



A G E N D A
CITY OF WAUPUN SPECIAL COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 21, 2020 at 5:30 PM

VIDEO CONFERENCE AND TELECONFERENCE

The Waupun Common Council will meet virtually at 5:30pm on April 21, 2020, via Zoom.

The public may access the conference meeting online or by phone.

Instructions to join the meeting are provided below:

1. Join Zoom Meeting

<https://zoom.us/j/98299819630?pwd=c2xidXBWUVhtNmZwVE8ySzNnY0dEUT09>

Meeting ID: 982 9981 9630

Password: 573022

2. By Phone:

+13126266799

Meeting ID: 98299819630#

Password: 573022#

CALL TO ORDER

CITY CLERK OFFERS OATH OF OFFICE TO NEWLY ELECTED OFFICIALS

ROLL CALL

CONSIDERATION - ACTION

1. Nomination and Election of Common Council President
2. Selection of Day of Month and Time of meetings of the Body of the Common Council
- [3.](#) Resolution Designating Public Depositories and Authorizing Withdraws of City Monies
- [4.](#) Designation of Official Newspaper
- [5.](#) Land acquisitions for Madison St. Libby St. – E. Lincoln St. Project ID 6998-05-04
- [6.](#) Charter Ordinance to Amend Ch. 1.25 entitled Board of Park and Recreation Commissioners

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS (Roll Call Motion)

7. Mayoral appointments to Boards, Committees, and Commissions

MAYORAL CORRESPONDENCE/PRESENTATIONS

- [8.](#) League of WI Municipalities Workshops for New Officials and Regional Meetings

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.

COMMON COUNCIL
CITY OF WAUPUN, WISCONSIN

RESOLUTION NO. 04-21-20-01

RESOLUTION DESIGNATING PUBLIC DEPOSITORIES
AND AUTHORIZING WITHDRAWAL OF CITY MONIES

RESOLVED, that the following being qualified public depositories under Chapter 34 of the Wisconsin Statutes shall be and are hereby designated as public depositories for all public moneys coming into the hands of the City Treasurer of the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin.

National Exchange Bank and Trust
Wells Fargo Bank
Marine Credit Union
Fox Valley Savings Bank
Horicon Bank
Huntington National Bank
BMO Harris Bank
TD Ameritrade Institutional (Custodian)
Local Government Investment Pool

That the withdrawal or disbursement from any one of the above named depositories shall be made in accordance with Section 66.0607 of the Wisconsin Statutes; with all order checks signed by the following persons: Michelle M. Kast, Finance Director and Angela J. Hull, City Clerk.

It is further resolved, that in lieu of their personal signatures, a facsimile signature may be affixed on such order checks.

In addition, the Common Council authorizes the investment of public moneys, within the terms established by law acting to the best of his ability to ensure the safety of these funds.

FURTHER RESOLVED, that a copy of this resolution shall be provided to the above named depositories and Treasurer, State of Wisconsin.

Dated this 21st day of April, 2020.

Julie J. Nickel, Mayor

ATTEST:

Angela J. Hull, Clerk

This is to certify that the foregoing resolution was adopted by the Common Council of the City of Waupun, Wisconsin at a meeting held on the 21st day of April, 2020.



April 17, 2020

Re: Official City Newspaper

To whom it may concern:

The Daily Citizen/Capital Newspapers would like to again be selected as the Official City Newspaper of Waupun. We will continue to cover events in Waupun and remain a strong part of the business community.

Please let us know if you have questions or need additional information.

Sincerely,

Aaron Holbrook

Regional Editor

Jason Cuevas

Assistant Regional Editor

Scott Zeinemann

Director of Local Retail Advertising



AGENDA SUMMARY SHEET

MEETING DATE: 4/21/20

TITLE: Land acquisitions for Madison St. Libby St. – E.
Lincoln St. Project ID 6998-05-04

AGENDA SECTION: CONSIDERATION/ACTION

PRESENTER: Jeff Daane, Public Works Director

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Follow and maintain Street plan		

ISSUE SUMMARY:

We had a project meeting with the DOT and the Highland Group on April 16th to discuss how land acquisition was going due to COVID19. The DOT has made a few changes the requirements to help move projects along through this time of social distancing. The High land group has been slowed down due to the stay safer at home order. The DOT would like them to still have land acquisitions complete by the PS&E date of August 1st.

Currently they have just over half of the TLE'S acquired. We do not know if we will run into any problems trying to finalize this project. So we are looking to approve us to move forward with appraisals if needed. The estimated length of time needed for this is 2 months and that puts us right up against that PS&E date.

I would report back to you if we need to use the appraisal process and the estimated cost related to it.

Again, if an appraisal is needed this will help us keep the project on track.

STAFF RECOMENDATION:

Allow the Director of Public Works to work with the Highland group's contractor for appraisals if needed and report back to council.

ATTACHMENTS:

None

MOTIONS FOR CONSIDERATION:

Motion to allow the Director of Public Works to work with the Highland Group's contractor for land appraisals if needed and report back to council.

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ORDINANCE # 20-04

A CHARTER ORDINANCE TO AMEND CHAPTER ONE OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "GENERAL GOVERNMENT."

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

SECTION 1: Section 1.25 of the Municipal Code of the City of Waupun entitled "Board of Park and Recreation Commissioners" is repealed and recreated to provide as follows:

(1) ADMINISTERED BY BOARD OF PUBLIC WORKS. The Board of Public Works shall exercise all duties, responsibility and authority assigned to the Board of Park and Recreation Commissioners under provisions of the Wisconsin Statutes and the Waupun Municipal Code.

(3) DUTIES. In administering the affairs of Park and Recreation Commissioners, the Board of Public Works shall have all of the duties, responsibility and authority identified in §27.08(2), Wis. Stats., as well as the following responsibilities and powers:

(a) The Board shall plan for and purchase the necessary materials to maintain a recreational program in the City parks and at such other places as the Board shall determine. The Board shall adopt such rules and regulations for the use of the City parks and for the regulation of the recreational program as it shall deem necessary.

(b) The Board shall supervise the activities of the Park and Recreational Director of the City, and shall report on his or her activities to the Common Council. The Board shall assist the Park and Recreational Director whenever possible.

(c) The Board shall have such additional responsibilities and powers as may, from time to time, be directed by the Common Council.

SECTION 2: All ordinances or portions of ordinances in conflict with this charter ordinance are repealed.

SECTION 3: This ordinance shall take effect 60 days after its passage and publication, unless within this time a referendum petition is filed as provided by section 66.01 of the Wisconsin Statutes, in which event this ordinance shall not take effect until submitted to a referendum and approved by a majority of the voting electors.

Enacted this ____ day of _____, 2020.

Julie J. Nickel
Mayor

ATTEST:

Angela Hull
City Clerk

1.25 - BOARD OF PARK AND RECREATION COMMISSIONERS . (Rn. #10-06)

- (1) MEMBERSHIP. The Board of Park and Recreation Commissioners shall have 7 members to be appointed by the Mayor, subject to confirmation by the Council. Terms of office shall commence on May 1 and members shall serve for 3-year terms, unless a different term is designated.
- (2) OFFICERS. The Board shall elect a chairman, vice-chairman and secretary from their number. A report shall be made to the Council each month.
- (3) DUTIES. The Board shall have all of the duties and authorities as set forth in §27.08(2), Wis. Stats., as well as the following responsibilities and powers:
 - (a) The Board shall plan for and purchase the necessary materials to maintain a recreational program in the City parks and at such other places as the Board shall determine. The Board shall adopt such rules and regulations for the use of the City parks and for the regulation of the recreational program as it shall deem necessary.
 - (b) The Board shall supervise the activities of the Park and Recreational Director of the City, and shall report on his activities to the Council. The Board shall assist the Park and Recreational Director whenever possible.
 - (c) The Board shall have such additional responsibilities and powers as may, from time to time, be directed by the Council.



2020 Local Government 101 Registration Form

Pewaukee—May 8

Madison—June 5

Eau Claire—May 15

Oconto Falls—June 26

Oshkosh—May 29

Waupaca—September 11

Thank you to our sponsors!

League Mutual Insurance

Stafford Rosenbaum LLP

Registration must be received at least 5 business days before the workshop date.

Local Government 101 Agenda

8:30 a.m.

Registration/coffee/light breakfast

9:00 a.m.

Welcome

Jerry Deschane, Executive Director or
Gail Sumi, Member Engagement
Director, League of Wisconsin
Municipalities

**Organization & Powers
of Cities and Villages**

Claire Silverman, Legal Counsel, or
Maria Davis, Assistant Legal
Counsel, League of Wisconsin
Municipalities

**Recognizing and Avoiding
Conflicts of Interest**

Claire Silverman, Legal Counsel, or
Maria Davis, Assistant Legal
Counsel, League of Wisconsin
Municipalities

10:45 a.m.
Break

11:00 a.m.

**Budgeting & Financial
Oversight**

Staff from Ehlers

12:15 p.m.

Lunch (included)

1:00 p.m.

**Procedures for Local
Government Meetings**

Daniel Foth, Local Government
Specialist

2:30 p.m.

Break

2:45 p.m.

**Managing Public Works
Activities**

Ben Jordan, Transportation
Information Center, Department of
Engineering Professional
Development, UW

4:00 p.m.

Adjourn

Choose a location/date:

- ☐ Pewaukee: Holiday Inn Pewaukee West, May 8
- ☐ Eau Claire: The Lismore Hotel, May 15
- ☐ Oshkosh: Best Western Premier Waterfront, May 29
- ☐ Madison: Hilton Garden Inn Madison West, June 5
- ☐ Oconto Falls: City Administration Building, June 26
- ☐ Waupaca: Par 4 Resort, September 11

Registrant's Name (please print)

Position

Contact Person (for questions regarding this registration)

Street Address

City

State

Zip Code

Municipality/Company

Phone

Email

☐ Please check this box if you need accommodations regarding a disability or dietary restriction. We will contact you to make the necessary arrangements.

Registration Fee: \$100 (member) or \$125 (non-member) per person

Registration deadline for each workshop is five business days prior to that event.

Sorry, we cannot accept registrations by phone.

☐ I am paying by CHECK (made payable to League of Wisconsin Municipalities)

☐ I am paying by Credit Card ☐ Visa ☐ MasterCard

Card Number

Expiration Date

Security Code

Signature

THE FINE PRINT:

Only staff members and officials from cities and villages that are currently members of the League of Wisconsin Municipalities may register as members. Registration fees, minus a \$10 processing fee, are refundable if cancellation notice is given five or more business days before the workshop date

HOTEL INFORMATION:

Local Government 101 is designed to be a one-day workshop. However, a small block of rooms has been reserved for over-night reservations. Please call the hotel directly and reference the League of Wisconsin Municipalities to receive the block rate. (See the PDF of complete hotel information at www.lwm-info.org on the Local Government 101 page.)

Online Registration: www.lwm-info.org

FAX: 608-267-0645

League of Wisconsin Municipalities
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Madison, WI 53703