



A G E N D A
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, January 12, 2021 at 6:00 PM

VIDEO CONFERENCE AND TELECONFERENCE

The Waupun Common Council will meet virtually at **6:00pm 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:

1. Join Zoom Meeting

<https://us02web.zoom.us/j/83519947012?pwd=SmlrWEZleFFlNHZJSHo4Wm1XSkw3Zz09>

Meeting ID: 835 1994 7012

Passcode: 278926

2. Dial by phone: 1-312-626-6799

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)*

No Public Participation after this point.

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.

1. Future Meetings & Gatherings, License and Permit Applications, Expenses

BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES

2. Economic Development Committee 10-27-20
3. Board of Public Works 11-10-20
4. Business Improvement District 11-11-20
5. Plan Commission 11-18-20
6. Common Council 12-15-20
7. Library Board 12-21-20
8. Special Common Council 12-28-20

DEPARTMENT REPORTS

9. Library
10. Building Inspector
11. Utilities
12. Public Works
13. Recreation
14. Police Department
15. Administrator/Economic Development Director

RESOLUTIONS AND ORDINANCES:

- [16.](#) Ordinance to amend Ch.6.05(5) entitled Traffic Code-Winter Parking
- [17.](#) Ordinance to amend Ch.6.03(2) entitled Traffic Code-Other Intersection Controls

CONSIDERATION - ACTION

- [18.](#) Updates to Future Land Use Map

DISCUSSION / CORRESPONDENCE

- [19.](#) Performance Issues with Current Waste and Recycling Contract

ADJOURN TO CLOSED SESSION

The Waupun Common Council will adjourn in closed session under Section 19.85 (1)(c) (e) of the WI Statutes for:

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- 20. City Administration Organizational Structure Review
- 21. Finance Director Compensation Consideration

RECONVENE TO OPEN SESSION

The Waupun Common Council will reconvene in open session under Section 19.85(2) of the WI Statutes.

ACTION FROM CLOSED SESSION

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: 01-12-21

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

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

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

ISSUE SUMMARY:

The Consent Agenda consist of future meetings and gatherings of the Common Council and consideration of licenses and permits and payment of expenses.

Future Meetings/Gatherings *(Due to certain circumstances- may be held in person at the City Hall or Virtually/Telephonically)*

Tuesday, January 26, 2021	Committee of the Whole	5:30pm
Tuesday, February 9, 2021	Common Council	6:00pm
Tuesday, February 23, 2021	Committee of the Whole	5:30pm

License and Permit Applications

OPERATOR LICENSE:

Raven Mason

STAFF RECOMENDATION:

Approve the Consent Agenda

ATTACHMENTS:

Expense Report(s)

RECOMENDED MOTION:

Motion to approve the Consent Agenda. (Roll Call)

Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
12/28/2020	13	FAITH TECH, INC.	1,760.17
12/31/2020	101233	VANDE ZANDE TRUST ACCOUNT	613.00 M
12/31/2020	101234	WELLS FARGO PAYMENT REMITT.	298.81 M
12/31/2020	101260	BEAVER DAM MUNICIPAL COURT	142.90 M
12/31/2020	101316	CHARTER COMMUNICATIONS	180.47 M
12/30/2020	101317	BALLWEG IMPLEMENT	475.59
12/30/2020	101318	AIR ONE EQUIPMENT INC	158.35
12/30/2020	101319	BROOKS SHOE & REPAIR	150.00
12/30/2020	101320	BROWN CAB SERVICE INC	15,558.07
12/30/2020	101321	CHARTER COMMUNICATIONS	124.98
12/30/2020	101322	CONWAY SHIELD	2,138.70
12/30/2020	101323	CUSTOM TROPHIES	472.86
12/30/2020	101324	FOND DU LAC COUNTY TREASURER	65.00
12/30/2020	101325	GAPPA SECURITY SOLUTIONS LLC	6,188.05
12/30/2020	101326	GOODYEAR COMMERCIAL TIRE & SE	589.00
12/30/2020	101327	GUNDERSON, INC.	247.80
12/30/2020	101328	INTOXIMETERS, INC.	140.00
12/30/2020	101329	J & S CARWASH LLC	140.00
12/30/2020	101330	J.F. AHERN CO.	236.00
12/30/2020	101331	JOHN FABICK TRACTOR CO	55.68
12/30/2020	101332	LANGE ENTERPRISES	1,259.33
12/30/2020	101333	LUECK, FRED	40.00
12/30/2020	101334	MACQUEEN EQUIPMENT	4,143.24
12/30/2020	101335	MADISON REGION ECONOMIC PARTN	16,000.00
12/30/2020	101336	MARTIN, DONALD	102.11
12/30/2020	101337	MONROE TRUCK EQUIPMENT, INC	213.75
12/30/2020	101338	OTIS ELEVATOR COMPANY	813.50
12/30/2020	101339	ROSE HILL PROPERTIES LLC	90.53
12/30/2020	101340	SHERWIN INDUSTRIES	340.00
12/30/2020	101341	STAPLES CREDIT PLAN	192.76
12/30/2020	101342	STICKS AND STONES	405.00
12/30/2020	101343	US CELLULAR	855.14
12/30/2020	101344	VON BRIESEN & ROPER, S.C.	3,188.48
12/30/2020	101345	WERNER ELECTRIC SUPPLY	80.84
12/30/2020	101346	WESTPHAL	458.00
12/30/2020	101347	WI LAW ENFORCEMENT ACCREDITAT	100.00
12/30/2020	101348	W.W. ELECTRIC MOTORS, INC.	226.88
12/30/2020	101349	ZARNOTH BRUSH WORKS, INC.	1,016.80
01/07/2021	101350	AGNESIAN WORK & WELLNESS-	210.00
01/07/2021	101351	ALLIANT ENERGY/WP&L	5,140.17
01/07/2021	101352	AT&T MOBILITY	1,417.99
01/07/2021	101353	BROOKS SHOE & REPAIR	150.00
01/07/2021	101354	COBAN TECHNOLOGIES INC	153.00
01/07/2021	101355	MARTENS ACE HARDWARE	489.47
01/07/2021	101356	FOND DU LAC COUNTY	9,981.62
01/07/2021	101357	FOND DU LAC COUNTY TREASURER	227.50
01/07/2021	101358	GENERAL COMMUNICATIONS	2,087.00
01/07/2021	101359	GRAND VALLEY INSPECTION SERVIC	7,930.31
01/07/2021	101360	GUNDERSON, INC.	112.61
01/07/2021	101361	J.P. COOKE CO.	54.00

Check Issue Date	Check Number	Payee	Amount
01/07/2021	101362	LIFESTAR EMERGENCY MEDICAL	5,500.00
01/07/2021	101363	MILLIMAN	9,500.00
01/07/2021	101364	MONROE TRUCK EQUIPMENT, INC	186.31
01/07/2021	101365	NAPA AUTO PARTS-WAUPUN	750.30
01/07/2021	101366	NATIONAL ELEVATOR INSPECTION	240.00
01/07/2021	101367	OSHKOSH OFFICE SYSTEMS	164.88
01/07/2021	101368	PURCHASE POWER	1,712.00
01/07/2021	101369	SCHLIEVE, KATHY	3,292.07
01/07/2021	101370	STICKS AND STONES	80.00
01/07/2021	101371	SURE FIRE, INC.	803.75
01/07/2021	101372	TRACTOR SUPPLY CREDIT PLAN	21.48
01/07/2021	101373	UNIFORM SHOPPE	359.73
01/07/2021	101374	WAUPUN UTILITIES	3,359.74
01/07/2021	101375	WELLS FARGO PAYMENT REMITT.	1,170.02
01/07/2021	101376	WI DEPT OF JUSTICE	77.00
01/07/2021	101377	WI DEPART OF TRANSPORTATION	5.88
01/08/2021	101378	ASSOCIATED APPRAISAL CONSULTA	2,467.62
01/08/2021	101379	BOND TRUST SERVICES CORPORATI	400.00
01/08/2021	101380	BUSINESS IMPROVEMENT DISTRICT	17,369.25
01/08/2021	101381	CARTEGRAPH SYSTEMS INC	9,320.00
01/08/2021	101382	CHECKI, ANTHONY	857.27
01/08/2021	101383	CITIES & VILLAGES MUTUAL INS.	96,366.00
01/08/2021	101384	DCELEA	55.00
01/08/2021	101385	EMERGENCY SERVICES MARKETING	660.00
01/08/2021	101386	FOND DU LAC COUNTY TREASURER	531,364.59
01/08/2021	101387	GUNDERSON, INC.	128.00
01/08/2021	101388	IMAGETREND INC	795.68
01/08/2021	101389	IAAI	100.00
01/08/2021	101390	INTERNET CORPORATION LISTING	65.00
01/08/2021	101391	LAKE AREA PUBLIC WORKS ASSOC	75.00
01/08/2021	101392	LEAGUE OF WI MUNICIPALITIES	2,277.15
01/08/2021	101393	LEGACY CONCRETE COATINGS	1,182.00
01/08/2021	101394	LOOMANS, STEVE	75.00
01/08/2021	101395	MARTIN, DONALD	200.00
01/08/2021	101396	MID-STATES ORGANIZED CRIME INF	150.00
01/08/2021	101397	MORaine PARK TECHNICAL COLLEG	108,107.73
01/08/2021	101398	MUNICIPAL CODE CORPORATION	350.00
01/08/2021	101399	NAVIS, MIKE	109.72
01/08/2021	101400	NICKEL, JULIE	40.00
01/08/2021	101401	PLUIM, JERRY	90.00
01/08/2021	101402	ROCK RIVER COALITION	125.00
01/08/2021	101403	SCHAUER, ALEX	90.00
01/08/2021	101404	SCHOOL DISTRICT OF WAUPUN	1,528,386.01
01/08/2021	101405	SHRM - DODGE COUNTY	225.00
01/08/2021	101406	SIA INSURANCE SERVICES	1,692.32
01/08/2021	101407	STOBB, CHARLES	90.00
01/08/2021	101408	TITAN PUBLIC SAFETY SOLUTIONS LL	788.00
01/08/2021	101409	TRU CLEANERS LLC	4,882.81
01/08/2021	101410	UMR	1,500.00
01/08/2021	101411	WAUPUN AREA ANIMAL SHELTER, INC	1,000.00
01/08/2021	101412	WAUPUN CHAMBER OF COMMERCE	80.00
01/08/2021	101413	WAUPUN UTILITIES	67,947.63
01/08/2021	101414	WI CHIEFS OF POLICE ASSN	130.00

Check Issue Date	Check Number	Payee	Amount
01/08/2021	101415	WI SOCIETY OF EMERGENCY SERVIC	30.00
01/08/2021	101416	WI STATE FIRE CHIEF'S ASSOC.	570.00
01/08/2021	101417	WMCA	65.00
01/08/2021	101418	YMCA OF DODGE COUNTY	1,500.00
01/08/2021	101419	TRANSCENDENT TECHNOLOGIES	731.00
Grand Totals:			<u>2,496,876.40</u>

Report Criteria:

Report type: Summary

Report Criteria:

[Report].Invoice Date = 12/28/2020-01/08/2021

Invoice	Description	Invoice Date	Total Cost	GL Account
955 AGNESIAN WORK & WELLNESS-				
32580	Employee Physical - Kearns - Dec 2020	01/07/2021	210.00	100-40-5215-3-37
Total 955 AGNESIAN WORK & WELLNESS:-			210.00	
1174 ALLIANT ENERGY/WP&L				
5374620000-DEC20	Aquatic Center - Dec 2020	01/07/2021	110.15	100-20-5523-3-32
5946940000-DEC20	Police Dept - monthly fuel charges - Dec 2020	01/07/2021	537.04	100-40-5211-3-32
5946940000-DEC20	Fire Dept - monthly fuel charges - Dec 2020	01/07/2021	302.08	100-50-5231-3-32
2831330000-DEC20	community center monthly fuel - hockey portion - Dec 202	01/07/2021	531.30	100-70-5410-3-32
2831330000-DEC20	community center monthly fuel - school portion - Dec 202	01/07/2021	664.12	100-70-5410-3-32
2831330000-DEC20	community center monthly fuel-City portion - Dec 2020	01/07/2021	132.82	100-70-5410-3-32
1780510000-DEC20	CITY HALL monthly fuel charges - Dec 2020	01/07/2021	1,386.17	100-70-5410-3-32
3264610000-DEC20	Garage monthly fuel - Dec 2020	01/07/2021	1,476.49	100-70-5412-3-32
Total 1174 ALLIANT ENERGY/WP&L:			5,140.17	
1787 ASSOCIATED APPRAISAL CONSULTAN				
152234	Monthly services - Jan 2021	01/08/2021	2,467.62	100-30-5152-3-38
Total 1787 ASSOCIATED APPRAISAL CONSULTAN:			2,467.62	
1906 AT&T MOBILITY				
DEC2020	FirstNet Mobile Aircards - Dec 2020	01/07/2021	18.06	100-40-5211-3-38
55-834000004575824	Ingram Micro Inc IBR9001200MB Electronic - Squads - D	01/07/2021	1,399.93	100-40-5212-3-38
Total 1906 AT&T MOBILITY:			1,417.99	
4015 BALLWEG IMPLEMENT				
P04017	replaced leaking hoses	12/30/2020	475.59	100-70-5411-3-36
Total 4015 BALLWEG IMPLEMENT:			475.59	
5070 AIR ONE EQUIPMENT INC				
163942	voice amplifiers for SCBA masks	12/30/2020	158.35	100-50-5232-3-38
Total 5070 AIR ONE EQUIPMENT INC:			158.35	
5760 BOND TRUST SERVICES CORPORATION				
62079	Paying Agent Fee 2020 GO Refunding Bonds TID 5	01/08/2021	400.00	300-10-5943-6-00
Total 5760 BOND TRUST SERVICES CORPORATION:			400.00	
6162 BROOKS SHOE & REPAIR				
35746	boot allowance - Sullivan	12/30/2020	150.00	100-70-5412-3-38
35960	boot allowance - Schaver - Dec 2020	01/07/2021	150.00	100-70-5412-3-38
Total 6162 BROOKS SHOE & REPAIR:			300.00	
6252 BROWN CAB SERVICE INC				
1288	Nov monthly taxi service 2020	12/30/2020	15,558.07	501-10-5154-3-38
Total 6252 BROWN CAB SERVICE INC:			15,558.07	

Invoice	Description	Invoice Date	Total Cost	GL Account
6765 BUSINESS IMPROVEMENT DISTRICT				
1-8-21	2020 BID Assessment	01/08/2021	17,369.25	202-12100
Total 6765 BUSINESS IMPROVEMENT DISTRICT:			17,369.25	
7078 CARTEGRAPH SYSTEMS INC				
BD0001550	2021 Cartegraph Subscription	01/08/2021	9,320.00	100-70-5420-3-38
Total 7078 CARTEGRAPH SYSTEMS INC:			9,320.00	
10048 CHARTER COMMUNICATIONS				
13430-DEC20	city hall - internet	12/30/2020	124.98	100-10-5197-3-31
DEC20	library - internet, voice	12/31/2020	180.47	210-60-5511-3-31
Total 10048 CHARTER COMMUNICATIONS:			305.45	
10059 CHECKI, ANTHONY				
1-8-21	Refund over payment of Real Estate Tax Bill	01/08/2021	857.27	202-12100
Total 10059 CHECKI, ANTHONY:			857.27	
10226 CITIES & VILLAGES MUTUAL INS.				
APD-21-3049	2021 Auto Physical Damage Insurance Prem	01/08/2021	23,907.00	100-10-5194-3-38
CL-21-2049	2021 Liability Coverage Prem	01/08/2021	37,720.00	100-10-5194-3-38
CX-21-4147	2021 Excess Public Entity Liability Insurance Prem	01/08/2021	2,253.00	100-10-5194-3-38
EPL-21-4245	2021 Employment Practice Liability Insurance Prem	01/08/2021	6,529.00	100-10-5194-3-38
CRM-21-4545	2021 Crime Coverage Insurance Prem	01/08/2021	356.00	100-10-5195-3-38
WC-21-1042	2021 Worker's Com Prem 1st QTR - City Portion	01/08/2021	18,588.00	100-10-5196-3-38
WC-21-1042	2021 Worker's Com Prem 1st QTR - Utilities Portion	01/08/2021	7,013.00	100-13850
Total 10226 CITIES & VILLAGES MUTUAL INS.:			96,366.00	
10354 COBAN TECHNOLOGIES INC				
36008	labor charges - service on blue screen - Dec 2020	01/07/2021	153.00	100-40-5212-3-38
Total 10354 COBAN TECHNOLOGIES INC:			153.00	
10476 CONWAY SHIELD				
0379340	turnout gear	12/30/2020	2,138.70	410-50-5231-4-00
Total 10476 CONWAY SHIELD:			2,138.70	
10800 CUSTOM TROPHIES				
200-122120	recognition plaques - FD	12/30/2020	472.86	100-50-5231-3-38
Total 10800 CUSTOM TROPHIES:			472.86	
11043 DCELEA				
1-8-21	Dodge County Law Enforcement Mem 2021	01/08/2021	55.00	100-40-5211-3-34
Total 11043 DCELEA:			55.00	
12532 EMERGENCY SERVICES MARKETING				
20-21368	IAR renewal 2021	01/08/2021	660.00	100-50-5232-3-38
Total 12532 EMERGENCY SERVICES MARKETING :			660.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
12676 FAITH TECH, INC.				
DEC2020	energy efficiency ACH prnt 15 of 60	12/28/2020	1,760.17	300-10-5935-6-00
Total 12676 FAITH TECH, INC.:			1,760.17	
12700 MARTENS ACE HARDWARE				
DEC2020	fasteners/spray primer - Dec 2020	01/07/2021	11.37	100-20-5525-3-36
DEC2020	UPS Charge/cleaning syst/oil lubricant/cotton swabs - Dec 2020	01/07/2021	76.76	100-40-5211-3-38
DEC2020	batteries/fasteners - Dec 2020	01/07/2021	33.28	100-50-5232-3-38
DEC2020	batteries - Dec 2020	01/07/2021	13.99	100-70-5410-3-36
DEC2020	repair air leak - vacuum tubing - Dec 2020	01/07/2021	.68	100-70-5410-3-36
DEC2020	corner brace - Dec 2020	01/07/2021	4.59	100-70-5410-3-36
DEC2020	cleaner/air freshener - Dec 2020	01/07/2021	25.32	100-70-5411-3-36
DEC2020	wire rope clip/cable - Dec 2020	01/07/2021	91.80	100-70-5411-3-36
DEC2020	vehicle washing supplies - Dec 2020	01/07/2021	56.74	100-70-5411-3-36
DEC2020	fasteners - Dec 2020	01/07/2021	7.98	100-70-5411-3-36
DEC2020	thermostat - shop - Dec 2020	01/07/2021	26.99	100-70-5412-3-36
DEC2020	wire in LED lights - Dec 2020	01/07/2021	119.98	100-70-5412-3-36
DEC2020	wire connects - Dec 2020	01/07/2021	19.99	100-70-5412-3-36
Total 12700 MARTENS ACE HARDWARE:			489.47	
13495 FOND DU LAC COUNTY				
20610844	salt brine mix - 2020	01/07/2021	2,428.62	100-70-5435-3-36
20610844	salt - Dec 2020	01/07/2021	7,553.00	100-70-5435-3-36
Total 13495 FOND DU LAC COUNTY:			9,981.62	
13700 FOND DU LAC COUNTY TREASURER				
24359	Publications for Nov 2020 election	12/30/2020	65.00	100-10-5142-3-35
IS-W200004	GPS set up in squad/tech hrs - Dec 2020	01/07/2021	227.50	100-40-5211-3-38
1-8-21	January Tax Settlement - 2020	01/08/2021	531,364.59	202-24310
Total 13700 FOND DU LAC COUNTY TREASURER:			531,657.09	
14275 GAPPA SECURITY SOLUTIONS LLC				
22295	Avigilon software - Danielle's computer - PD	12/30/2020	225.00	100-40-5211-3-38
22453	Door to copy room	12/30/2020	875.00	100-70-5410-3-36
19328	credit	12/30/2020	875.00	100-70-5410-3-36
22296	keyless access software installed on Trista's computer	12/30/2020	150.00	410-70-5410-4-00
22451	video intercom - city hall vestibule	12/30/2020	3,438.05	410-70-5410-4-00
19328	credit	12/30/2020	625.00	410-70-5410-4-00
Total 14275 GAPPA SECURITY SOLUTIONS LLC:			6,188.05	
14553 GENERAL COMMUNICATIONS				
227787	GPS Antennas for squads - Dec 2020	01/07/2021	2,087.00	100-40-5212-3-38
Total 14553 GENERAL COMMUNICATIONS:			2,087.00	
14641 GOODYEAR COMMERCIAL TIRE & SER				
132-1184103	tires - Police dept	12/30/2020	589.00	100-40-5212-3-36
Total 14641 GOODYEAR COMMERCIAL TIRE & SER:			589.00	
14698 GRAND VALLEY INSPECTION SERVICES				
2021-13	Building Insp/Zoning Admin for Dec 2020	01/07/2021	7,930.31	230-30-5241-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 14698 GRAND VALLEY INSPECTION SERVICES:			7,930.31	
15075 GUNDERSON, INC.				
939754	Senior center rugs - Dec 2020	12/30/2020	54.35	100-70-5410-3-38
939751	CITY HALL rugs - Dec 2020	12/30/2020	65.45	100-70-5410-3-38
942189	Library Rugs - Dec 2020	12/30/2020	63.63	100-70-5410-3-38
944113	CITY HALL rugs - Dec 2020	01/07/2021	65.45	100-70-5410-3-38
946959	Library Rugs - Jan 2021	01/08/2021	63.63	100-70-5410-3-38
942245	Uniform/charges - Dec 2020	12/30/2020	19.13	100-70-5411-3-38
942244	Garage supplies - Dec 2020	12/30/2020	45.24	100-70-5411-3-38
944192	Garage supplies - Dec 2020	01/07/2021	28.03	100-70-5411-3-38
944193	Uniform/charges - Dec 2020	01/07/2021	19.13	100-70-5411-3-38
947016	Garage supplies - Jan 2021	01/08/2021	45.24	100-70-5411-3-38
947017	Uniform/charges - Jan 2021	01/08/2021	19.13	100-70-5411-3-38
Total 15075 GUNDERSON, INC.:			488.41	
16096 IMAGETREND INC				
126164	Annual fee 2021	01/08/2021	795.68	100-50-5232-3-38
Total 16096 IMAGETREND INC:			795.68	
16398 IAAI				
38818	IAAI membership 2021	01/08/2021	100.00	100-50-5233-3-34
Total 16398 IAAI:			100.00	
16523 INTERNET CORPORATION LISTING				
1/1/21-1/1/22	Domain CityofWaupun.com Jan 21 - Jan 22	01/08/2021	65.00	100-10-5197-3-38
Total 16523 INTERNET CORPORATION LISTING:			65.00	
16560 INTOXIMETERS, INC.				
SO-0187084	drygas regulator	12/30/2020	140.00	100-40-5211-3-38
Total 16560 INTOXIMETERS, INC.:			140.00	
16603 J & S CARWASH LLC				
12-30-20	Car Washes - PD	12/30/2020	140.00	100-40-5212-3-38
Total 16603 J & S CARWASH LLC:			140.00	
16662 J.F. AHERN CO.				
414538	Sprinkler inspections - Library	12/30/2020	236.00	100-70-5410-3-36
Total 16662 J.F. AHERN CO.:			236.00	
16663 JOHN FABICK TRACTOR CO				
PIMK0080881	strap	12/30/2020	55.68	100-70-5411-3-36
Total 16663 JOHN FABICK TRACTOR CO:			55.68	
16800 J.P. COOKE CO.				
655188	2021 cat licenses - Dec 2020	01/07/2021	54.00	100-10-5141-3-38
Total 16800 J.P. COOKE CO.:			54.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
17225 LAKE AREA PUBLIC WORKS ASSOC				
2021/YR 2021 Annual Membership Fees		01/08/2021	75.00	100-70-5420-3-34
Total 17225 LAKE AREA PUBLIC WORKS ASSOC:			75.00	
17280 LANGE ENTERPRISES				
74899 posts/brackets/signs		12/30/2020	1,259.33	100-70-5441-3-36
Total 17280 LANGE ENTERPRISES:			1,259.33	
17400 LEAGUE OF WI MUNICIPALITIES				
10542 2021 Standard dues		01/08/2021	2,277.15	100-10-5110-3-34
Total 17400 LEAGUE OF WI MUNICIPALITIES:			2,277.15	
17412 LEGACY CONCRETE COATINGS				
1-8-21 paint removal/showers - community center		01/08/2021	1,182.00	100-70-5410-3-36
Total 17412 LEGACY CONCRETE COATINGS:			1,182.00	
17759 LIFESTAR EMERGENCY MEDICAL				
21-0003 ACLS Service Dec 2020		01/07/2021	5,500.00	100-10-5255-3-38
Total 17759 LIFESTAR EMERGENCY MEDICAL:			5,500.00	
17865 LOOMANS, STEVE				
1-8-21 hay bales - Juniper sledding hill		01/08/2021	75.00	100-70-5435-3-36
Total 17865 LOOMANS, STEVE:			75.00	
17900 LUECK, FRED				
12-30-20 Plan Commission Minutes - Dec 2020 - 12-16-20		12/30/2020	20.00	100-80-5632-1-10
12-30-20/2 Plan Commission Minutes - Dec 2020 - 12-21-20		12/30/2020	20.00	100-80-5632-1-10
Total 17900 LUECK, FRED:			40.00	
18035 MACQUEEN EQUIPMENT				
P17636 repair worn impeller area		12/30/2020	4,143.24	700-10-5192-3-36
Total 18035 MACQUEEN EQUIPMENT:			4,143.24	
18110 MADISON REGION ECONOMIC PARTNERSHIP				
432 Rural Contracts		12/30/2020	10,000.00	100-80-5670-3-38
432 Rural Contracts		12/30/2020	6,000.00	404-10-5711-3-38
Total 18110 MADISON REGION ECONOMIC PARTNERSHIP:			16,000.00	
18594 MARTIN, DONALD				
1-8-21 Return Payment due to over payment		01/08/2021	200.00	202-12100
12-30-20 2020 Tax Refund		12/30/2020	102.11	202-26120
Total 18594 MARTIN, DONALD:			302.11	
19072 MID-STATES ORGANIZED CRIME INF				
93031-2657 2021 Annual Membership Fees		01/08/2021	150.00	100-40-5211-3-34
Total 19072 MID-STATES ORGANIZED CRIME INF:			150.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
19163 MILLIMAN				
26WPN90-5321	City Share of GASB 75 Valuation Report - Dec 2020	01/07/2021	4,750.00	100-10-5157-3-38
26WPN90-5321	Utilities Share of GASB 75 Valuation Report - Dec 2020	01/07/2021	4,750.00	100-13850
Total 19163 MILLIMAN:			9,500.00	
19390 MONROE TRUCK EQUIPMENT, INC				
830769	replace auger sensor	12/30/2020	213.75	100-70-5411-3-36
830972	spray bar for salter - Dec 2020	01/07/2021	186.31	100-70-5411-3-36
Total 19390 MONROE TRUCK EQUIPMENT, INC:			400.06	
19450 MORAIN PARK TECHNICAL COLLEGE				
1-8-21	January Settlement - 2020	01/08/2021	108,107.73	202-24620
Total 19450 MORAIN PARK TECHNICAL COLLEGE:			108,107.73	
19695 MUNICIPAL CODE CORPORATION				
00352129	Admin Support Fee 12/1/2020-11/30/2021	01/08/2021	350.00	100-10-5163-3-38
Total 19695 MUNICIPAL CODE CORPORATION:			350.00	
19802 NAPA AUTO PARTS-WAUPUN				
296897	regulator assembly - Dec 2020	01/07/2021	82.29	100-40-5211-3-38
296772	hydraulic hose - Dec 2020	01/07/2021	.69	100-70-5410-3-36
295705	glass cleaner - Dec 2020	01/07/2021	32.28	100-70-5411-3-36
296013	rear brake pads - Dec 2020	01/07/2021	45.29	100-70-5411-3-36
296498	o-rings - Dec 2020	01/07/2021	102.35	100-70-5411-3-36
296618	o-rings - Dec 2020	01/07/2021	11.80	100-70-5411-3-36
296649	tape - Dec 2020	01/07/2021	140.99	100-70-5411-3-36
296655	peak - Dec 2020	01/07/2021	27.36	100-70-5411-3-36
296746	tire air check - Dec 2020	01/07/2021	32.98	100-70-5411-3-36
296972	battery - Dec 2020	01/07/2021	250.58	100-70-5411-3-36
297372	external pipe - Dec 2020	01/07/2021	13.29	100-70-5411-3-36
297625	hose clamp - Dec 2020	01/07/2021	10.40	100-70-5411-3-36
Total 19802 NAPA AUTO PARTS-WAUPUN:			750.30	
20070 NATIONAL ELEVATOR INSPECTION				
0412369	safety building-Routine Inspection - Dec 2020	01/07/2021	80.00	100-70-5410-3-36
0412368	library elevator routine inspection - Dec 2020	01/07/2021	80.00	100-70-5410-3-36
0412367	City Hall-Routine inspection - Dec 2020	01/07/2021	80.00	100-70-5410-3-36
Total 20070 NATIONAL ELEVATOR INSPECTION:			240.00	
20252 NAVIS, MIKE				
1-8-21	clothing allowance	01/08/2021	109.72	100-12634
Total 20252 NAVIS, MIKE:			109.72	
20480 NICKEL, JULIE				
1-8-21	Reimbursement for cell phone use - Jan 2021	01/08/2021	40.00	100-10-5131-3-31
Total 20480 NICKEL, JULIE:			40.00	
20900 OSHKOSH OFFICE SYSTEMS				
AR58416	City Hall Color Copier 6333 - contract - Dec 2020	01/07/2021	163.06	100-10-5141-3-36
AR58628	copy machine MPC 3500 - fire dept - contract - Dec 2020	01/07/2021	1.82	100-50-5231-3-30

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 20900 OSHKOSH OFFICE SYSTEMS:			164.88	
20912 OTIS ELEVATOR COMPANY				
CM23063001	Service at library	12/30/2020	813.50	100-70-5410-3-36
Total 20912 OTIS ELEVATOR COMPANY:			813.50	
21895 PLUIM, JERRY				
1-8-21	reimburse cell phone use during salt season	01/08/2021	90.00	100-70-5420-3-31
Total 21895 PLUIM, JERRY:			90.00	
22324 PURCHASE POWER				
1-8-21	Supplies - Dec 2020	01/07/2021	12.00	100-10-5141-3-36
1-8-21	Postage fees - Dec 2020	01/07/2021	1,700.00	100-16210
Total 22324 PURCHASE POWER:			1,712.00	
23038 ROCK RIVER COALITION				
2021	2021 membership fee	01/08/2021	125.00	100-70-5420-3-34
Total 23038 ROCK RIVER COALITION:			125.00	
23085 ROSE HILL PROPERTIES LLC				
12-30-20	2020 Tax Refund	12/30/2020	90.53	202-26120
Total 23085 ROSE HILL PROPERTIES LLC:			90.53	
23235 SCHAUER, ALEX				
1-8-21	reimbursement for phone use during salt season	01/08/2021	90.00	100-70-5420-3-31
Total 23235 SCHAUER, ALEX:			90.00	
23250 SCHLIEVE, KATHY				
1-7-21	Administration - Tuition - Dec 2020	01/07/2021	3,274.82	100-10-5191-3-38
1-7-21	economic development - travel - Dec 2020	01/07/2021	17.25	100-80-5670-3-37
Total 23250 SCHLIEVE, KATHY:			3,292.07	
23300 SCHOOL DISTRICT OF WAUPUN				
1-8-21	January settlement - 2020	01/08/2021	1,528,386.01	202-24610
Total 23300 SCHOOL DISTRICT OF WAUPUN:			1,528,386.01	
23599 SHERWIN INDUSTRIES				
SS087239	concrete cold patch	12/30/2020	340.00	100-70-5431-3-36
Total 23599 SHERWIN INDUSTRIES:			340.00	
23611 SHRM - DODGE COUNTY				
1-8-21	2021 Membership Fees	01/08/2021	225.00	100-10-5141-3-34
Total 23611 SHRM - DODGE COUNTY:			225.00	
24108 STAPLES CREDIT PLAN				
12-30-20	desk calendar - mayor	12/30/2020	5.99	100-10-5131-3-30
12-30-20	office supplies	12/30/2020	15.65	100-10-5131-3-30

Invoice	Description	Invoice Date	Total Cost	GL Account
12-30-20	office supplies	12/30/2020	15.66	100-10-5141-3-30
12-30-20	labels for tax envelopes	12/30/2020	52.84	100-10-5141-3-38
12-30-20	office supplies	12/30/2020	15.66	100-10-5191-3-30
12-30-20	office supplies	12/30/2020	15.66	100-20-5513-3-30
12-30-20	sandisk	12/30/2020	39.98	100-70-5420-3-30
12-30-20	office supplies	12/30/2020	15.66	100-70-5420-3-30
12-30-20	office supplies	12/30/2020	15.66	100-80-5670-3-30
Total 24108 STAPLES CREDIT PLAN:			192.76	
24300 SIA INSURANCE SERVICES				
1690	VFIS Accident & Sickness Renewal Firemens ins	01/08/2021	1,692.32	100-10-5194-3-38
Total 24300 SIA INSURANCE SERVICES:			1,692.32	
24350 STICKS AND STONES				
11802	snow removal 2020	12/30/2020	215.00	100-70-5435-3-36
11801	snow removal 2020	12/30/2020	190.00	100-70-5435-3-36
11848	snow removal Dec 2020	01/07/2021	80.00	100-70-5435-3-36
Total 24350 STICKS AND STONES:			485.00	
24399 STOBBS, CHARLES				
1-8-21	cell phone usage salt season	01/08/2021	90.00	100-70-5420-3-31
Total 24399 STOBBS, CHARLES:			90.00	
24650 SURE FIRE, INC.				
19120134	SERVICE at City Garage - Dec 2020	01/07/2021	803.75	100-70-5412-3-36
Total 24650 SURE FIRE, INC.:			803.75	
25068 TITAN PUBLIC SAFETY SOLUTIONS LLC				
5166	TIPSS Courts - Annual Support	01/08/2021	788.00	100-40-5211-3-38
Total 25068 TITAN PUBLIC SAFETY SOLUTIONS LLC:			788.00	
25249 TRACTOR SUPPLY CREDIT PLAN				
100057130	Cam lock plug for sprayer - quick coupler - Dec 2020	01/07/2021	7.49	100-70-5411-3-36
100057832	drill bit - Dec 2020	01/07/2021	13.99	100-70-5411-3-36
Total 25249 TRACTOR SUPPLY CREDIT PLAN:			21.48	
25450 TRU CLEANERS LLC				
CW010120-A	additional cleaning service due to Covid-19	01/08/2021	830.00	100-70-5410-3-38
CW010120	cleaning service for City of Waupun	01/08/2021	4,052.81	100-70-5410-3-38
Total 25450 TRU CLEANERS LLC:			4,882.81	
25475 UMR				
0010210573	2021 short term disability renewal	01/08/2021	1,500.00	100-10-5143-3-38
Total 25475 UMR:			1,500.00	
25482 UNIFORM SHOPPE				
305724	clothing allowance - Dec 2020	01/07/2021	207.88	100-12634
306340	clothing allowance - Dec 2020	01/07/2021	85.95	100-12634
306329	clothing allowance - Dec 2020	01/07/2021	65.90	100-12634

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 25482 UNIFORM SHOPPE:			359.73	
25760 US CELLULAR				
0412000032	Clerk cell phone	12/30/2020	6.35	100-10-5141-3-31
0412000032	Economic Developer/Administrator	12/30/2020	6.40	100-10-5191-3-31
0412000032	Kast Hotspot #190	12/30/2020	6.40	100-10-5197-3-31
0412000032	cellular backup	12/30/2020	6.40	100-10-5197-3-31
0412000032	PARK-rec cell phone	12/30/2020	6.40	100-20-5513-3-31
0412305221	POLICE DEPT monthly cell phone charges	12/30/2020	778.39	100-40-5211-3-31
0412000032	FIRE DEPT monthly cell phone charges	12/30/2020	25.60	100-50-5231-3-31
0412000032	DPW Director/Foreman monthly cell phone	12/30/2020	12.80	100-70-5420-3-31
0412000032	Library monthly cell	12/30/2020	6.40	210-60-5511-3-31
Total 25760 US CELLULAR:			855.14	
26041 VANDE ZANDE TRUST ACCOUNT				
12-31-20	TID 5 MVP Site/Maple Tree Townhomes Sale of Land	12/31/2020	613.00	401-70-5436-3-38
Total 26041 VANDE ZANDE TRUST ACCOUNT:			613.00	
26465 VON BRIESEN & ROPER, S.C.				
340474	Personnel	12/30/2020	3,188.48	100-10-5143-3-38
Total 26465 VON BRIESEN & ROPER, S.C.:			3,188.48	
26790 WAUPUN AREA ANIMAL SHELTER, INC				
JAN2021	Monthly Contract	01/08/2021	1,000.00	100-40-5343-3-38
Total 26790 WAUPUN AREA ANIMAL SHELTER, INC:			1,000.00	
26900 WAUPUN CHAMBER OF COMMERCE				
1-8-21	2021 Chamber dues - City	01/08/2021	80.00	100-10-5110-3-34
Total 26900 WAUPUN CHAMBER OF COMMERCE:			80.00	
27450 WAUPUN UTILITIES				
5093	Member Network Assessment/Monitoring Service/hosted	01/07/2021	509.00	100-10-5197-3-38
1-8-21	January Settlement 2020	01/08/2021	67,947.63	100-25620
5094	Park light maint 2020 - Dec 2020	01/07/2021	1,982.74	100-70-5410-3-36
5100	Stormwater Billing & Collection Fees - Dec 2020	01/07/2021	868.00	700-10-5192-3-38
Total 27450 WAUPUN UTILITIES:			71,307.37	
27935 WELLS FARGO PAYMENT REMITT.				
SCOTT-NOV20	Amazon - recordable disc/printhead cleaning kit/CD DVD	12/31/2020	65.85	100-40-5211-3-30
SCOTT-DEC20	office supplies - PD - Dec 2020	01/07/2021	86.96	100-40-5211-3-30
SCOTT-NOV20	DOT DMV - Registration Suspension Fee	12/31/2020	33.66	100-40-5211-3-38
SCOTT-NOV20	Microsoft - monthly email fee - PD	12/31/2020	184.00	100-40-5211-3-38
SCOTT-NOV20	DOT DMV - Registration Suspension Fee	12/31/2020	3.06	100-40-5211-3-38
SCOTT-NOV20	DOT DMV - Registration Suspension Fee	12/31/2020	12.24	100-40-5211-3-38
SCOTT-DEC20	Microsoft - monthly email fee - PD - Dec 2020	01/07/2021	184.00	100-40-5211-3-38
SCOTT-DEC20	DOT DMV - Registration Suspension Fee - Dec 2020	01/07/2021	9.18	100-40-5211-3-38
SCOTT-DEC20	Intoximeters - Drygas - PD - Dec 2020	01/07/2021	140.00	100-40-5211-3-38
SCOTT-DEC20	CLEW Publications - material for conducting investigation	01/07/2021	36.00	100-40-5211-3-38
SCOTT-DEC20	Amazon - PD - streamlight - Dec 2020	01/07/2021	89.28	100-40-5212-3-38
JEREMY - DEC20	NWTC Corp Training - Dec 2020	01/07/2021	275.00	100-40-5215-3-37
JEREMY - DEC20	paypal - credit - refund conf fee - PD - Dec 2020	01/07/2021	140.00	100-40-5215-3-37

Invoice	Description	Invoice Date	Total Cost	GL Account
SCOTT-DEC20	Axon - Standard battery pack - Dec 2020	01/07/2021	489.60	100-40-5215-3-38
Total 27935 WELLS FARGO PAYMENT REMITT.:			1,468.83	
27948 WERNER ELECTRIC SUPPLY				
S6331078.001	shop stock for electrical work - copper	12/30/2020	80.84	100-70-5410-3-36
Total 27948 WERNER ELECTRIC SUPPLY:			80.84	
27987 WESTPHAL				
54570	Dept issued coat	12/30/2020	458.00	100-50-5231-3-38
Total 27987 WESTPHAL:			458.00	
28425 WI CHIEFS OF POLICE ASSN				
4726	2021 membership renewal	01/08/2021	130.00	100-40-5211-3-34
Total 28425 WI CHIEFS OF POLICE ASSN:			130.00	
28600 WI DEPT OF JUSTICE				
G3369-DEC20	G3369 - background checks - Dec 2020	01/07/2021	77.00	100-40-5213-3-38
Total 28600 WI DEPT OF JUSTICE:			77.00	
28963 WI DEPART OF TRANSPORTATION				
395-0000197626	Main St - Cost Tru Up - Audit - Dec 2020	01/07/2021	5.88	100-70-5420-3-38
Total 28963 WI DEPART OF TRANSPORTATION:			5.88	
29235 WI LAW ENFORCEMENT ACCREDITATION GROUP				
12-30-20	Use of Force Policy Fee	12/30/2020	100.00	100-40-5211-3-38
Total 29235 WI LAW ENFORCEMENT ACCREDITATION GROUP:			100.00	
29497 WI SOCIETY OF EMERGENCY SERVICES INSTRUC				
1-8-21	2021 membership dues	01/08/2021	30.00	100-50-5234-3-34
Total 29497 WI SOCIETY OF EMERGENCY SERVICES INSTRUC:			30.00	
29501 WI STATE FIRE CHIEF'S ASSOC.				
1-8-21	State Fire Chiefs Dues - DeMaa/Beer/Beder/DeMotts/Tele	01/08/2021	570.00	100-50-5231-3-34
Total 29501 WI STATE FIRE CHIEF'S ASSOC.:			570.00	
29758 WMCA				
1-8-21	Membership renewal 2021	01/08/2021	65.00	100-10-5141-3-34
Total 29758 WMCA:			65.00	
29875 W.W. ELECTRIC MOTORS, INC.				
WPN11482	forcible Energy grinder	12/30/2020	226.88	100-50-5232-3-38
Total 29875 W.W. ELECTRIC MOTORS, INC.:			226.88	
29893 YMCA OF DODGE COUNTY				
1052021	2021 Contract Fee	01/08/2021	1,500.00	100-20-5523-1-10

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 29893 YMCA OF DODGE COUNTY:			1,500.00	
29900 ZARNOTH BRUSH WORKS, INC.				
0182861-IN	brooms for sweeper	12/30/2020	1,016.80	700-10-5191-3-38
Total 29900 ZARNOTH BRUSH WORKS, INC.:			1,016.80	
300094 BEAVER DAM MUNICIPAL COURT				
12-31-20	Municipal Bond Payment/City rec payment Dec 2020	12/31/2020	142.90	100-46-4624-0-00
Total 300094 BEAVER DAM MUNICIPAL COURT:			142.90	
300171 TRANSCENDENT TECHNOLOGIES				
M4230	FDL Cty Tax System Annual Maint	01/08/2021	731.00	100-10-5141-3-38
Total 300171 TRANSCENDENT TECHNOLOGIES:			731.00	
Grand Totals:			2,496,876.40	

Report GL Period Summary

GL Period	Amount
12/20	114,438.62
01/21	2,382,437.78
Grand Totals:	2,496,876.40

Vendor number hash: 3338683
Vendor number hash - split: 4295917
Total number of invoices: 154
Total number of transactions: 202

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	2,496,876.40	.00	2,496,876.40
Grand Totals:	2,496,876.40	.00	2,496,876.40

Report Criteria:

[Report].Invoice Date = 12/28/2020-01/08/2021



MINUTES
CITY OF WAUPUN AMENDED – ECONOMIC
DEVELOPMENT COMMITTEE MEETING
Zoom
Tuesday, October 27, 2020 at 4:30 P.M.

Committee Members Present:

Steve Brooks	Waupun Utilities
Jim Cleveland	Envision Greater Fond du Lac
Pete Kaczmarek	City Council
Ryan Mielke (arrived at 7:12 p.m.)	City Council
Julie Nickel	Mayor
Jason Westphal	City Council

Staff Present:

Jeff Daane	Director of Public Works
B.J. DeMaa (left at 5:15 p.m.)	Fire Chief
Kathy Schlieve	Administrator
Sarah Van Buren	Community & Economic Development Coordinator
Dan VandeZande	City Attorney

CALL TO ORDER

Mr. Kaczmarek called the virtual meeting of the Economic Development Committee meeting to order at 4:30 p.m.

ROLL CALL

Roll call and quorum determined.

PUBLIC COMMENT

None.

CONSIDERATION-ACTION

1. Approval of Agenda/Motion to Deviate

A motion to approve the agenda was made by Mayor Nickel and seconded by Mr. Westphal, passing unanimously.

2. Approval of September 14, 2020 Economic Development Committee Meeting Minutes

A motion to approve the September 14, 2020 minutes was made by Mr. Westphal and seconded by Mayor Nickel passing unanimously.

3. Approval of September 14, 2020 Economic Development Closed Session Minutes

A motion to approve the September 14, 2020 closed session minutes was made by Mayor Nickel and seconded by Mr. Brooks passing unanimously.

DISCUSSION ITEMS:

4. Industrial Park Marketing Plan

Administrator Schlieve provided a brief overview of marketing plans for the Industrial Park and city-owned land, specifically for the following:

- Closure of TID 1 and next steps
- Gold Shovel Certification
- Target Sector Review
- Marketing Partnerships

TID 1:

TID 1, created in 1987, is projected to close in 2021. TID 1 revenues are projected to be roughly \$260,000 next year. 2021 expenditures are estimated to be \$25,000. WI Statutes 66.1105(6)(g) allows extension of a TID up to one year, using the last year of tax increment to improve a community's housing stock. The idea is to recreate a TID to foster development and redevelopment. The big question to answer is what would a

redevelopment plan look like and how do we resolve some of the issues with the current properties. Updates were also provided on the old Grande Cheese facility, as well as the Silgan site.

Gold Shovel Status:

Ms. Van Buren has submitted an application for Gold Shovel status on the 78 acres in the Industrial Park. Initial feedback is very favorable and we expect to hear by the end of the week of our application was accepted. Having Gold Shovel, status for this site will assist with marketing development-ready land to site selectors and business owner looking to locate or expand.

Marketing Partnerships: There are numerous regional economic development partners within the region. The 2021 budget includes for investment in a regional partner. To decide how the funding should be allocated, a set of criteria (economic development, BRE, attraction, workforce, and availability of funding sources) will be developed to assist staff in making the decision. Funding may ultimately be split between multiple entities.

Target Sector Review:

Discussion around the targeted sector information provided in the meeting packet surrounding the meat packing industry. To assist the Committee in determine direction on this industry section, Envision Greater Fond du Lac staff will develop a report highlighting wages, current market rates, etc. Mr. Brooks will also reach out to WPPI to look into the information they may have on the typical water usage for communities with similar projects.

ADJOURN TO CLOSED SESSION:

A motion was made by Mayor Nickel and seconded by Mr. Westphal to adjourn into closed session under Section 19.85(1)(e) of the WI Statutes for the deliberation and negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business.

5. Negotiation of city-owned property located at 520 McKinley St. in TID 6

6. Negotiation of public funds to support projects in Central Business District in TID 3

OPEN SESSION:

A motion was made by Mr. Westphal and seconded by Mr. Brooks to reconvene into open session under Section 19.85(2) of the WI Statutes. Motion unanimously approved.

ACTION FROM CLOSED SESSION:

No action.

ADVANCED PLANNING:

7. Potential Agenda Items

- Envision Greater Fond du Lac's Wage Report
- Gold Shovel Status
- CDA Update

8. Date & Time of Next Meeting

The next Economic Development Committee will be November 24, 2020 at 4:30 p.m.

ADJOURNMENT

The motion to adjourn was made by Mayor Nickel and seconded by Mr. Westphal passing unanimously. The meeting adjourned at 5:39 p.m.



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



MINUTES
CITY OF WAUPUN BUSINESS IMPROVEMENT
DISTRICT MEETING
Zoom
Wednesday, November 11, 2020 at 7:00 AM

Committee Members Present:

Krista Bishop
Kate Bresser
Gary DeJager
Jan Harmsen
Jonathan Leonard
Rich Matravers (left at 7:24am)
Teresa Ruch
Tyler Schulz

Committee Members Absent:

Austin Armga
Jodi Mallas

Staff Present:

Sarah Van BurenCommunity & Economic Development Coordinator

Waupun Area Chamber of Commerce:

Casey Koehler Executive Director

CALL TO ORDER:

Chair Bishop called the meeting to order at 7:02am.

ROLL CALL OF BOARD MEMBERS:

Roll call and quorum determined.

PUBLIC COMMENT:

None.

CONSIDER APPROVAL OF THE FOLLOWING AGENDA ITEMS:

1. Approval of Agenda/Motion to Deviate

A motion to approve the agenda was made by Ms. Harmsen and seconded by Mr. Matravers, passing unanimously.

2. Approval of October 14, 2020 Minutes

A motion to approve the October 14, 2020 minutes was made by Mr. DeJager and seconded by Ms. Ruch, passing unanimously.

3. Approval of October 2020 Financial Statement

A motion to approve the October 14 2020 financial statement was made by Mr. Matravers and seconded by Ms. Harmsen, passing unanimously.

PRIOR OUTSTANDING APPLICATIONS:

4. Katrina Hoinacki – K’s Boutique (317 E. Main St.)

Ms. Van Buren provided the members a status of Ms. Hoinacki’s project. This project is set to expire November 12, 2020. The project was completed last week and receipts have been submitted for reimbursement. If reimbursement has not occurred by November 12, 2020, Ms. Van Buren is recommending a brief extension to allow reimbursement to be processed.

A motion to extend the project by two weeks to allow for reimbursement was made by Mr. DeJager and seconded by Mr. Matravers, passing unanimously.

5. Rich Oosterhouse – Finishing Touches by Rich (432 E. Main St.)

Ms. Van Buren informed the group that the installation of the sign was delayed since the property owner expressed interest to the tenant and the City that other façade improvements would be done to the building and would like to complete that work before the sign has been installed. Unfortunately, this has not occurred. Mr. Oosterhouse has procured the signage and was installed yesterday. Signage was installed in a manner that would make for easy removal when the property owner is ready to make the needed façade improvements.

Mr. Oosterhouse is requesting a brief extension to allow for the submittal of receipts and reimbursement by the City to occur.

A motion to extend the project by two weeks to allow for the submittal of receipts and for reimbursement was made by Mr. DeJager and seconded by Ms. Ruch, passing unanimously.

6. Kate Bresser – Gysbers Jewelry (305 E. Main St.)

Ms. Bresser provided an update on her building expansion project. Good progress has been made however, the project is delayed to various items being back ordered. Ms. Bresser is requesting a six-week extension to allow for the completion of the project.

A motion to extend the project by six weeks to allow for completion was made by Ms. Harmsen and seconded by Mr. Matravets, passing unanimously.

DISCUSSION ITEMS:

7. Waupun Area Chamber of Commerce Updates

Ms. Koehler provided the following updates:

- The Winter Market will start November 14th and will take place at Crossroads Fellowship church.
- In response to COVID-19, the Chamber has been working with the City and Waupun Downtown Promotions to come up with new activities in-lieu of Avenue of Angels. Winter Wonderland will take place November 19-21. More information regarding the activities, please visit the Chamber [website](#).
- [Small Business Saturday](#) will be November 28th.
- [Ho Ho Holiday Hours](#) will start November 5th and conclude December 17th. No extended hours will be on Thanksgiving or Christmas Eve.
- The Chamber will be moving to 321 E. Main St on December 1st.

8. Administrator Update

In the absence of Administrator Schlieve, Ms. Van Buren provided the following updates:

- The 2021 budget was approved by the Council at their meeting last night.
- A group of community partners has been exploring what it would take to get Waupun to be a Main Street community. More information will be provided at a future meeting.
- As COVID cases continue to rise in the community, it is important for businesses to have safety protocols in place to keep their businesses open. If signage is needed to help in these efforts, please visit the City's webpage.

ADVANCED PLANNING:

9. Potential Agenda Items

10. Date of Next Scheduled Meeting

The next meeting is scheduled for December 9, 2020 at 7:00 a.m.

ADJOURNMENT

The motion to adjourn was made by Mr. DeJager and seconded by Ms. Bresser passing unanimously. The meeting adjourned at 7:25a.m.



MINUTES
CITY OF WAUPUN PLAN COMMISSION MEETING
201 E Main St
Wednesday, November 18, 2020 at 4:45 PM
Approved (12/16/2020)

CALL TO ORDER

The Waupun Plan Commission met vitrually at 4:45 pm via Zoom.

ROLL CALL

Member Present: Julie Nickel, Fred Lueck, Jerry Medema, Jill Vanderkin, Elton TerBeest, and Mike Matoushek

Member Excused: Jeff Daane

Staff Present: Sarah VanBuren, Kathy Schlieve (by phone), and Sue Leahy

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION--

Chairman Nickel asked if there were any persons wishing to address the committee on any items not included on today's agenda. Hearing nothing, Chairman Nickel proceeded to address the items listed for consideration and action on today's committee agenda.

FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION

Chairman Nickel indicated the next meeting of the Plan Commission will be Wednesday, December 16, 2020 at 4:45 pm.

CONSIDERATION - ACTION

1. Approve minutes of the October 21, 2020 Meeting.
Motion by Matoushek, seconded by Medema to approve the minutes of the October 21, 2020 Plan Commission meeting as presented. Motion carried, unanimously.
2. Public Hearing - Rezoning Petition of David Garcia to rezone property at 118 Commercial St. from the R-4 Central Area Single Family Residential District to the M-1 Closed Storage/Light Manufacturing District.

Chairman Nickel read the call of the hearing and its purpose. Kathy Schlieve, City Administrator called in by phone and said the rezoning would be OK as there is similar zoning on the feed mill across the street and would not be considered spot zoning. Lueck questioned if the rezoning will be in accordance with the City's new Land Use Map. If not, the plan will probably have to be revised. Kathy believes the zoning will not be in accordance with the new land use map so that will have to be amended. City Zoning Administrator Sue Leahy said she had not checked that out. Kathy feels the new use will be consistent with the adjacent uses and not spot zoning. There is a parking lot to the west, a feed mill to the east, and Flexographic Packaging Co to the north.

David Garcia called in by phone and said he has a small tree trimming business and he intends to take the home down as it is falling down and full of mold. He wants to build a 40' x 60' storage structure for his equipment and also use it for minor maintenance.

Chairman Nickel said Jeff Riel, a neighbor that has rental property in the area and is opposed as he believes this use will lower his property value. TerBeest feels the existing home is nothing but junk and the City should put something new there. Rick Fletcher, a neighbor about 150' to the south called in and indicated he was in favor of this new proposal for the property.

No further facts were presented for or against this rezoning petition, so Chairman Nickel declared the hearing closed and asked for a motion to act on this rezoning request.

Motion by Matoushek, seconded by Vanderkin to provide a favorable recommendation to the City Council on the request of David Garcia to rezone property at 118 Commercial St. from the R-4 Central Area Single Family Residential District to an M-1 Closed Storage/Light Manufacturing Zoning District.

Vote: TerBeest, Matoushek, Vanderkin, Medema, Lueck, and Nickel - "AYE"

Motion carried, unanimously - 6/0.

3. Public Hearing - Conditional Use Permit Application of Darrell Stibb at 707 and 709 Brandon St. for a split two-family dwelling per section 16.03(2)(d)(iii) of the Waupun Municipal Code.

Chairman Nickel read the call of the hearing and its purpose. The applicant did not appear at the Public Hearing. Sue Leahy, City Zoning Administrator indicated the home is presently a duplex and is for sale. The owner will apparently live on one side of the structure and possibly a relative on the other side. The home may be 15-20 years old according to TerBeest. Sue noted the home is not centered on the lot so she is not sure if both proposed units will have the minimum 4,000 sq. ft. for each individual lot as required by the ordinance. Sue also noted that a CSM and recorded covenants will be forthcoming. There is a common wall for the zero lot line.

No further facts were presented for committee review, so Chairman Nickel declared the hearing closed and called for a motion to act on this request.

Motion by Matoushek, seconded by Medema to grant a Conditional Use Permit for a split two family dwelling in accordance with Section 16.03(2)(d)(iii) of the Waupun Municipal Code as we find the proposed split two family (Zero Lot Line) dwelling will not be detrimental to the adjacent lands in this area, we also find this use will be an appropriate use for the area that will not create traffic hazards, it will not hinder future development in the area, will not create undesirable levels of noise or light in the immediate area or cause property values to measurably decline.

Vote: Matoushek, TerBeest, Vanderkin, Medema, Nickel - "AYE"

Lueck - "NAY"

Motion carried 5/1

4. Public Hearing - Rezoning Petition from the City of Waupun to rezone property described as A resurvey of Lots 1 & 2 and Outlot 1 of CSM #7278.

Chairman Nickel read the call of the hearing and its purpose. Kathy Schlieve, City Administrator, noted the property (the old Washington School property) is presently zoned in a B-4 Interchange Business District, which is now proposed to be rezoned to an R-3 Multi-Family Residential District. This area was planned for small businesses or a small box store, however the economy has changed and retail businesses are having a hard time, so she has had to re-evaluate the land use for this area. There are other multifamily units in the area and most are full. A contractor is proposing a senior friendly housing complex for the property and therefore the need to rezone the lot. Sue said the builders are promoting this project as senior friendly and they will cater to the elderly.

Lueck said he is concerned with all the multifamily units going up in the City. He doesn't want the City to become like Beaver Dam as they have very little area for single family homes so just about everything going up there is multifamily and that has been causing a big problem for that City. Many of the units are cheaply built and they are pulling in a lot of low income people from the Madison & Milwaukee areas resulting in many problems for the Police and Fire Departments, EMS, Hospital, welfare, food pantry and other health services. He does not want to see that happen in Waupun. The only good thing about it is the structure adds to the tax base but the influx of new people to the City very seldom brings in new jobs. Contractors working on these units and their owners are usually from out of town and then they leave when the project is complete.

Kathy noted these 28 units are not income restrictive. They are market rate apartments. The units will be single story. Lueck questioned if the rezoning is in accordance with the City's new Land Use Map? Kathy said it is not and that will have to be changed which requires a Public Hearing.

No further facts were presented for or against this proposed rezoning so Chairman Nickel closed the hearing and asked for a motion on this rezoning request of the City.

Motion by Medema, seconded by TerBeest to refer a favorable recommendation to the City Council on the request of the City of Waupun to rezone lands in the NE 1/4, NW 1/4, Sec 4, T13N, R15E, City of Waupun from the B-4 Interchange Business District to the R-3 Multi-Family Residential zoning district to allow a 28-unit apartment complex on said property.

Vote: TerBeest, Matoushek, Vanderkin, Medema, Nickel – “AYE”

Lueck – “NAY”

Motion carried 5/1

5. Certified Survey Map Review - A resurvey of Lots 1 & 2 and Outlot 1 of CSM #7278. (The former Washington School Site)

The purpose of the resurvey is to release a 10' stormwater easement created by CSM #7278.

Motion by Nickel, seconded by Matoushek to recommend to the City Council the approval of said CSM and the release of a 10' wide stormwater easement and located in the fractional NE 1/4, NW 1/4, Section 4, T13N, R15E, City of Waupun, Dodge County, Wisconsin.

Vote: TerBeest, Matoushek, Vanderkin, Medema, Lueck and Nickel - "AYE"

Motion carried, unanimously 6/0

ADJOURNMENT

Motion by Matoushek, seconded by Medema to adjourn the meeting. Motion carried, meeting adjourned at 5:16 pm.

Fred Lueck
Secretary



MINUTES
CITY OF WAUPUN WAUPUN COMMON COUNCIL
VIRTUAL AND TELECONFERENCE
Tuesday, December 15, 2020 at 6:00 PM

CALL TO ORDER

Mayor Nickel 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 attendance on roll call is Mayor Nickel, Alderman Westphal, Alderman Vanderkin, Alderman Kaczmariski, Alderman Vossekuil, Alderman Mielke, and Alderman Matoushek. No members absent.

Management Staff present is Clerk Hull, Attorney VandeZande, Administrator Schlieve, General Utility Manager Brooks, Police Chief Loudon, Library Director Jaeger, and Director of Public Works Daane. Staff absent and excused is Utility Finance Director Stanek, Recreation Director Kaminski, Fire Chief Demaa, and Finance Director Kast.

Other City Staff present is Sarah Van Buren, Community & Economic Development Coordinator.

No audience is in attendance.

No Media is present.

PERSONS WISHING TO ADDRESS COUNCIL

No person appear before the Council.

CONSENT AGENDA

Consent agenda consists of future Meetings & Gatherings, License and Permit Applications, and expenses for discussion and approval.

License renewals for consideration include the Brown Cab Inc. dba Waupun Taxi, Justin Running (Agent) and Taxi Driver's licenses.

Motion Matoushek, second Vossekuil to approve the consent agenda. Motion carried 6-0 on roll call.

RESOLUTIONS AND ORDINANCES:

16. Resolution Adopting the Dodge County Hazards Mitigation Plan

In an effort to better mitigate Dodge County's vulnerability to disaster, Dodge County Emergency Management, applied for, and received a Pre-Disaster Mitigation (PDM) planning grant, and has now updated the Dodge County Hazard Mitigation Plan for our adoption.

Motion Vanderkin, second Matoushek to approve Resolution 12-15-20-01 Adopting the Dodge County Hazards Mitigation Plan. Motion carried 6-0 on roll call.

CONSIDERATION-ACTION

17. 2021 Waupun Fire Department Equipment and Personnel Billable Rates

Motion Matoushek, second Vossekuil to adopt the 2021 Fire Department Equipment Rates. Motion carried 6-0 on roll call.

18. Consideration of Holding Primary Election for Office of Aldermanic Districts 1, 3, and 5 on February 16, 2021

The City does not have an ordinance that requires a primary be held whenever the number of candidates who qualify for the ballot is more than twice the number of seats open for an office. Because of this, we will not hold a primary regardless of the number of candidates, unless the Council makes motion upon a spring primary not later than 3 days after the deadline for filing nomination papers or Electors of the City file a sufficient petition requesting a primary within 3 days after the deadline for filing nomination papers.

Motion Kaczmariski, second Matoushek to deny holding a 2021 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 6-0 on roll call.

19. 2021 WisDOT Public Transit Assistance Program Operating Grant Application

The City's annual grant application for state and federal aid for the shared-ride taxi program has been submitted. The City has contracted with Brown Cab, Inc. to provide shared-ride taxi services for a period of up to 5 years, 2017-2021. In 2021 we will go through the Request for Proposal (RFP) process.

Motion Vanderkin, second Vossekul to approve the 2021 WisDOT Public Transit Assistance Program Operating Grant Application. Motion carried 6-0 on roll call.

20. COVID-19 Policy (Updated)

Policy updated for the revised quarantine period.

Motion Kaczmariski, second Westphal to approve the COVID-19 Policy update. Motion carried 6-0 on roll call.

21. Authorize Payment of Future Expenses

Motion Vanderkin, second Vossekul to authorize the release of future expenses. Motion carried 6-0 on roll call.

PRESENTATIONS (Discussion)

22. 2019 City of Waupun Housing Fee Report

VanBuren provides the Housing Fee Report.

23. City of Waupun Aging Grant Update

VanBuren provides information on happenings of the City of Waupun Aging Grant.

Recreation Director Kaminski appeared at the meeting at 6:50pm.

INFORMATIONAL (Discussion)

24. Open Meetings Law and Compliance

Attorney VandeZande speaks on Open Meetings Law.

ADJOURNMENT

Motion Vanderkin, second Vossekul to call the meeting adjourned at 7:17pm. Motion carried 6-0.

Minutes of the Waupun Public Library Board Meeting December 21, 2020

The meeting of the Waupun Public Library Board was called to order by Beverly Martens, President, at 4:45 p.m. on December 21, 2020. Also present were Schultz, Hintze, Sullivan, Gehl, Garcia, Jaeger, and Rohrer, via Zoom. Westphal was absent.

ARTICLE I: Motion by Sullivan, supported by Hintze, to accept the minutes of the November 16, 2020 meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics.

- a. Downloads (OverDrive) up 28.7% YTD.
- b. 89,167 items circulated through the end of November.
- c. 3,820 curbside transactions through the end of November.

ARTICLE IV: Current budget was discussed. The library is coming in under budget. The remaining funds will be kept in the Library Fund and carried over into 2021.

ARTICLE V: Motion by Hintze, supported by Rohrer, to pay the December 2020 bills. Motion carried, 6-0 on roll call.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarians' Report.

- a. The Drive-up window project will be discussed under New Business.
- b. Heather and Pam presented a virtual program called "Natural Christmas Decor." Ten people signed up and it was viewed live on Facebook by 17. According to Pam, Heather did 95% of the work and was congratulated on the great job.

Pam is actively investigating another program in late February or early March with a previously popular presenter. Stay tuned.

- c. The library received another monetary gift of \$2,326.42 from the Ellen Johnson Estate. However, the Edward Jones account is still pending due to financial paperwork issues.

d. Update-Pam (summary)

- 1. Forty-six (46) responses received to the virtual programming survey.
 - 4 not interested, 5 interested in youth programming, 19 interested in adult programming, and 18 interested in adult and youth programming. Take and Make was most popular. Live speakers/presenter second most popular.

2. Extensive weeding is being carried out. Gratefully, those items can be shared with DCI.

3. No new information has come out of the REALM study or the CDC guidance, concerning how many particles of COVID can make an individual sick, so the library will continue quarantining at 7 days.

e. Annual staff evaluations are complete.

f. The annual overhead sprinkler system was tested, including sprinkler and building alarms, and everything is working well.

g. The elevator buttons have been sticking. Elevator maintenance people stopped to check it out. Waiting for the report.

h. Jaeger presented the Wisconsin State Statute 43.58(2)(a) for review. The statute addresses the Library Board responsibilities concerning public library expenditures, including the process required before the bills are presented to the City Clerk for payment.

i. A possible change of the Library Board meeting day was discussed. Item will be placed on the January 18, 2021 agenda.

ARTICLE VIII: No old Business.

ARTICLE IX: New Business:

a. Jaeger presented a report with information he had gathered on the estimated cost of the library Drive-up Window Project. Motion by Hintze, supported by Gehl, to put the library Drive-up Window Project out for bids, as mandated by the City. Motion carried.

ARTICLE IX: Motion by Sullivan, supported by Rohrer, to adjourn at 5:32 p.m. Motion carried.

Next tentative meeting: **Monday, January 18, at 4:45 p.m. via Zoom.**

SANDRA ROHRER Secretary
SR/bkj



MINUTES
CITY OF WAUPUN SPECIAL COMMON COUNCIL
VIRTUAL AND TELECONFERENCE
Monday, December 28, 2020 at 5:00 PM

CALL TO ORDER

Mayor Nickel called the meeting to order at 5:00pm.

ROLL CALL

Council in attendance on roll call is Mayor Nickel, Alderman Westphal, Alderman Vanderkin, Alderman Kaczmariski, Alderman Vossekuil, and Alderman Matoushek. Members absent are Alderman Mielke.

Management Staff present is Clerk Hull, Attorney VandeZande, Administrator Schlieve, Fire Chief Demaa, and Director of Public Works Daane. Those absent and excused are General Utility Manager Brooks, Police Chief Loudon, Library Director Jaeger, Utility Finance Director Stanek, Recreation Director Kaminski, and Finance Director Kast.

No other City Staff is present.

Audience in attendance is Cory Scheidler of Cedar Corporation.

Media present is Ken Thomas of the Daily Citizen.

CONSENT AGENDA

Consent agenda consists of future Meetings & Gatherings, License and Permit Applications, and expenses for discussion and approval.

License renewals for consideration include Taxi Driver's license to Joseph Fuchs and Operator License to Michael Schwandt.

Motion Vossekuil, second Matoushek to approve the consent agenda. Motion carried 5-0 on roll call.

CONSIDERATION - ACTION

2. Certified Survey Map-Division of Harris Park Subdivision

The Plan Commission made recommendation to the Council at their 12/21/20 meeting to approve the CSM. The CSM provides division of the parcel into smaller parcels for future sale of the land.

Motion Vossekuil, second Vanderkin to approve the Certified Survey Map for the division of Harris Park Subdivision. Motion carried 5-0 on roll call.

At 5:07pm Alderman Mielke appears at the meeting.

3. Consideration of Energy Innovation Grant Program Application and Scope of Services for Cedar Corporation to support application development

Cory Scheidler of Cedar Corporation is present.

The Public Service Commission of Wisconsin's Office of Energy Innovation is seeking applications for their Energy Innovation Grant Program (EIGP). In 2020, Cedar Corporation completed an evaluation of all City-owned facilities. That study identified the City Hall HVAC systems as a critical need for the City. This grant would be a funding source for this. Cory Scheidler of Cedar Corp will assist the City in submitting the grant.

Motion Vanderkin, second Kaczmarski to authorize the City Administrator, for the purposes of the 2020 Energy Innovation grant, to be the Authorized Representative with authority to submit the 2020 Energy Innovation Grant application; sign the application certifications; sign the grant award, and; enter into and sign any contractual agreements necessary to execute the grant award. Motion carried 6-0 on roll call.

Motion Kaczmarski, second Vossekuil to approve the scope of services agreement with Cedar Corporation for architectural and engineering services needed to draft the 2020 Energy Innovation grant application in an amount not to exceed \$12,000. Motion carried 6-0 on roll call.

ADJOURNMENT

Motion Vanderkin, second Vossekuil to call the meeting adjourned at 5:20pm. Motion carried 6-0.

Waupun Public Library
123 S. Forest Street
Waupun, WI 53963
(920) 324-7925

January 2021

To: Mayor, City Council
From: Bret Jaeger, Library Director

Re: Report to Common Council

A. Statistics

Through the end of December, we have circulated/downloaded/loaned 96,735 items, with curbside service handling 4,451 transactions. When the building was open, we had 20,885 visitors.

B. Drive-up window project

This project is moving forward. The next step will be putting the project out for bid with the help of DPW Director Jeff Daane.

C. Microfilm reader/printer

Our old Minolta 605 microfilm reader/printer, which has been the workhorse in libraries for decades, will need to be replaced. Parts have not been made in years, and toner is no longer made for this unit. New reader/printers are all digital and most need to be attached to a computer for image manipulation and printing. We are currently discussing options available to us, and we have enough toner left to run the unit for a few more months.

D. Estate gift

The library received a cash gift of \$2,326.42 from the Ellen Johnson Estate. The funds designated to the library from the Estate's Edward Jones account is still pending.

Any questions, please contact Bret at 324-7925 or bret@monarchlibraries.org.

TO: Mayor & Common Council
 FROM: Susan Leahy
 SUBJECT: Building Permits for DECEMBER 2020

DODGE COUNTY

NO	HOLDER	ADDRESS	TYPE	FEE	COST
20-	236 Jessica Dobbs	405 Grandview Ave	Repair Water Damage & Replace Piping with PVC	\$100.00	\$5,000.00
20-	238 Charlene Drake	627 1/2 Main St	Replace Furnace	\$50.00	\$3,418.50
20-	239 Chanse Schomber	818 East Brown St	Service Upgrade	\$80.00	
20-	240 Josh Talley	613 Cochrane St	20'-6"x12' 2nd Floor Addition	\$335.00	\$20,000.00
20-	241 Jeff Grainger	720 Mapleview Dr	Reside	\$89.35	\$14,891.00
20-	242 Priscilla Jane Perry	621 W Main St	Replace Furnace & AC	\$50.00	\$8,223.55
Total				\$704.35	\$51,533.05

NO	HOLDER	ADDRESS	TYPE	FEE	COST
20-	232 ACS RBHS LLC	1008 Tanager St	SFD w/ Attached Garage	\$1,853.84	\$190,000.00
20-	233 ACS RBHS LLC	1009 Tanager St	SFD w/ Attached Garage	\$1,947.36	\$200,000.00
20-	234 ACS RBHS LLC	1012 Tanager St	SFD W/ Attached Garage	\$1,947.36	\$200,000.00
20-	235 ACS RBHS LLC	1013 Tanager St	SFD w/ Attached Garage	\$2,056.56	\$210,000.00
20-	237 Marshfield Medical Center - 180 Gateway Dr		Signage	\$176.48	\$10,077.00
Total				\$7,981.60	\$810,077.00

GRAND TOTAL	\$8,685.95	\$861,610.05
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Permits issued in Dodge County	6
Permits issued in Fond du Lac Cty	5
Total Permits for the month	11

Building Permit Fees	\$8,685.95
Special Assessment Letter Fees	\$200.00
CSM Review	\$160.00
Grand Total	\$9,045.95

BUILDING PERMIT COMPARISON

December 2019: Dodge County - 10 permits; Fond du Lac County - 4 permits
 Estimated cost of construction: \$259,471.25

TWELVE MONTH COMPARISON

January - December 2017	estimated cost of construction	\$19,469,436.12
January - December 2018	estimated cost of construction	\$28,031,218.62
January - December 2019	estimated cost of construction	\$12,439,644.09
January - December 2020	estimated cost of construction	\$9,976,325.80



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: December 14, 2020
SUBJECT: General Manager Report

Electric Department Update:

Power Outages

- On 11-15-2020 at 5:38 am a tree branch came in contact with a secondary line causing the transformer over current device to operate. After removing the branch, the line was inspected and the transformer fuse was replaced. Power was restored at 6:43 am. The power outage affected 19 customers.
- On 11-28-2020 at 12:30 am the Waupun Fire Department requested power to be disconnected at 540 E. Jefferson St.
- On 11-30-2020 at 10:30 am a power outage was reported in the 300 block of Fond du lac St. A balloon came in contact with the primary side of the transformer causing a flash over and operating the over current device. The crew inspected the equipment and re-fused the transformer. Power was restored at 10:59 am. The power outage affected 20 customers.
- On 12-7-2020 at 11:51 am a large power outage was reported. A squirrel came in contact with primary equipment on a riser pole causing the over current device to operate. After repairing the damaged equipment, the line was re-fused and power was restored to 165 customers at 12:50 pm.

New Service for Dentistry of Wisconsin

- A 600-amp single phase service was installed and energized for the new Dentistry of Wisconsin dental office located at the intersection of E. Lincoln St. and Shaler Dr.

Infrared System Inspection

- The crew completed repairs on all areas of concern identified in the infrared inspection report.

Park Lighting

- The crew replaced underground wires feeding the park lights at West End Park.

General Manager Update:

Tax Roll

- On 10/15/2020, 725 delinquent accounts were mailed tax roll letters. Of the original 725 accounts, 166 delinquent accounts were placed on the 2020 property tax bill as of 11/16/2020 in the amount of \$69,844.52.

Job Descriptions

- Management is working to review and update job descriptions for all Waupun Utilities employees. With staff changes this year some employees have taken on different responsibilities.

Community Outreach

- WPPI Energy worked in partnership with member utilities to create a children's book titled "If I were a Lineworker." The book, now receiving national recognition, has been distributed by member utilities to local students and their community in digital and hard copy format. The book explores the job of a public power lineworker through a child's imagination. Supplemental pages at the end of the book promote safety and educate children about lineworkers and the equipment they use to do their work.
- Waupun Utilities staff worked with the local schools to coordinate delivery of the Lineworker books. At the time of delivery, students gathered outside and listened to a brief overview of the book followed by a demonstration with the bucket truck. At the end of the demonstration and all questions from the students had been answered, each child in the class received their very own copy of the book. Our staff did a great job interacting with the kids promoting Waupun Utilities and our role in our community. If anyone would like a copy of the book, please let me know.
- Waupun Utilities participated in the 2020 Waupun Winter Wonderland Holiday Parade using our bucket truck decked out in lights. Lineman Owen and his son Dane represented our utility.

WPPI Meetings

- Jeff and I will be attending virtually the Executive Committee meeting on December 16th and the Board of Directors meeting on December 17th.

This concludes my report for December 2020. Please contact me at 324-7920 or sbrooks@wppienergy.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: December 9, 2020
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

Tower levels were lowered 3 ft. for winter operation. 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.

Staff has been evaluating an amperometric electrode system. This system monitors free chlorine and chlorine dioxide. The dual channel system (chlorine and pH) will provide on-line conversion from hypochlorous acid to free chlorine, which allows staff to optimize feed rates and potentially reduce operating expenses.

Wastewater Treatment Facility:

There are no call-ins to report this month.

Staff replaced digester #2 pressure/vacuum valve & flame arrester combination unit. This unit is designed to protect the digester from damage created by over- pressure or excessive vacuum, at the same time it provides protection from external sources of heat and ignition, which increases fire protection and safety.

Staff has been limited this past month due to several vacations. With limited staff the operators worked on preventive maintenance items.

Water/Sewer Crew:

There are no call-ins to report this month.

Staff has been televising customer's sanitary laterals on Newton Avenue and Rock Avenue. This allows WU to verify sanitary lateral condition and location, along with verifying water lateral type prior to 2021 construction.

The remaining time will be focused 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 can be done easily and precisely. The pipe condition is recorded as the camera moves through the pipe. The pipe condition and its location are then 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@wpenergy.org.



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: December 14, 2020
SUBJECT: October 2020 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity continued work on the underground feeder relocation at the WWTP in the amount of \$31,320. This work is necessary to remove existing overhead lines at the WWTP in preparation for construction early in 2021. The project will be paid for by the sewer utility and its loan/grant proceeds. Crews also continued work on streetlight LED replacements and installing underground services for new services. The sewer and water utilities incurred \$19,180 in costs related to their SCADA software and computer upgrades.

MONTHLY OPERATING RESULTS – October 2020 Monthly and Year-To-Date (YTD)

Sales

Electric

- Monthly kWh sales were **7.7% below** budget & **6.2% lower** than October 2019 sales on lower residential and large power sales
- YTD kWh sales were **3.1% below** budget & **6.6% lower** than October 2019 YTD actual sales

Water

- Monthly sales units of 100 cubic feet were **1.1% above** budget & **4.2% lower** than October 2019 sales; usage decrease in industrial and public authority
- YTD water sales were **1.6% above** budget & **2.5% lower** than October 2019 YTD actual sales

Sewer

- Monthly sales units of 100 cubic feet were **6.6% below** budget & **19.2% lower** than October 2019 sales due to lower public authority volume.
- YTD sewer sales are **4.2% lower** than October 2019 YTD actual sales

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget \$205,500 and \$287,200 respectively, due to lower than budgeted demand and overall lower purchased power costs
- Gross margin was \$81,700 **above** budget
- Operating expenses were \$51,700 **below** budget primarily due to lower distribution expenses attributed cut-backs from COVID-19 project delays during the 1st quarter of 2020.
- Operating income was \$271,500 or \$110,200 **above** budget from lower power costs and the reduction in distribution expenses
- Net income was \$231,700 or \$123,300 **above** budget primarily from higher gross margins from lower purchased power costs.

Water

- Operating revenues were \$14,000 **above** budget due to overall higher consumption
- Operating expenses were \$53,100 **below** budget due to fewer project and material requirements during the COVID-19 period in the 1st quarter of 2020
- Operating income was \$595,600 or \$36,400 **above** budget
- Net income was \$459,100 or \$74,400 **above** budget

Sewer

- Operating revenues were \$38,600 **above** budget on strong public authority treatment charges from the 2nd quarter of 2020
- Operating expenses were \$12,500 **below** budget on lower WWTP and maintenance costs
- Operating income was \$293,800 or \$21,200 **above** budget
- Net income was \$287,000 or \$15,700 **above** budget on higher operating revenues and lower operating expenses

Balance Sheets

Electric

- Balance sheet **decreased** \$9,700 from September 2020
- Unrestricted cash **increased** \$94,600 from an increase in collections on delinquent accounts prior to the placement of customer balances on the tax roll in November
- Accounts receivable **decreased** \$101,400 on an increase in collections from the tax roll notification process
- Accounts payable **decreased** \$51,400 from September 2020 due to a decrease in power costs associated with lower kWh sales

Water

- Balance sheet **increased** \$55,100 from September 2020
- Total unrestricted and restricted cash **increased** \$109,200 as a result of an increase in collections and lower operating costs for the month
- Accounts receivable **decreased** \$8,400 on an increase in collections from the tax roll notification process
- Net position **increased** by \$46,300

Sewer

- Balance sheet **increased** \$900 from September 2020
- The utility paid its semi-annual interest payment on the 2003 Clean Water Fund loan during the month which was due on November 1.

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.

- Total cash and investments **increased** \$240,895, or 2.8% from September 2020 primarily from an increase in customer collections
- Received interest and distributions of \$5,500 and recorded an unrealized **negative** market adjustment of \$12,300, along with \$500 in management fees, resulting in a net portfolio **loss** of \$7,300 for the month.
- Total interest and investment income earned on all accounts for the month was \$6,300 and \$95,500 year-to-date

OTHER FINANCIAL MATTERS

Tax Roll Process

The utility mailed 725 tax roll notice letters to customers on October 15, 2020 notifying them of the tax roll timeline and process in accordance with Wisconsin State statutes. As of November 1, 2020, 223 customers were assessed a 10% penalty on their outstanding balance which amounted to \$8,100 in delinquency fees. The outstanding balances of \$89,000 (including penalty) were transferred to the tax roll on November 15, 2020 and will be remitted to the utility in late December 2020 or early January 2021.

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



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: January 11, 2021
SUBJECT: General Manager Report

Electric Department Update:

Power Outages

- On December 14, 2020 at 7:00 a.m. the crew took an outage to replace a bad a transformer located on the corner of S. Madison St. and E. Jefferson St. Power was restored at 7:47 a.m. The outage affected 4 customers.

Electric Services

- The electric crew installed new home services on Tanager St, Beske St and Edgewood Dr.

Line Clearance

- The electric crew will begin work on the annual line clearance maintenance program. They will focus on trimming 3 phase primary circuits, single phase primary taps, and secondary lines.

Federal Mogul Scheduled Power Outage

- Annually, Federal Mogul schedules a power outage between the holidays to perform preventive maintenance on their electrical equipment. At 10:00 a.m. December 29th while the crew attempted to re-energize one of the 1500 KVA transformers that feeds Federal Mogul, an internal secondary fault occurred in the internal windings of the transformer. The fault caused the transformer to have a catastrophic failure. At this time additional staff was called in from scheduled vacation to help with replacing the transformer. The replacement of the transformer required assistance from John's Crane and Rigging Co. The 1500 KVA transformer weighs 11,000 pounds and needed to be lifted over the building and lowered into a very tight area. The electric crew did a great job coordinating the replacement and restored power at 2:00 p.m., before the scheduled start-up time for production. This is the second transformer to fail in the same location.
- The load on that service has increased over recent years and the lack of air flow due to the location of the transformer caused excessive heating of the oil. This excessive heat caused the insulation to break down resulting in an internal fault. I am working with Krause Power Engineering to find a solution for this problem. A larger 2000 KVA transformer is on order to replace the current 1500 KVA transformer at a cost of \$27,000.

General Manager Update:

Public Service Commission

- Waupun Utilities staff participated in a question-and-answer call with MEUW members and the Public Service Commission (PSC). The purpose of the call was to get answers and information directly from staff at the Public Service Commission about upcoming regulatory reporting related to arrears management and collections policies.
- In the coming weeks staff will be working to submit our comprehensive plans addressing the financial impact of arrears along with our proposed customer disconnection plan to the PSC per their guidelines. Disconnections were halted as a result of COVID-19 in March 2020. Future meetings will be held by the PSC analyzing information submitted from utilities while also evaluating the current situation of the COVID-19 pandemic to determine whether they will lift the moratorium or not for residential disconnections on April 15, 2021.

Late Payment Penalties

- Effective January 1, 2021, Waupun Utilities will reinstate the application of late payment penalties on past due customer balances. Previously we had suspended late payment penalties in March 2020 in compliance with PSC guidelines due to the COVID-19 pandemic. The suspension of applying late payment penalties was lifted by the PSC beginning August 2020. We felt it pertinent to continue the suspension through the remainder of 2020 to help ease the burden on our customers.

Waupun Utilities Staff Helping DPW

- The Department of Public Works was short staffed with 2 employees out on FMLA and one in quarantine from an exposure to COVID-19. A snow storm in the forecast, Jeff Daane requested help with plowing the streets December 30th. Waupun Utilities responded with 2 employees to operate snow plows. WU staff worked from 1:00 a.m. to 6:30 a.m. to help clear the streets.

This concludes my report for January 2021. Please contact me at 324-7920 or sbrooks@wppienergy.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: January 5, 2021
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

Level 1 bleeders were turned on December 22nd. "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.

Crane Engineering has completed their annual preventative maintenance program for all pumps. This program includes setting pump clearances, seal adjustments, and laser alignment of the rotating assembly. This program identifies potential problems prior to a major mechanical failure, saving the Utilities costly repairs.

Staff has been limited this past month due to several vacations. With limited staff the operators worked on preventive maintenance items. There were a few weather related freeze ups that the crew has been dealing with over the past week.

Water/Sewer Crew:

There is one call-in to report this month for a water main break.

- The call-in was on 12/20/2020, and it was an 8" radial crack on Rock Ave. The leak was calculated at 280 gpm or a total of 84,000 gallons. Repairs were made and service was returned.

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

ABNR Schedule Update:

- 1/19/21 Advertise for Bid
- 2/1/21 Pre-bid Onsite Walk Through
- 2/25/21 Bid Opening
- 3/11/21 Notice of Award
- 3/26/21 Receive and Review Contractor Documents
- 4/5/21 Notice to Proceed

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



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: January 11, 2021
SUBJECT: November 2020 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility continued construction on the underground feeder relocation at the WWTP in the amount of \$59,300. This work is necessary to remove existing overhead lines at the WWTP in preparation for construction early in 2021. The sewer and water utilities had minimal construction activity for the month.

MONTHLY OPERATING RESULTS – November 2020 Monthly and Year-To-Date (YTD)

Sales

Electric

- Monthly kWh sales were **3.3% below** budget & **5.3% lower** than November 2019 sales on lower residential, small and large power sales
- YTD kWh sales were **3.1% below** budget & **6.6% lower** than November 2019 YTD actual sales

Water

- Monthly sales units of 100 cubic feet were **1.0% above** budget & **1.8% higher** than November 2019 sales; usage increase in residential and industrial and decrease in commercial
- YTD water sales were **1.6% above** budget & **2.1% lower** than November 2019 YTD actual sales

Sewer

- Monthly sales units of 100 cubic feet were **7.8% below** budget & **17.0% lower** than November 2019 sales due to lower public authority volume.
- YTD sewer sales are **5.3% lower** than November 2019 YTD actual sales

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget \$243,900 and \$343,100 respectively, due to lower than budgeted demand and overall lower purchased power costs
- Gross margin was \$99,200 **above** budget
- Operating expenses were \$61,400 **below** budget primarily due to lower distribution expenses attributed cut-backs from COVID-19 project delays during the 1st quarter of 2020.
- Operating income was \$315,000 or \$142,700 **above** budget from lower power costs and the reduction in distribution expenses
- Net income was \$272,500 or \$158,500 **above** budget primarily from higher gross margins from lower purchased power costs.

Water

- Operating revenues were \$13,200 **above** budget due to overall slightly higher consumption
- Operating expenses were \$41,900 **below** budget due to fewer project and material requirements during the COVID-19 period in the 1st quarter of 2020
- Operating income was \$639,000 or \$22,000 **above** budget
- Net income was \$490,300 or \$65,500 **above** budget

Sewer

- Operating revenues were \$16,800 **above** budget on strong public authority treatment charges from the 2nd quarter of 2020
- Operating expenses were \$11,700 **above** budget on higher administrative expense allocations
- Operating income was \$270,400 or \$27,800 **below** budget
- Net income was \$262,200 or \$34,600 **below** budget on higher operating expenses including depreciation

Balance Sheets

Electric

- Balance sheet **increased** \$12,400 from October 2020
- Unrestricted cash **increased** \$13,500
- Accounts receivable **decreased** \$3,500 from lower sales for the month
- Accounts payable **decreased** \$28,400 on lower purchased power expense

Water

- Balance sheet **increased** \$42,000 from October 2020
- Total unrestricted and restricted cash **increased** \$110,500 as a result of an increase in collections and lower operating costs for the month
- Accounts receivable **decreased** \$10,600
- Net position **increased** by \$31,200

Sewer

- Balance sheet **decreased** \$21,100 from October 2020
- Unrestricted cash **increased** \$9,500 primarily from a \$12,600 **decrease** in accounts receivable

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.

- Total cash and investments **decreased** \$187,500, or 2.1% from October 2020 primarily from debt payments made in November
- Received interest and distributions of \$8,500 and recorded an unrealized **negative** market adjustment of \$4,300, along with \$600 in management fees, resulting in a net portfolio **gain** of \$3,600 for the month.
- Total interest and investment income earned on all accounts for the month was \$4,200 and \$99,600 year-to-date

OTHER FINANCIAL MATTERS

Re-Establishment of Late Payment Penalties

Beginning January 1, 2021, the Utilities will reinstate the application of late payment penalties to overdue customer balances in accordance with our current PSCW rate orders and regulations. Previously the utilities had suspended late payment penalties to comply with PSCW guidelines surrounding COVID-19 which was lifted beginning in August 2020. We continued the suspension through the remainder of the year to ease the burden on our ratepayers. It should be noted that many of our peer utilities reinstated the fees in September 2020 as permitted by the PSC but we extended ours as a benefit to our ratepayers.

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

January 8, 2021

1. **Current Projects:**

- Working with Gappa to install a new door system at City Hall for tax collection and also adding a door to the copy room in the Clerk's office to alleviate people walking through the office to get to the printer/copier.
- Met with other garbage/recycle services vendors. We have still been having issues with the merger between Waste Management and Advanced Disposal. We are currently looking at different options. Met with Waste Management to review the issues that we have been having since they have taken over the garbage/recycling services.
- Gathering information for energy Innovation grant, Met with focus on energy, J&H Contols and Cedar Corp. to discuss the cost of a boiler replacement at City Hall
- The Utilities have been helping us with Plowing since we have had 2-3 employees out for various reasons.
- Working on updating our Lockout/Tagout procedures for electrical equipment.
- Attended LAPWA meeting
- Public Information meeting was held on January 5 for the Newton/Rock Ave. project.
- Reviewing / ordering supplies for Covid19 Grant funding.
- Working with Charter to move lines for Stormwater pond on Oak Ln
- Working with Cedar Corp on building/park improvements.
- Working with DOT on HWY 26 Mill and overlay tentatively scheduled for 2024-2026
- Working with Gemmer on S. Madison St. phase 2 plans
- Working with MSA on Rock Ave and Newton Ave plans
- Working with WPPI and Focus on Energy on energy savings LED lighting at City Garage. Staff has the new lights installed.
- Working with Alliant on new gas line install on S. Madison St. for Phase 2. This work has started.
- Tanager St. Development. The weather has been good, water, sanitary, gas along with road base have been completed. Site grading will be completed in the spring.
- Working on a Capital Improvement Plan for all City buildings.

2. **DPW Crew Projects**

- Buildings & Grounds daily duties
 - Burning Brush
 - Pick-up Christmas trees
 - Clean plow trucks
 - Deliver garbage/recycle bins
 - Level and grade dirt pile next to truck stop
 - Haul brush bins
 - Plow / Salt / Spray / Shovel / Haul after snow events
 - Remove Christmas decorations from Main St.
-

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- Sign Inventory
 - Diggers Hotline Locates
 - Repaired garbage/recycle bins
 - Replace Signs
 - Trim Trees
 - Vehicle Maintenance

Administrative Assistant

- Putting information together for the 2020 MS4 annual report that is due to the DNR in March.
- Helped with tax collection in the Clerk's Office
- Updating tasks in Cartegraph to make sure they are applied to the right Work Order.
- Updated the Building Permit, Assessment Letter, and Street Opening Permit databases for 2021.
- Completed Building Permit reports for 2020.
- Scanned in property inspection reports.
- Public Information Hearing notice sent to property owners on Rock and Newton Ave.
- Snow removal complaints forwarded to Sticks-N-Stones to have them shovel properties.
- Plan Commission Agenda and Minutes.
- Zoning Board Public Hearing Notice and Agenda
- Ordinance amendments for Tanager St. stop signs and Winter Parking
- Invoices for Assessment Letters and Street Opening Permit for 2020.
- A follow-up letter was sent to property owners for the Harris Creek Easements
- Letters were sent to tree trimmers informing them of the changes for the 2021 year for disposal of yard waste.
- Assessment Letters
- Garbage complaints
- Put items (building permits / assessment letters / property maintenance letters) into Laserfiche.
- Setup zoom meeting for Plan Commission, Board of Public Works, Public Information Meeting, and Zoning Board.
- Entered Diggers Hotline located into database
- Entered equipment invoices into Cartegraph.
- Updated website.
- Monthly building permit report
- Assign account #'s to bills.

Please call 324-7918 with any questions you may have.
Jeff Daane, Director of Public Works

Senior Center

SENIOR CENTER 2020 ATTENDANCE Duplicate Count/*Individual Count	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
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	-	-	-	-	-	-	-	-	-
SPECIAL EVENTS & TRIP												
*Party/Special/Social	54	61	-	-	-	177	29	14	22	15	-	-
*Movie Afternoon/Night	26	18	-	-	-	-	-	-	-	-	-	-
*Trips	-	-	-	-	-	-	-	-	-	-	-	-
GAMES												
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	-	-	-	-	-	-	-	-	-	-
FITNESS												
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	-	-	-	-
CLUBS & CLASSES												
*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	-	-	-	-
SERVICES												
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**

WAUPUN POLICE DEPARTMENT

Monthly City Council Report

Dispatch Summary From 12/1/2020 To 12/31/2020

16 E. Main St.
Waupun, WI 53963
(920) 324-7911

Total Number of Calls for this reporting period: 967

72 HOUR DETENTION	5	MISSING ADULT	2
911 CHECK	9	NEIGHBOR DISPUTE	2
911 MISDIAL	5	NOISE COMPLAINT	5
ABANDONED VEHICLE	5	OD POISON ABN BREATH	1
ACCIDENT	12	OFFICER STAND BY	2
ACCIDENT W/BLOCKAGE	1	PAPER SERVICE	1
ACCIDENT/INJURIES	2	PARKING ENFORCEMENT	53
ALARM TEST	2	PHONE CO TESTING	1
ALPHA	1	PRISONER TRANSPORT	2
ANIMAL BITE COMP	1	RECKLESS DRIVER	2
ANIMAL COMPLAINT	4	REPOSSESSED PROPERTY	2
ANNOYING PHONE CALLS	1	RUNAWAY	2
ASSIST CITIZEN	32	SCAM	5
ASSIST MOTORIST	4	SEXUAL ASSAULT	1
ASSIST OTHER AGENCY	16	SPECIAL ASSIGNMENT	5
ATTEMPT TO LOCATE	2	STRUCTURE FIRE	1
BUILDING CHECK	16	SUBJECT STOP	3
CAR IN DITCH	1	SUSP ACTIVITY	7
CHARLIE	1	SUSP PERSON	3
CHECK WELFARE	16	SUSPICIOUS VEHICLE	12
CHILD ABUSE/NEGLECT	1	TAVERN CHECKS	2
CHILD CUSTODY	4	THEFT	8
CIVIL PROBLEM	1	THREAT COMPLAINT	2
CLICK IT GRANT	1	TRAFFIC ENFOR BYPASS	1
COMMUNITY POLICING	3	TRAFFIC ENFORC DAP	5
COUNTY AMBULANCE	43	TRAFFIC PROBLEM	5
COURT ORDER VIOLAT	1	TRAFFIC STOP	75
CR DAMAGE TO PROP	1	TRESPASSING	2
DIRECTED AREA PATROL	221	TRUANCY	9
DISORDERLY CONDUCT	4	VANDALISM	1
DOMESTIC DISPUTE	5	WARRANT	4
DRUGS/NARCOTICS	2	WARRANT OTHER AGENCY	6
ESCORT FUNERAL	8	WATER UTILITY	1
EXTRA PATROL	169	WAUPUN ORDINANCE	4
FIGHT	4	WRONG WAY DRIVER	1
FOLLOW UP	66		
FOOT PATROL	1		
FOUND ANIMAL	4		
FOUND ANIMAL CLAIMED	1		
FOUND PROPERTY	2		
FRAUD/FORGERY	3		
GAS DRIVE OFF	3		
HARASSMENT	7		
HIT AND RUN	3		
HOUSE WATCH REQUEST	18		
INFO TO DOCUMENT	2		
INFORMATION	1		
INTOXICATED DRIVER	1		
INTOXICATED SUBJECT	5		
INTRUSION ALARM	7		
LEWD/LACIVIOUS	1		

Waupun Police Department Update –December Report

Meetings –WI Emergency Management Planning Meeting, FDL County Opioid Coalition LE Pillar meeting, Dodge and FDL County LEX Meeting, FDL Drug Unit Meeting, Aging Coalition Meeting, PFC Meeting, Local Emergency Planning Committee Meeting, and Emergency Detention Meeting.

Training – Firearms Training and –k-9 Training

Evidence Room- continue purging, destroying and returning evidence.

Events – Department of Justice Audit of Secure Facilities.

Hiring process – Officer Dumke and Officer Kearns sworn in.

Complaints

Ambulance –On Saturday December 26, 2020 officers responded to a residence in the first hundred block of Taylor St for a report of a non-breathing 38-year-old Waupun man and CPR was in progress. While on scene officers took over CPR and learned that this may be an opioid overdose. Narcan was administered by officers and the man regained consciousness and was transported to the hospital. A 38-year-old Waupun woman was also cited for Possession of Controlled Substances.

Daybreak Investigation – Seeing successful results after the audit by the State in correcting violations.

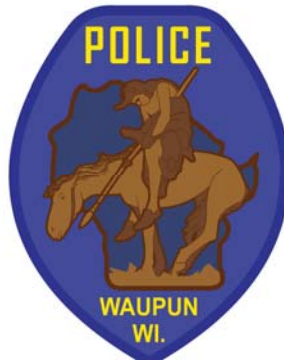
Death Investigation – currently awaiting toxicology, but nothing suspicious and believed to be overdose of prescription meds- awaiting final autopsy protocol

Sexual assault investigation - assisted P & P. Subject held on P & P hold but no charges files as no acts occurred

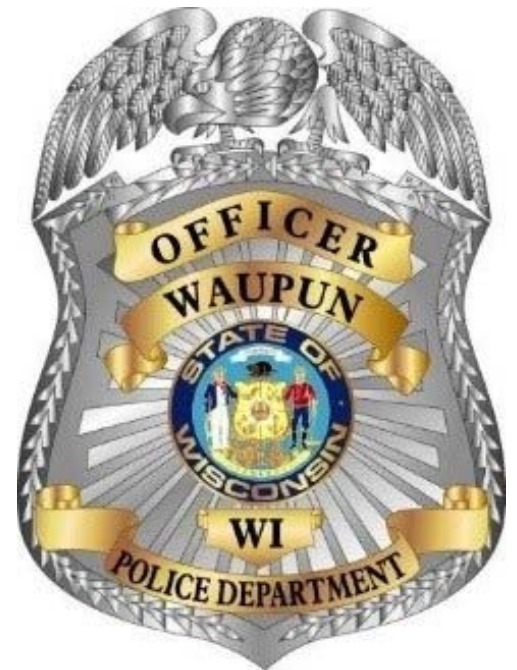
Check Welfare complaint- elderly female allegedly scammed out of in excess of \$500,000. ADRC involved and female no longer engaging in scam and isn't out any more money

Follow-up to fraud investigation - charges filed against female suspect, but currently conducting follow-up for Dodge Co. DA's office

Theft of money investigation - conducting follow-up and interviewing victim and suspects- still conducting follow-up



Waupun Police Department 2020 Annual Report



Message From Chief Scott Loudon

Year 2020 at the Waupun Police Department was somewhat strange but again rewarding. The city of Waupun was ranked as the 13th safest city in Wisconsin. The year began as 2019 ended, very busy. We were seeing summertime call volumes in January and February, then COVID 19 hit. We learned that we were able to successfully operate our records department from other locations, even an employee's home. We had to cancel county wide training events that the department was organizing and other training events that our officers were going to attend were unfortunately canceled too. Numerous community events that we normally participate in and/or organize were also canceled. Nationally, law enforcement took a hit due to some use of force violations and/or concerns. That being said, the community of Waupun has shown enormous support to our police department and the officers. Citizens have personally stated we support you, posted online statements backing us, and many citizens and businesses even dropped off delicious treats at the PD as a gesture to show support for law enforcement. We are committed to providing a safe environment so that citizens and visitors can work, live, and enjoy a high quality of life. I'd like to personally thank all of the members of the police department for their hard work and dedication to this community. See you in 2021!

Chief Scott Loudon





Retirements

Left – Detective Brian O'Donovan retired after 38 year of service to the City of Waupun.

Right – Records Clerk Carla Wojahn retired after 17 years of service to the City of Waupun.

Departures

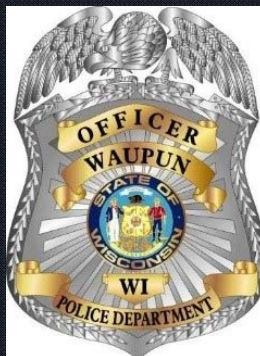
- Officer Chris Schreiber took a police officer position with the Fox Crossing Police Department after 11 years of service to the City of Waupun.
- Officer Brad Rasmussen took a police officer position with the Ripon Police Department after 3 years of service to the City of Waupun
- Officer Travis Fix resigned after 12 years of service to the City of Waupun.





(Left) Lieutenant of Investigations Ted Sullivan – Sworn In 12/02/2019
Ted came to Waupun Police Department after working over 20 years with the Dodge County Sheriff's Office. He was a Detective, Crash Reconstructionist, and Drug Recognition Expert with the Sheriff's Office.

(Right) Lieutenant Robert "Bobby" Williams – Sworn In 05/15/2020
Bobby was promoted to Patrol Lieutenant after 5 years working as a patrol officer. In this time he has also worked as a Field Training Officer, Cellebrite Analyst, and Drug Task Force Member. Bobby also participated and organized numerous community programs.



DEPARTMENT ROSTER



K9 Boomer - Serving Since 2017

Administration

Serving Since

Chief Scott Loudon	04/12/2000
Deputy Chief Jeremy Rasch	01/16/2002
Admin Assistant Dawn Greenfield	10/14/2013
Records Clerk Danyelle DeBoer	01/21/2019
Patrol Lieutenant Joe Pfalzgraf	07/31/2000
Patrol Lieutenant Brad Brzezinski	06/10/2003
Patrol Lieutenant Robert Williams	12/21/2014
Investigations Lieutenant Ted Sullivan	12/02/2019

Officers

Serving Since

PSLO Jason Hraban	11/02/1998
Patrol Officer Mike Navis	10/18/2002
Patrol Officer Trevor Kreitzman	01/08/2004
K9 Officer Ryan Schneider	02/19/2013
Patrol Officer Andrew Halverson	11/04/2016
Patrol Officer Brett Gerritsen	06/08/2017
Patrol Officer Ali Tipton	10/23/2017
Patrol Officer Annie Cedarquist	12/17/2018
Patrol Officer Graham Dumke	12/21/2020
Patrol Officer Nick Kearns*	12/21/2020

*Officer in Training at Recruit Academy

What's New at the PD

-Waupun Safest City In Wisconsin Ranking
Ranked #8 by Homesnacks.com
Ranked #13 by Alarm.org

-Waupun PD and Ripon PD teamed up to purchase the Cellebrite Investigative System. Lieutenant Williams is our analyst.

-Waupun PD is ICAC affiliated and investigating Internet Crimes Against Children Cases.

-Fond du Lac County IS is now servicing the Waupun Police and Fire Departments and numerous security updates were implemented.

-Waupun PD implemented a Police Chaplain Program. Pastors Brent Matzen and Doug Shotsky were selected to be the chaplains.

-John Forsythe retired from the Police and Fire Commission after 19 years of service to the city.

-Waupun PD joined the Lake Winnebago Area Meg Unit. Lieutenant Williams and Officer Schneider are assigned to LWAM.

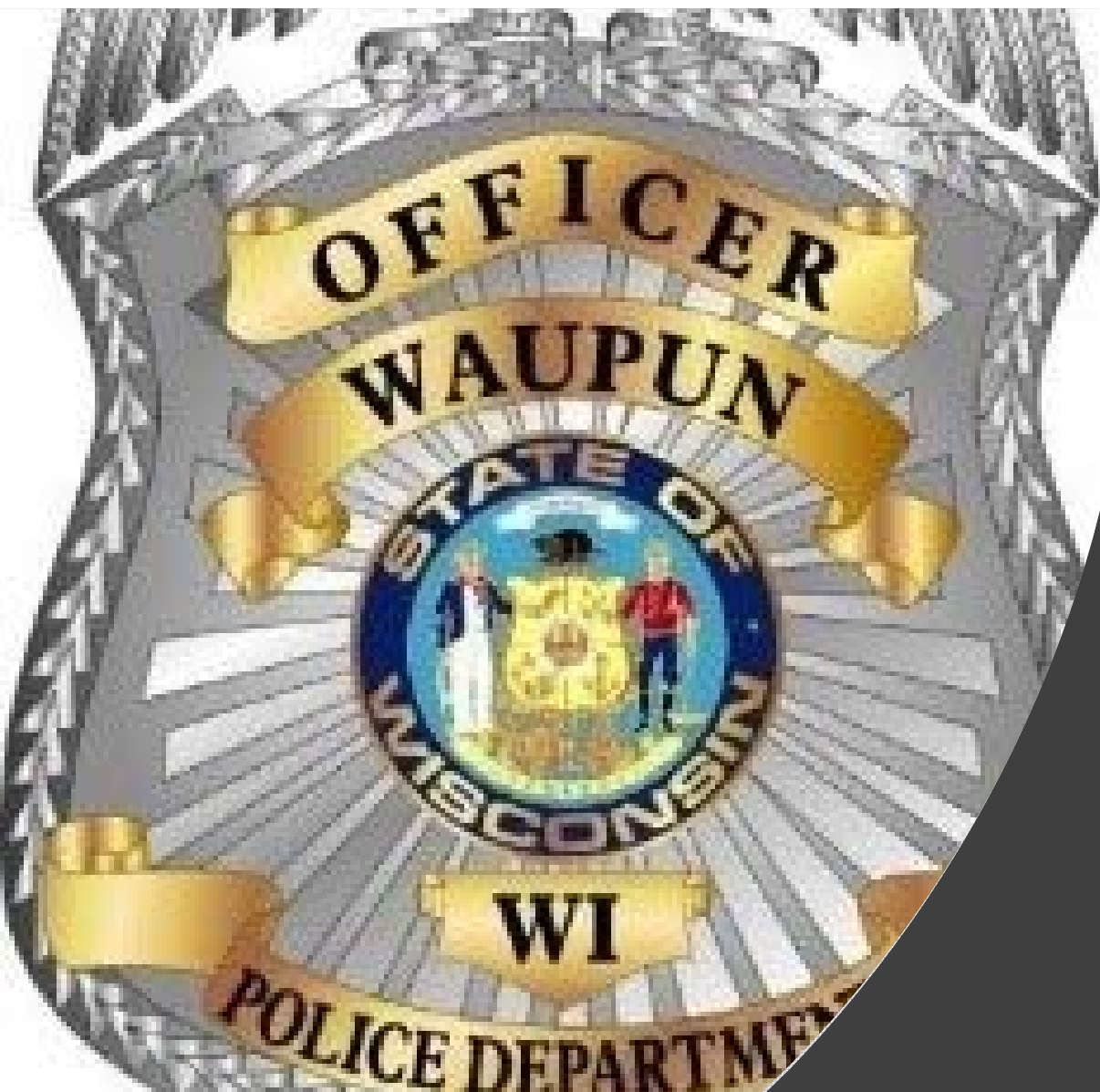
-Waupun PD joined the Quad County Critical Incident Stress Management Team. Deputy Chief Rasch is a team member.

-Danyelle Deboer went to Full Time status as our Records Clerk.

-Lieutenant Pfalzgraf worked with Fire Chief Demaa and Dodge EM Director Nehls on an emergency management grant in which Dodge County and the City of Waupun were awarded to participate in the IEM Course at the Emergency Management Institute in 2021.

-Implemented COVID 19 Policies and Procedures and had success with Records Personnel working remotely.

-Reviewed all department policies and all statutory required policies were approved by CVMIC.



2020 Department Awards

Our annual department awards program was implemented in 2017 to formally recognize the outstanding efforts and accomplishments of our staff.

Life Saving Award

Officer Trevor Kreitzman

Officer AJ Halverson

Lieutenant Brad Brzezinski

Investigations Pin

Lieutenant of Investigations Ted Sullivan

Officers and Community

2020 was a difficult year with COVID 19 but here are a few photos showing our dedication to community outreach.

- In 2020 the police department teamed up with the senior center and offered a senior citizen police academy. This program was a huge success and we hope to continue this program in the future.
- It's always fun to have youth groups like the Boy Scouts and Girls Scouts come to visit the police department.
- Officer Jason Hraban is pictured with Governor Evers, Representative Born, Dodge EM Amy Nehls, and DOSO Detective Reissmann after a school safety bill was signed.



Officers and Community

2020 was a difficult year with COVID 19 but here are a few photos showing our dedication to community outreach.

- Officers Ali Tipton and Annie Cedarquist are making sure our Waupun ducklings are safe.
- The December 2019 Breakfast with Santa event was a huge hit with the community and those who volunteered. A mother kindly passed her baby to Officer Chris Schreiber as she needed an additional hand for registration.
- Officers Ryan Schneider and Trevor Kreitzman providing a K9 demo and drug enforcement update. Boomer joined to show off his skills.





Officers and Community

2020 was a difficult year with COVID 19 but here are a few photos showing our dedication to community outreach.

- Officers Rasmussen and Halverson celebrating Officer Halverson's Cheese for Heroes PD Appreciation prizes.
- Our Annual K9 Brat Fry Fundraiser was again a huge success thanks to the community support. Current officers are pictured with some retired staff including Retired Chief Tom Winscher, Retired Detective Brian O'Donovan, and retired Records Clerk Carla Wojahn.
- Officer Schneider and Boomer taking a photo with a future police officer at the K9 Brat Fry.

WAUPUN POLICE DEPARTMENT

Monthly City Council Report

Dispatch Summary From 1/1/2020 To 12/31/2020

16 E. Main St.
Waupun, WI 53983
(920) 324-7911

Total Number of Calls for this reporting period: 12,239

72 HOUR DETENTION	54	ESCORT FUNERAL	60
911 CALL UNKNOWN	1	EVICIONS	2
911 CHECK	128	EXTRA PATROL	1,856
911 MISDIAL	65	FIGHT	10
ABANDONED VEHICLE	27	FINISHED CONTROLBURN	1
ACCIDENT	93	FIRE ALARM	46
Accident PreAlert	1	FIRE GENERIC	5
ACCIDENT W/BLOCKAGE	9	FIRE WORKS COMPLAINT	30
ACCIDENT/INJURIES	17	FLOODING	3
ALARM TEST	37	FOLLOW UP	666
ALPHA	1	FOOT PATROL	58
ANIMAL ABUSE	7	FOOT PURSUIT	1
ANIMAL BITE COMP	20	FOUND ANIMAL	36
ANIMAL COMPLAINT	123	FOUND ANIMAL CLAIMED	5
ANNOYING PHONE CALLS	4	FOUND JUVENILE	2
ASSIST CITIZEN	385	FOUND PROPERTY	62
ASSIST MOTORIST	58	FRAUD/FORGERY	25
ASSIST OTHER AGENCY	156	FUEL ASSISTANCE	1
ATTEMPT TO LOCATE	50	GAS DRIVE OFF	69
ATV COMPLAINT	19	GAS LEAK	9
AUTO THEFT	10	HARASSMENT	49
BIKE STOP	7	HIGH SPEED CHASE	2
BUILDING CHECK	285	HIT AND RUN	25
BURGLARY	8	HOUSE WATCH REQUEST	261
CAR FIRE	2	INFO TO DOCUMENT	16
CAR IN DITCH	6	INFORMATION	30
CAR VS DEER	1	INTOXICATED DRIVER	18
CARCASS IN ROADWAY	1	INTOXICATED SUBJECT	20
CHAPTER 51	1	INTRUSION ALARM	122
CHARLIE	3	JA/UNDERAGE/ALCOHOL	8
CHECK WELFARE	225	JUVENILE PROBLEM	103
CHILD ABUSE/NEGLECT	10	LAW ASSIST FIRE	16
CHILD CUSTODY	37	LEWD/LACIVIOUS	4
CIVIL PROBLEM	53	LITTERING	7
CLICK IT GRANT	23	LOITERING	14
COMMUNITY POLICING	31	LOST ANIMAL	1
COMPUTER COMPLAINTS	3	LOST ANIMAL LOCATED	7
CONTROLLED BURN	1	LOST PROPERTY	6
COUNTY AMBULANCE	470	MISSING ADULT	14
COURT ORDER VIOLAT	10	MISSING JUVENILE	8
CR DAMAGE TO PROP	25	NEIGHBOR DISPUTE	16
CRIMES W/CHILDREN	3	NOISE COMPLAINT	71
DEATH INVESTIGATION	1	NOTIFY MED EXAMINER	8
DELTA	1	OCCUPIED DISABLED	9
DEPARTMENT K9 DOG	20	OD POISON ABN BREATH	1
DEPUTY RESERVE	4	OFFICER STAND BY	46
DIRECTED AREA PATROL	2,594	OPEN DOOR	16
DISORDERLY CONDUCT	91	PAPER SERVICE	52
DOMESTIC DISPUTE	94	PARKING ENFORCEMENT	290
DRUG RECOGNITION EV.	2	PHONE CO TESTING	7
DRUGS/NARCOTICS	39	PORNOGRAPHY	1

PRISONER TRANSPORT	29
PROBATION HOLD/VIOL	4
PROWLER	1
PUBLIC HEALTH ORDER	19
RAILROAD COMP/INFO	2
RECKLESS DRIVER	92
REPOSSESSED PROPERTY	10
RESTRAIN ORDER VIOL	5
ROAD OPEN/REPAIR	2
RUNAWAY	14
SCAM	30
SEARCH WARRANT	1
SEX OFFE. COMP. TEAM	1
SEX OFFENDER	4
SEXUAL ASSAULT	14
SHOPLIFTER	6
SKATEBOARD COMPLAINT	1
SPECIAL ASSIGNMENT	94
SPEED GRANT	23
STALKING	2
STRUCTURE FIRE	10
SUBJECT STOP	61
SUBJECT WITH WEAPON	1
SUSP ACTIVITY	146
SUSP PERSON	48
SUSPICIOUS VEHICLE	227
TALKS/TOURS	2
TAVERN CHECKS	49
THEFT	70
THREAT COMPLAINT	51
TRAFFIC COMPLAINT	7
TRAFFIC ENFOR BYPASS	7
TRAFFIC ENFORC DAP	44
TRAFFIC PROBLEM	53
TRAFFIC STOP	1,319
TRESPASSING	18
TRUANCY	19
UNDERAGE POSSESSION	1
VANDALISM	22
VEHICLE LOCKOUT	7
VIN CHECK	1
WARRANT	32
WARRANT OTHER AGENCY	41
WATER UTILITY	6
WAUPUN ORDINANCE	107
WEATHER RELATED INFO	7
WRONG WAY DRIVER	10

National Incident Based Reporting System

Waupun PD Crime Counts by Incident/Arrest Date						
Crime Category	2015 Offenses	2016 Offenses	2017 Offenses	2018 Offenses	2019 Offenses	1/1/20-11/30/20 Offenses
Total	377	313	287	355	324	239
Crimes Against Persons	70	44	46	57	32	35
Murder & Non-Negligent Manslaughter	0	0	0	0	1	0
Manslaughter by Negligence	0	0	0	0	0	0
Sex Offenses	17	11	13	15	7	10
Rape	11	6	8	7	1	6
Sodomy	0	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0	0
Fondling	6	5	5	8	6	4
Sex Offenses - Nonforcible	9	4	9	2	5	5
Incest	0	0	0	0	0	2
Statutory Rape	9	4	9	2	5	3
Assault Offenses	44	27	22	39	19	17
Aggravated Assault	23	13	1	5	1	6
Simple Assault	19	12	16	30	17	10
Intimidation	2	2	5	4	1	1
Kidnapping/Abduction	0	2	2	1	0	3
Human Trafficking	0	0	0	0	0	0
Human Trafficking Commercial Sex Acts	0	0	0	0	0	0
Human Trafficking Involuntary Servitude	0	0	0	0	0	0
Crimes Against Property	207	176	136	154	124	102
Robbery	0	1	0	0	0	0
Burglary	23	19	8	13	9	4
Theft/Larceny	98	87	70	75	53	35
Theft - Pocket-Picking	0	0	0	0	0	0
Theft - Purse Snatching	0	0	0	0	0	0
Theft - Shoplifting	12	12	12	9	5	3
Theft From Building	18	7	4	2	5	2
Theft From Coin-Op. Machine	0	0	1	0	1	0
Theft From Motor Vehicle	7	9	4	3	11	0

Theft of Motor Vehicle Parts	1	0	0	0	3	1
Waupun PD Crime Counts by Incident/Arrest Date						
Crime Category	2015 Offenses	2016 Offenses	2017 Offenses	2018 Offenses	2019 Offenses	1/1/20-11/30/20 Offenses
Theft - All Other Larceny	60	59	49	61	28	29
Motor Vehicle Theft	2	3	4	5	2	3
Stolen Property Offenses	0	0	0	0	0	1
Arson	0	0	0	0	2	0
Counterfeiting/Forgery	7	3	4	7	4	2
Fraud Offenses	21	20	19	15	15	26
Fraud - False Pretenses	12	16	17	9	9	13
Fraud - Credit Card/ATM	6	1	1	3	1	3
Fraud - Impersonation	3	3	1	3	5	5
Fraud - Welfare	0	0	0	0	0	0
Fraud - Wire	0	0	0	0	0	0
Fraud - Identity Theft	0	0	0	0	0	5
Fraud - Hacking/Computer Invasion	0	0	0	0	0	0
Embezzlement	2	2	3	2	3	0
Extortion/Blackmail	1	0	1	0	0	1
Bribery	0	0	0	0	0	0
Destruction/Vandalism	53	41	27	37	36	30
Crimes Against Society	100	93	105	144	168	102
Weapon Law Violations	6	3	1	0	4	1
Prostitution Offenses	0	0	1	0	0	3
Prostitution	0	0	1	0	0	3
Prostitution - Assisting	0	0	0	0	0	0
Prostitution - Purchasing	0	0	0	0	0	0
Drug/Narcotic Offenses	92	86	100	143	160	95
Drug/Narcotics Violations	47	50	61	89	96	50
Drug Equipment Violations	45	36	39	54	64	45
Gambling Offenses	0	0	0	0	0	0
Gambling - Betting	0	0	0	0	0	0
Gambling - Operating	0	0	0	0	0	0

Gambling - Equipment Violations	0	0	0	0	0	0
Gambling - Sports Tampering	0	0	0	0	0	0
Waupun PD Crime Counts by Incident/Arrest Date						
Crime Category	2015 Offenses	2016 Offenses	2017 Offenses	2018 Offenses	2019 Offenses	1/1/20-11/30/20 Offenses
Pornography	2	4	3	1	2	3
Animal Cruelty	0	0	0	0	2	0
Total Group B Arrests	N/A	N/A	N/A	N/A	N/A	N/A
Bad Checks	N/A	N/A	N/A	N/A	N/A	N/A
Curfew/Loitering/Vagrancy	N/A	N/A	N/A	N/A	N/A	N/A
Disorderly Conduct	N/A	N/A	N/A	N/A	N/A	N/A
Driving Under the Influence	N/A	N/A	N/A	N/A	N/A	N/A
Family Offenses Nonviolent	N/A	N/A	N/A	N/A	N/A	N/A
Liquor Law Violation	N/A	N/A	N/A	N/A	N/A	N/A
Peeping Tom	N/A	N/A	N/A	N/A	N/A	N/A
Trespass of Real Property	N/A	N/A	N/A	N/A	N/A	N/A
All Other Offenses	N/A	N/A	N/A	N/A	N/A	N/A

**December 2020 numbers will be available by the end of January



5 Year Call Volume Comparison

Year	Calls for Service
2020	12,239
2019	13,447
2018	14,006
2017	11,088
2016	12,019



AGENDA SUMMARY SHEET

MEETING DATE: 01/12/21

TITLE: Ordinance to amend Ch.6.05(5) entitled Traffic Code-Winter Parking

AGENDA SECTION: RESOLUTIONS & ORDINANCES

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:

Proposed Ordinance (Red-Striked)

Proposed Ordinance

MOTIONS FOR CONSIDERATION:

1. Motion to waive the first reading and adopt Ordinance # _____ to amend Chapter 6.05(5) entitled Traffic Code-Winter Parking to clarify overnight winter parking.
2. Motion to accept the first reading of the Ordinance to amend Chapter 6.05(5) entitled Traffic Code-Winter Parking to clarify overnight winter parking.
3. Do nothing and the ordinance fails.

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":

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 centersouthern~~ 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 - ____

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) 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.

(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":

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 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 in any parking space between the hours of 8:00 a.m. and 11:00 a.m. 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.

(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



AGENDA SUMMARY SHEET

MEETING DATE: 01/12/21

TITLE: Ordinance to amend Ch.6.03(2) entitled Traffic Code-Other Intersection Controls

AGENDA SECTION: RESOLUTIONS & ORDINANCES

PRESENTER: Jeff Daane Director of Public Works

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

ISSUE SUMMARY:

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

This is on the January 12th BPW agenda for approval.

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:

ATTACHMENTS:

Proposed Ordinance

MOTIONS FOR CONSIDERATION:

1. Motion to waive the first reading and adopt Ordinance # _____ to amend Chapter 6.03(2) entitled Traffic Code-Other Intersection Controls to include stop sign placement at the intersection of Tanager and County Park Road and Tanager and N. Harris Ave.
2. Motion to accept the first reading of the ordinance to amend Chapter 6.03(2) entitled Traffic Code-Other Intersection Controls to include stop sign placement at the intersection of Tanager and County Park Road and Tanager and N. Harris Ave.
3. Do nothing and the ordinance fails.

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.

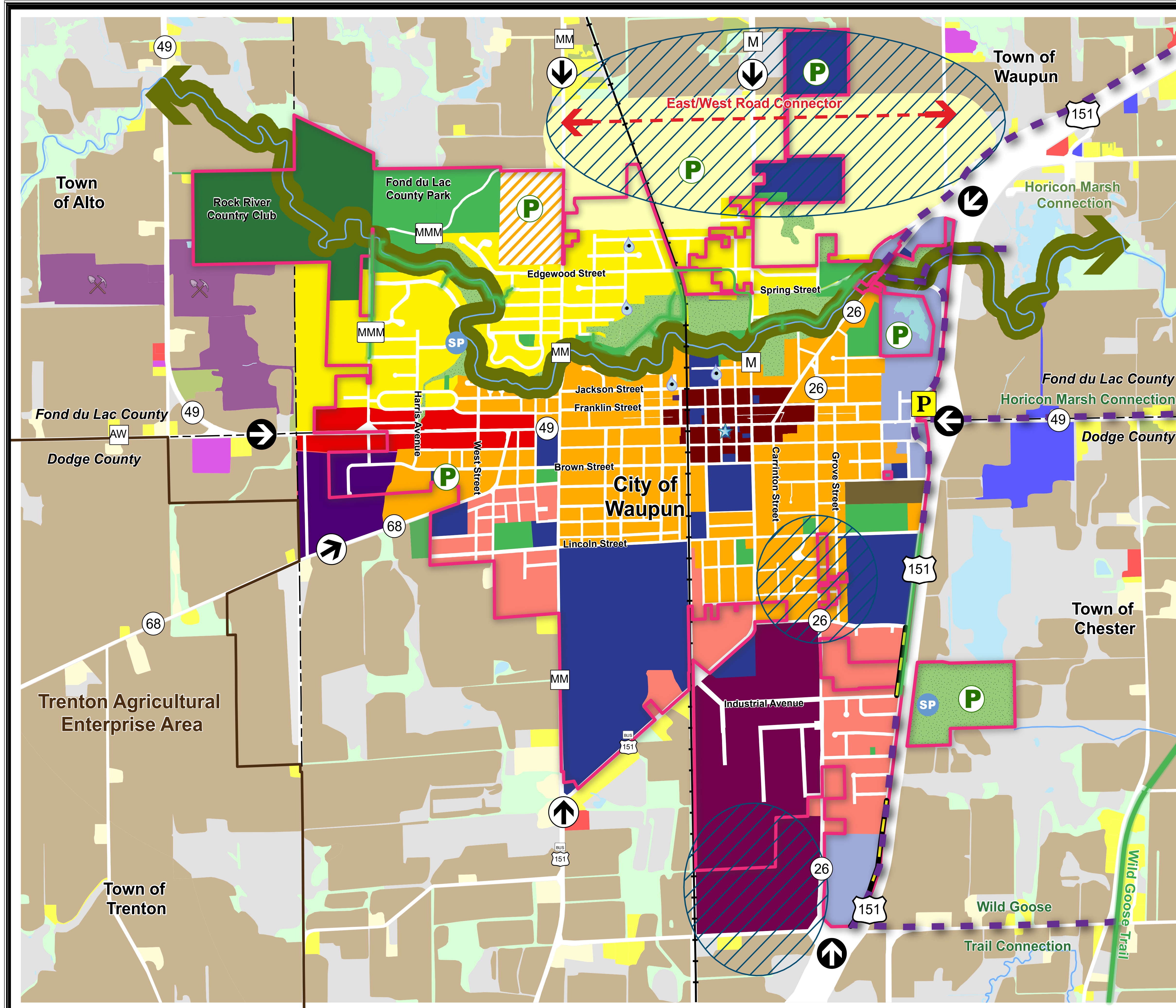
Enacted this _____ day of _____, 2021.

Julie Nickel
Mayor

ATTEST:

Angela Hull
City Clerk

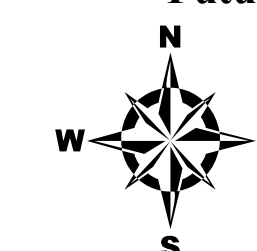
Map 8-3 City of Waupun Comprehensive Plan Future Land Use



- | Existing | Future/Conceptual |
|--|--|
| Existing Quarries | Conceptual Parks |
| Wells | Future Park N Ride |
| Railroad | Proposed Stormwater Pond |
| Existing Trails | Road Extension of Shaler Drive |
| City Hall | Proposed Trails |
| Trenton Agricultural Enterprise Area | Intergovernmental Coordination Area |
| Public Parks & Recreational Facilities | Community Gateways (Minor) |
| Single Family Residential | Community Gateways (Major) |
| Farmsteads | Environmentally Sensitive Areas*** |
| Multi-Family | Downtown Business District |
| Mobile Home Parks | Neighborhood Commercial Corridor |
| Commercial | Highway Commercial District |
| Industrial | Industrial District |
| Quarries | Industrial Park District |
| Institutional Facilities | Residential Neighborhood Investment Area |
| Transportation | Residential District |
| Utilities/Communications | Mixed Use Residential |
| Non-Irrigated Cropland | High Density Residential District |
| Private Recreational Facilities | Future Residential District |
| Planted Woodlands | Senior Residential District |
| General Woodlands | |
| Open Other Land | |
| Water | |

***Environmentally Sensitive Areas are Defined as:
Wetlands (> 5 Acres)
Floodways
75' Stream Buffer
Areas Zoned Conservancy

Source:
Base data: Dodge & Fond du Lac Counties, 2016
Existing Land Use: ECWRPC, 2015
Future Land Use: ECWRPC, 2018



0 0.25 0.5
Scale in Miles

This data was created for use by the East Central Wisconsin Regional Planning Commission Geographic Information System. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. East Central Wisconsin Regional Planning Commission disclaims all liability regarding fitness of the information for any use other than for East Central Wisconsin Regional Planning Commission business.

PREPARED JANUARY 2021 BY:





AGENDA SUMMARY SHEET

MEETING DATE: 01-12-21

TITLE: Performance Issues with Current Waste and Recycling Contract

AGENDA SECTION: DISCUSSION/CORRESPONDENCE

PRESENTER: Administrator Schlieve
Public Works Daane

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	N/A – Discussion Only	

ISSUE SUMMARY:

The City provides waste and recycling services as a contracted service. Recently, Waste Management acquired our previous vendor (Advanced Disposal). Since early November, we have been logging numerous resident complaints about service failures and have had ongoing meetings with Waste Management leadership to work to rectify known problems. We are would provide an overview of the situation and work to date and would like to discuss next steps as it pertains to restoring service levels to an acceptable level.

STAFF RECOMENDATION:

None

ATTACHMENTS:

RECOMENDED MOTION:

Discussion only