
approximate completion: December 31, 2021

**The lump sum fee for the services is:** \$10,880 for year 2021, with \$4,980 in April and \$5,900 in October

This authorization for the work described above shall serve as the Agreement between MSA and OWNER. All services shall be performed in accordance with the Master Professional Services Agreement currently in force. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a lump sum plus reimbursable basis. A list of reimbursable expenses is included on the attached rate schedule.

**Approval:** MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Agreement. A copy of this Agreement signed by the authorized representatives shall be returned for our files.

**CITY OF WAUPUN**

**MSA PROFESSIONAL SERVICES, INC.**

A handwritten signature in dark ink, appearing to read "Richard Lyster", is written over a horizontal line.

\_\_\_\_\_  
Jeff Daane  
Director of Public Works  
Date: \_\_\_\_\_

\_\_\_\_\_  
Richard Lyster, P.G.  
Team Leader  
Date: December 9, 2020

201 E Main Street  
Waupun, WI 53963  
Phone: 920-324-7918  
Fax: 920-324-7939

1230 South Blvd  
Baraboo, WI 53913  
Phone: 608-356-2771  
Fax: dlyster@msa-ps.com

## ATTACHMENT A: RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Architects .....	\$127-\$168/hr.
Clerical .....	\$60-\$100/hr.
CAD Technician .....	\$68-\$132/hr.
Geographic Information Systems (GIS).....	\$92-\$136/hr.
Housing Administration .....	\$67-\$114/hr.
Hydrogeologists.....	\$120-\$144/hr.
Planners .....	\$97-\$200/hr.
Principals.....	\$185-\$230/hr.
Professional Engineers .....	\$104-\$230/hr.
Project Manager.....	\$87-\$200/hr.
Professional Land Surveyors .....	\$90-\$160/hr.
Staff Engineers.....	\$87-\$135/hr.
Technicians .....	\$76-\$120/hr.
Wastewater Treatment Plant Operator.....	\$70-\$89/hr.
 <u>REIMBURSABLE EXPENSES</u>	
Copies/Prints.....	Rate based on volume
Fax .....	\$1.00/page
GPS Equipment.....	\$40/hour
Mailing/UPS .....	At cost
Automobile Mileage – (currently \$0.545/mile) .....	Rate set by Fed. Gov.
MSA Truck Mileage.....	\$0.70/mile
Nuclear Density Testing .....	\$25.00/day + \$10/test
Organic Vapor Field Meter .....	\$100/day
PC/CADD Machine.....	Included in labor rates
Robotics Geodimeter.....	\$30/hour
Stakes/Lath/Rods .....	At cost
Total Station .....	Included in labor rates
Travel Expenses, Lodging, & Meals.....	At cost
Traffic Counting Equipment & Data Processing .....	At cost

\* Labor rates represent an average or range for a particular job classification. These rates are in effect until January 1, 2021. After January 1, 2021, these rates may increase by not more than 5% per year.





## AGENDA SUMMARY SHEET

**MEETING DATE:** 01/12/21

**TITLE:** ADA Canoe/kayak launch for Shaler Park

**AGENDA SECTION:** Consideration-Action

**PRESENTER:** Jeff Daane Director of Public Works

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Safe, Healthy and Sustainable Community	\$30,079.81	

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**ISSUE SUMMARY:**

We applied for a grant through the DNR that will cover \$11,805.15

Donations of \$10,480.90

City portion \$7,793.76 plus costs to assemble and install

This would be purchase through sourcewell. We are now a member and the pricing has been competitively solicited and awarded.

Attached are 2 estimates from EZ Dock one without Sourcewell pricing and one with. The original estimate is higher and does not include delivery.

**STAFF RECOMENDATION:**

**ATTACHMENTS:**

**MOTIONS FOR CONSIDERATION:**

1. Approve estimate from EZ Dock of the Midwest LLC for \$30,079.81

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EZ Dock of the Midwest LLC

2387 Old Zumbrota St.  
Red Wing, MN 55066

# Estimate

Date	Estimate #
1/4/2021	16916

Name / Address
City of Waupun Attn: Jeff Daane 201 E. Main St. Waupun, WI 5393

				Project
Item	Description	Qty	Rate	Total
	Sourcewell Pricing for City of Waupun. FOB Red Wing, MN.			
500956***	EZ LAUNCH DRIVE THRU WITH PORTS, LARGE DOCK, ACCESSIBLE TRANSFER SYSTEM, AND CURBING (BEIGE)	1	22,001.35	22,001.35
210250	HEAVY DUTY PIPE BRACKET KIT FOR 2.5" OD PIPE W/INSERT (BEIGE)	4	319.20	1,276.80
116025***	2-3/8" OD - 10 GAUGE X 16' L GALVANIZED PIPE	4	137.75	551.00
100255	AUGER KIT FOR 2-1/2" OD PIPE	4	27.36	109.44
100026	GALVANIZED STEEL PIPE CAP FOR 2-3/8" PIPE	4	4.475	17.90
G400512	GANGWAY AL 5' X 12' W/HARDWARE, RAILINGS, AL DECK	1	2,420.83	2,420.83
G200550***	TRANSITION PLATE. 5' AL. GANGWAY KIT W/TREAD-PLATE DECKING	1	704.28	704.28
G200460***	GANGWAY, HINGE KIT, ALUMINUM GANGWAY TO 60" DOCK	1	449.75	449.75
300400	GANGWAY ROLLER KIT FOR 3.5" GALVANIZED PIPE	1	174.80	174.80
105035***	GANGWAY, 3-1/2" X 56" GALVANIZED PIPE FOR ROLLER	1	76.95	76.95
208110	SUPPLEMENTAL FLOAT POD 200LBS (BEIGE)	2	171.95	343.90
	Suggested Retail Price Subtotal			28,127.00
Shipping	Shipping Charges (Monett, MO to Red Wing, MN)		1,472.81	1,472.81
Shipping	Shipping Charges (Red Wing, MN to Waupun, WI)	240	2.00	480.00
NOTE/DESIGN	Estimate and Drawings are based on Dealer design input, and Dealer is solely responsible for determining the suitability of the products and layout for this application.		0.00	0.00
NOTE/PILINGS	Estimate does not include Installation, Delivery to Site, or Shore Work. Those Items are purchased directly from the Dealer, Deano Dock & Lift..		0.00	0.00
Sourcewell Pricing. FOB Red Wing, MN unless otherwise specified.			<b>Total</b>	<b>\$30,079.81</b>



N3427 County Highway J  
Poynette, WI 53955  
(608) 850.4424  
info@deanodock.com

[www.deanodock.com](http://www.deanodock.com)

# Estimate

Date	Estimate #
8/22/2019	5221

Name / Address
Jeff Daane

Site Address

Description	Qty	Rate	Total	Placement	Rep
				nate	NJ
EZ LAUNCH DRIVE THRU WITH PORTS, LARGE DOCK, ACCESSIBLE TRANSFER SYSTEM, AND CURBING (BEIGE)	1	25,338.00	25,338.00T		
HEAVY DUTY PIPE BRACKET KIT FOR 2.5" OD PIPE W/INSERT (BEIGE)	4	333.00	1,332.00T		
2-3/8" OD - 10 GAUGE X 16' L GALVANIZED PIPE	4	151.00	604.00T		
AUGER KIT FOR 2-1/2" OD PIPE	4	32.00	128.00T		
GALVANIZED STEEL PIPE CAP FOR 2-3/8" PIPE	4	6.00	24.00T		
GANGWAY, 5'X12' WITH HARDWARE, RAILINGS, AND DECK (BEIGE)	1	2,663.00	2,663.00T		
GANGWAY, TRANSITION PLATE KIT WITH THRU-FLO DECKING FOR 5' GANGWAY..	1	766.00	766.00T		
GANGWAY, HINGE KIT, ALUMINUM GANGWAY TO 60" DOCK	1	466.00	466.00T		
GANGWAY ROLLER KIT FOR 3.5" GALVANIZED PIPE	1	195.00	195.00T		
GANGWAY, 3-1/2" X 56" GALVANIZED PIPE FOR ROLLER	1	81.00	81.00T		
SUPPLEMENTAL FLOAT POD 200LBS	2	187.00	374.00T		
Delivery and assembly is not included in this quote. I will need more information to include that.		0.00	0.00T		

*We look forward to serving you!*

I UNDERSTAND THAT ALL NEW SALES REQUIRE 75% DOWN, AND MUST BE PAID TO BE PUT ON THE SCHEDULE, WITH THE REMAINDER DUE UPON DELIVERY, IF PAYMENT IS NOT MADE IN FULL WITHIN 15 DAYS, I HEREBY AGREE TO PAY SIMPLE INTEREST AT THE RATE OF 1 1/2% PER MONTH (18% ANNUALLY) UNTIL THE BALANCE IS PAID IN FULL. I ALSO UNDERSTAND A CONVENIENCE FEE OF 3.5% WILL BE CHARGED IF I WISH TO PAY BY CREDIT CARD. ALL RETURNED CHECKS MAY BE ASSESSED A RETURNED PAYMENT FEE OF \$30.00. I ACKNOWLEDGE RECEIPT OF A COPY OF THIS AGREEMENT.

All orders changed, cancelled, or returned may be subject to a 20% restocking fee. Items installed and special ordered are non-returnable. Deano Dock & Lift, LLC makes no warranty with respect to goods covered. All parts carry the warranty of the respective manufacturers, which Deano Dock & Lift, LLC assume no obligation or responsibility. Deano Dock & Lift, LLC assume no liability for loss or damage of unsecured loads transported by the customer, or for damages due to mother nature. Additional charges may apply during installation and removal process.

**Subtotal** \$31,971.00

**Sales Tax (5.5%)** \$1,758.41

**Total** \$33,729.41



**All Estimates Are Good For 30 Days**

**Signature** \_\_\_\_\_

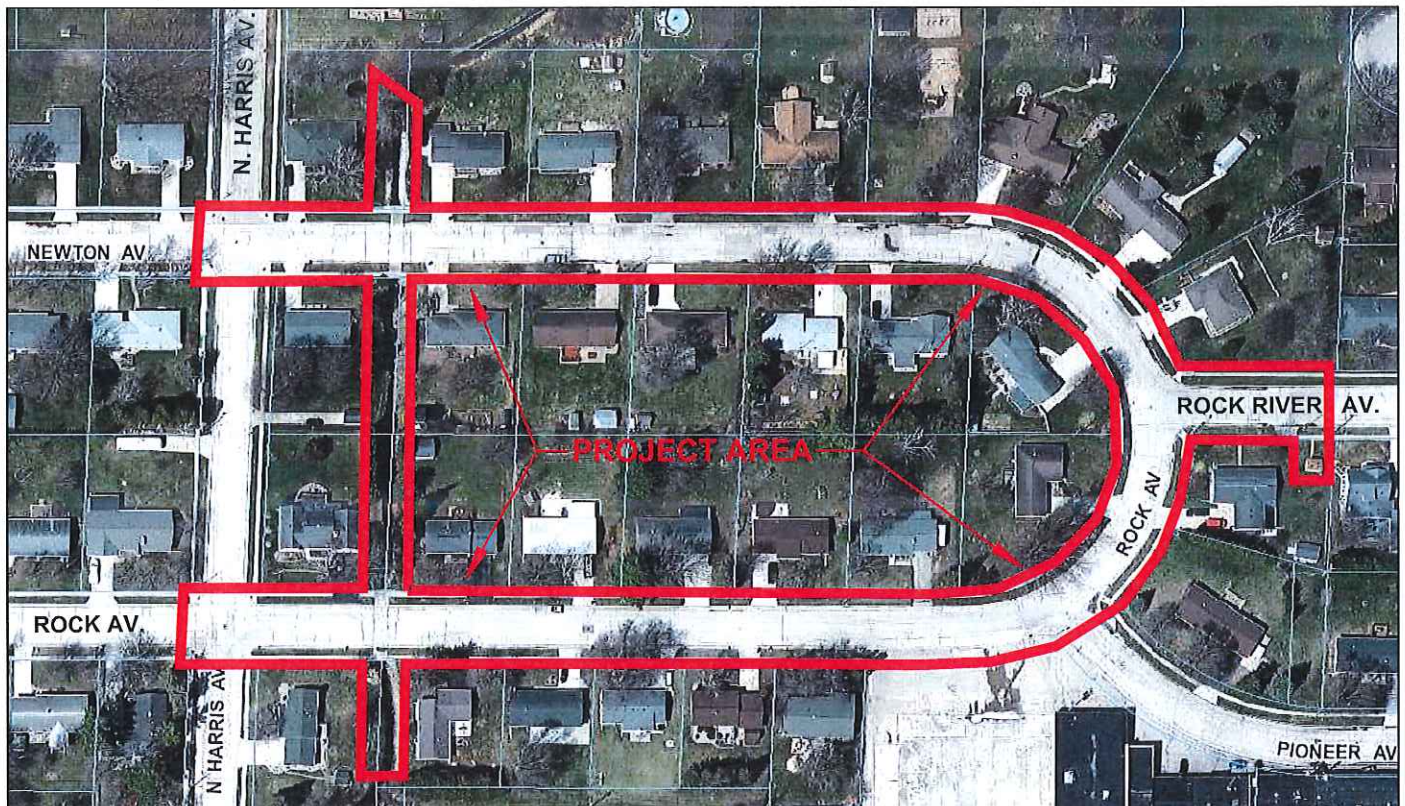


# PUBLIC INFORMATION MEETING NOTICE

## NEWTON AVENUE & ROCK AVENUE RECONSTRUCTION PROJECT CITY OF WAUPUN, FOND DU LAC COUNTY, WISCONSIN

The City of Waupun and MSA Professional Services (engineering consultant) will be conducting a public informational meeting for the Newton Avenue & Rock Avenue Reconstruction Project (from N. Harris Avenue to Rock River Avenue) at the date and time listed below. Note that this meeting will be an online virtual meeting using the Zoom Meetings website. You are invited to attend this public informational meeting to learn more about the project as well as to address any questions or concerns you may have. Construction for this project is anticipated to start during the spring of the 2021 calendar year and is anticipated to end during the fall of the 2021 calendar year.

Thank you for your interest and we hope you are able to attend the meeting!



**PROJECT LOCATION MAP**

### MEETING DETAILS

Date: Tuesday, January 5, 2021

Time: 5:00 p.m.

#### Zoom Meeting Link:

<https://us02web.zoom.us/j/84742026489?pwd=Q0lzdHU1Zkx2QzZMRlRYR0xLeEdBUT09>

Meeting ID: 847 4202 6489

Passcode: 971698

#### Attend Meeting By Phone:

Phone #: 1-312-626-6799

Meeting ID: 847 4202 6489

Passcode: 971698

### CONTACT INFORMATION:

City of Waupun:

Jeff Daane, Public Works Director

Phone: 920-324-7900

Email: [jeff@cityofwaupun.org](mailto:jeff@cityofwaupun.org)

Waupun Utilities:

Steve Brooks, General Manager

Phone: 920-324-7920

Email: [sbrooks@wppienergy.org](mailto:sbrooks@wppienergy.org)

MSA Professional Services:

Jason Laue, MSA Project Manager

Phone: 920-392-5136

Email: [jlaue@msa-ps.com](mailto:jlaue@msa-ps.com)





**Senior Center**

<b>SENIOR CENTER 2020 ATTENDANCE</b> Duplicate Count/*Individual Count	<b>Jan.</b>	<b>Feb.</b>	<b>Mar.</b>	<b>Apr.</b>	<b>May</b>	<b>Jun.</b>	<b>Jul.</b>	<b>Aug.</b>	<b>Sep.</b>	<b>Oct.</b>	<b>Nov.</b>	<b>Dec.</b>
Monthly Attendance	1,246	1,348	604 CLOSED on March 17	CLOSED	CLOSED	219	453	698 SEMI CLOSED on August 24	481	Closed on October 14	CLOSED	CLOSED
Average Daily Attendance	54	67	56	-	-	-	-	-	-	-	-	-
*Rentals	2	5	2	-	-	-	5	-	-	-	-	-
Mobile Meals	267	272	302	318	257	254	265	283	223	344	315	328
Table Meals	247	216	98	-	-	-	29 (curb)	47 (curb)	153 (curb)	53 (curb)	52 (curb)	85 (curb)
Transportation Rides	31	26	16	-	-	-	-	-	-	-	-	-
<b>SPECIAL EVENTS &amp; TRIP</b>												
*Party/Special/Social	54	61	-	-	-	177	29	14	22	15	-	-
*Movie Afternoon/Night	26	18	-	-	-	-	-	-	-	-	-	-
*Trips	-	-	-	-	-	-	-	-	-	-	-	-
<b>GAMES</b>												
Monday Euchre	82	87	41	-	-	-	-	34	-	-	-	-
Tuesday Hand & Foot Cards	51	51	20	-	-	-	-	29	-	-	-	-
Sheepshead	227	209	108	-	-	-	-	47	-	-	-	-
Bank or Bust Dice	42	48	24	-	-	-	-	-	-	-	-	-
Board Games/Marbles	15	17	9	-	-	-	-	-	-	-	-	-
*Euchre Tournament	38	43	34	-	-	-	-	-	-	-	-	-
*Sheepshead Tournament	-	22	-	-	-	-	-	-	-	-	-	-
*Book Club	16	15	-	-	-	-	-	12	6	-	-	-
Bingo	139	198	49	-	-	-	18	56	35	22	-	11 (Virtual)
Friday Sevens Cards	33	28	14	-	-	-	-	23	-	-	-	-
Open Billiards	136	127	35	-	-	-	9	6	-	-	-	-
Tuesday Billiards League	48	48	-	-	-	-	-	-	-	-	-	-
<b>FITNESS</b>												
Yoga Stretch	342	367	124	-	-	-	157	202	189	49	-	-
Tuesday Tone	52	63	17	-	-	-	-	31	45	19	-	-
Pickleball	61	48	25	-	-	20	20	25	36	-	-	-
Walking Wednesday	-	-	-	-	-	-	-	6	6	-	-	-
*Wednesday Workout	81	82	36	-	-	-	63	42	63	29	-	-
Friday Fitness	44	52	21	-	-	-	-	-	34	14	-	-
Senior Swim	-	-	-	-	-	-	81	86	-	-	-	-
<b>CLUBS &amp; CLASSES</b>												
*Craft Club	13	6	-	-	-	-	8	5	5	-	-	-
*Paint Pals	-	8	8	-	-	-	6	9	10	-	-	-
* Learning Opportunities	10	98	59	-	-	-	-	-	-	-	-	19 (Virtual)
*Computer/Tech Classes	12	16	5	-	-	8	23	12	-	-	-	-
Thursday Night Knit-Wits	25	20	6	-	-	20	20	20	-	-	-	-
<b>SERVICES</b>												
Foot Care Clinic	-	10	-	-	-	34	15	32	30	34	34	34
Eyeglass Adjustments	10	9	-	-	-	-	4	-	-	-	-	-
Blood Pressure Checks	-	4	-	-	-	-	-	-	-	-	-	-
Manicures	-	-	-	-	-	-	-	7	-	-	-	1

**December Waupun Senior Center Virtual Programs:**

- Learn to Zoom** appointments on Tuesday, December 8. These appointments will be scheduled with Rachel throughout the day.
- Healthy Holiday Eating** on Tuesday, December 8 at 11:00am. This is being presented by Jennifer Clausen Clinical Dietician; Agnesian HealthCare a member of SSM Health.
- Wild Birds of Prey** on Wednesday, December 9 at 1:00pm. Marsh Haven Nature Center will be presenting.
- SIA Insurance Bingo** on Friday, December 11 at 1:00pm.
- Waupun Historical Society** presentation on Tuesday, December 15 at 10:00am.
- Buddy Bingo** on Tuesday, December 15 at 1:30pm. Play virtual bingo with our buddies from Rock River Intermediate School.
- Virtual Storytelling** on Wednesday, December 16 at 10:00am.
- Book Club** on Friday, December 18 at 9:00am.
- Waupun Community Coalition on Aging Bingo** on Friday, December 18 at 1:00pm.

**Other December Activities:**

- Foot Care Clinic** on Friday, December 11 and Monday, December 14.
- Manicures** on Monday, December 14.
- Santa's Helpers** on Monday, December 14.
- Drug Repository** on Wednesday, December 16.
- Curbside Lunch**
- Mobile Meals**

**January Waupun Senior Center Virtual Programs:**

- **SIA Insurance Bingo** on Friday, January 8 at 1:00pm.
- **Book Club** on Fridays at 9:00am.
- **Learn to Zoom** appointments on Tuesday, January 12. These appointments will be scheduled with Rachel throughout the day.
- **Waupun Historical Society** presentation on Wednesday, January 13 at 10:30am.
- **Foot Care Presentation** on Friday, January 15 at 10:30am.
- **Healthy Recipes** on Monday, January 18 at 10:30am. This is being presented by Jennifer Clausen Clinical Dietician; Agnesian HealthCare a member of SSM Health.
- **Police Academy** on Tuesday, January 19 at 10:30am about scams/frauds and when to call the police. Also, on Tuesday, January 26 at 10:30am about driver safety, winter driving and impaired driving.
- **Buddy Bingo** on Tuesday, January 19 at 1:30pm. Play virtual bingo with our buddies from Rock River Intermediate School.
- **Eyeglasses 101** presentation with Rock River Eyewear on Wednesday, January 20 at 12:30pm.
- **Snowy Owls** presentation on Friday, January 22 at 10:30am.
- **Waupun Community Coalition on Aging Bingo** on Friday, January 22 at 1:00pm.
- **Virtual Storytelling** on Wednesday, January 27 at 1:45pm.
- **Wildlife at Marsh Haven** on Thursday, January 28 at 10:15am.
- **Mayor Interview** on Friday, January 29 at 10:15am.

**Other January Activities:**

- Foot Care Clinic** on Thursday, January 7 and Thursday, January 21.
- Manicures** on Thursday, January 21.
- Craft Club Take & Make Craft** on Monday, January 18.
- Pen Pals** on Monday, January 11 and Monday, January 25.
- Drug Repository** on Wednesday, January 20.
- Curbside Lunch**
- Mobile Meals**