



A G E N D A
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, February 08, 2022 at 6:00 PM

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

Join Zoom Meeting:

<https://us02web.zoom.us/j/87807374034?pwd=dEYydE5uV3hoTDRieml0SG5JbTVaQT09>

Meeting ID: 878 0737 4034

Passcode: 464890

Dial by your location: 312 626 6799

CALL TO ORDER

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

ROLL CALL--Mayor to excuse any absent members

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

1. Cameron Pokorny and Norah Ganske, local Waupun FFA Chapter- Proclamation National FFA Week February 19-26, 2022

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.

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

BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES

3. Community Development Authority 10-19-21
4. Plan Commission 12-8-2021
5. Recreation and Wellness 12-15-21
6. Common Council 1-11-22
7. Committee of the Whole 1-25-22
8. Library Board 1-19-22

DEPARTMENT REPORTS

9. Police Department
10. Fire Department
11. Library
12. Recreation
13. Public Works
14. Building Inspection
15. Administrator

RESOLUTIONS AND ORDINANCES:

16. Resolution Amending the Articles of Organization and the By-Laws of East Central WI Regional Planning Commission

- [17.](#) Resolution Authorizing 2021 Budget Amendments in a Series of Funds
- [18.](#) Resolution Approving the Carry Forward of Unexpended 2021 Appropriations
- [19.](#) Resolution Approving Assignment of General Fund Balances in Accordance with Governmental Accounting Standards

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

- [20.](#) 2022 City of Waupun Public Works Equipment Rates *(Board of Public Works 2-8-22)*
- [21.](#) 2022 Asphalt Paving Contract Award of Bid *(Board of Public Works 2-8-22)*
- [22.](#) 2022 Sidewalk Management Program Award of Bid

MAYORAL CORRESPONDENCE/PRESENTATIONS

- [23.](#) 2022 Waupun Chamber of Commerce Waupunies Event-Thursday, February 24, 2022

CLOSED SESSION

The Waupun Common Council will adjourn in closed session under Section 19.85 (1) (c) (g) 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.

(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

24. Consideration of Employment for Light Equipment Operator
25. Koehler vs. City of Waupun

OPEN SESSION

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

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.



NATIONAL FFA WEEK PROCLAMATION

Whereas, FFA and agricultural education provide a strong foundation for the youth of America and the future of food, fiber and natural resources systems; and

Whereas, FFA promotes premier leadership, personal growth and career success among its members; and

Whereas, agricultural education and FFA ensure a steady supply of young professionals to meet the growing needs in the science, business and technology of agriculture; and

Whereas, the FFA motto —“Learning to Do, Doing to Learn, Earning to Live, Living to Serve” —gives direction and purpose to these students who take an active role in succeeding in agricultural education; and

Whereas, FFA promotes citizenship, volunteerism, patriotism and cooperation.

Therefore, I do hereby designate the week of Feb. 19-26, 2022, as National FFA Week.

Signature

Date



AGENDA SUMMARY SHEET

MEETING DATE: 2-8-22

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

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

ISSUE SUMMARY:

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

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

Tuesday, February 22, 2022	Committee of the Whole
Tuesday, March 8, 2022	Common Council
Tuesday, March 29, 2022	Committee of the Whole
Tuesday, April 12, 2022	Common Council
Tuesday, April 19, 2022	Special Council-Seating of the Council
Tuesday, April 26, 2022	Committee of the Whole

License and Permit Applications

OPERATOR LICENSE:

Kristine Salkowski

TEMPORARY CLASS B Fermented Malt Beverage License

None

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	
01/25/2022	66	BAKER TILLY US, LLP	156.00	
01/25/2022	67	KWIK TRIP STORES	5,947.76	
01/25/2022	68	WELLS FARGO PAYMENT REMITT.	1,705.94	
01/28/2022	69	CREXENDO	448.83	
01/28/2022	70	FAITH TECH, INC.	1,760.17	
01/30/2022	103309	CORELOGIC TAX SERVICES, LLC	901.22	M
01/30/2022	103310	MARSH, DAVID	2,177.86	M
01/30/2022	103311	KOEHN, AUSTIN	1,690.44	M
01/30/2022	103312	WHITE, RITA	99.96	M
02/03/2022	103314	AMAZON CAPITAL SERVICES	223.26	
02/03/2022	103315	ACS RBHS LLC	47,500.00	
02/03/2022	103316	ASSOCIATED APPRAISAL CONSULTA	3,134.33	
02/03/2022	103317	BADGER TRAILER & POWER	2,895.00	
02/03/2022	103318	BALLWEG IMPLEMENT	60.90	
02/03/2022	103319	BATTERIES PLUS LLC	49.32	
02/03/2022	103320	BAYCOM	740.06	
02/03/2022	103321	BEAVER DAM LOCK & SECURITY	400.00	
02/03/2022	103322	BEER, MIKE	100.00	
02/03/2022	103323	BRUNTJEN, DUSTIN	2,262.30	
02/03/2022	103324	CASPERS TRUCK EQUIPMENT	166.00	
02/03/2022	103325	CEDAR CORPORATION	15,848.98	
02/03/2022	103326	CHARTER COMMUNICATIONS	134.98	
02/03/2022	103327	CNA SURETY	30.00	
02/03/2022	103328	CONTREE	436.77	
02/03/2022	103329	DAILY CITIZEN	413.49	
02/03/2022	103330	DESTINATION LAKE WINNEBAGO RE	4,846.78	
02/03/2022	103331	DEVRIES WELDING LLC	280.00	
02/03/2022	103332	DIGGERS HOTLINE	852.80	
02/03/2022	103333	DODGE COUNTY TREASURER	143,789.12	
02/03/2022	103334	DUMKE, GRAHAM	153.00	
02/03/2022	103335	EMERGENCY MEDICAL PRODUCTS	627.58	
02/03/2022	103336	FOND DU LAC COUNTY TREASURER	4,969.66	
02/03/2022	103337	GALLS, LLC	97.78	
02/03/2022	103338	GRAND VALLEY INSPECTION SERVIC	7,001.80	
02/03/2022	103339	GRAY'S	2,093.00	
02/03/2022	103340	GUNDERSON, INC.	250.22	
02/03/2022	103341	H & R SAFETY SOLUTIONS LLC	52.75	
02/03/2022	103342	HAMMES FIRE & SAFETY	223.00	
02/03/2022	103343	HOMAN AUTO -GATEWAY	43.12	
02/03/2022	103344	HORICON BANK	100,000.00	
02/03/2022	103345	JOHN FABICK TRACTOR CO	108.09	
02/03/2022	103346	MONROE TRUCK EQUIPMENT, INC	547.83	
02/03/2022	103347	NEENAH FOUNDRY COMPANY	3,454.87	
02/03/2022	103348	NICKEL, JULIE	40.00	
02/03/2022	103349	NORTHERN LIGHTS DISPLAY	542.50	
02/03/2022	103350	OPEN TEXT INC	106.54	
02/03/2022	103351	O'REILLY AUTOMOTIVE INC	113.88	
02/03/2022	103352	OSHKOSH OFFICE SYSTEMS	213.24	
02/03/2022	103353	PETTY CASH-CITY HALL	84.00	
02/03/2022	103354	PIGGLY WIGGLY DISCOUNT FOODS	13.38	

Check Issue Date	Check Number	Payee	Amount
02/03/2022	103355	PLUIM, JOAN	368.01
02/03/2022	103356	REGISTRATION FEE TRUST	169.50
02/03/2022	103357	SHARE CORPORATION	174.58
02/03/2022	103358	SIRCHIE ACQUISITION COMPANY LLC	107.06
02/03/2022	103359	STAPLES CREDIT PLAN	309.87
02/03/2022	103360	STAR CRANE & HOIST SERVICE - WI I	345.00
02/03/2022	103361	TITAN PUBLIC SAFETY SOLUTIONS LL	788.00
02/03/2022	103362	TRUCK COUNTRY	99.10
02/03/2022	103363	TRU CLEANERS LLC	4,532.81
02/03/2022	103364	UNIFORM SHOPPE	171.99
02/03/2022	103365	US CELLULAR	386.70
02/03/2022	103366	VANDE ZANDE & KAUFMAN, LLP	517.33
02/03/2022	103367	VON BRIESEN & ROPER, S.C.	413.00
02/03/2022	103368	WAUPUN AREA ANIMAL SHELTER, INC	1,000.00
02/03/2022	103369	WAUPUN CHAMBER OF COMMERCE	80.00
02/03/2022	103370	WAUPUN EQUIPMENT COMPANY, INC.	28.00
02/03/2022	103371	WAUPUN UTILITIES	135.52
02/03/2022	103372	TOP PACK DEFENSE LLC	82.79
Grand Totals:			<u>369,497.77</u>

Report Criteria:

Report type: Summary

Report Criteria:

[Report].Invoice Date = 01/25/2022,01/28/2022,01/30/2022,02/03/2022

Invoice	Description	Invoice Date	Total Cost	GL Account
48 AMAZON CAPITAL SERVICES				
17L3-4YQT-39KY	Humidifiers	02/03/2022	70.88	100-10-5141-3-38
137W-QDMY-LLMD	Zero Waste Dog Waste Roll Bags	02/03/2022	152.38	100-70-5410-3-36
Total 48 AMAZON CAPITAL SERVICES:			223.26	
449 ACS RBHS LLC				
2-3-22	Incentive Pmt 2 per DA term 6a-5 SFR, 3 Duplex	02/03/2022	47,500.00	418-70-5436-8-00
Total 449 ACS RBHS LLC:			47,500.00	
1787 ASSOCIATED APPRAISAL CONSULTAN				
160722	Monthly services - Feb 2022	02/03/2022	3,134.33	100-30-5152-3-38
Total 1787 ASSOCIATED APPRAISAL CONSULTAN:			3,134.33	
3076 BADGER TRAILER & POWER				
2-3-22	ATV Utility Trailer	02/03/2022	2,895.00	410-70-5412-4-00
Total 3076 BADGER TRAILER & POWER:			2,895.00	
4005 BAKER TILLY US, LLP				
BT1975123	TID 1 Closeout Audit Fees	01/25/2022	156.00	402-21100
Total 4005 BAKER TILLY US, LLP:			156.00	
4015 BALLWEG IMPLEMENT				
P30987	ball bearing/seal/steering arm	02/03/2022	60.90	100-70-5411-3-36
Total 4015 BALLWEG IMPLEMENT:			60.90	
4078 BATTERIES PLUS LLC				
P48092754	Batteries - 6V & 9V	02/03/2022	49.32	100-70-5410-3-36
Total 4078 BATTERIES PLUS LLC:			49.32	
4089 BAYCOM				
EQUIPINV_036116	pager cases	02/03/2022	250.03	100-50-5230-3-38
EQUIPINV_036116	pager cases	02/03/2022	490.03	100-50-5232-3-38
Total 4089 BAYCOM:			740.06	
5022 BEAVER DAM LOCK & SECURITY				
29432	replace locks at safety building	02/03/2022	400.00	100-70-5410-3-36
Total 5022 BEAVER DAM LOCK & SECURITY:			400.00	
5035 BEER, MIKE				
2-3-22	Waupun EMR screen printing on high-vis jackets	02/03/2022	100.00	100-50-5230-3-38
Total 5035 BEER, MIKE:			100.00	
6330 BRUNTJEN, DUSTIN				
2-3-22	CDA - New Business Attraction	02/03/2022	2,262.30	405-70-5436-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 6330 BRUNTJEN, DUSTIN:			2,262.30	
7070 CASPERS TRUCK EQUIPMENT				
0051823-IN	replacement Hydraulic 4 Bolt	02/03/2022	166.00	100-70-5411-3-36
Total 7070 CASPERS TRUCK EQUIPMENT:			166.00	
8046 CEDAR CORPORATION				
110069	Senior/Community Center Grant App	02/03/2022	2,222.50	400-20-5513-8-00
110068	Senior Center Design & Planning	02/03/2022	670.00	400-20-5513-8-00
110070	Professional Services - Safety Building - thru 1-15-22/202	02/03/2022	7,982.48	400-40-5211-8-00
110070	Professional Services - Safety Building - thru 1-15-22/202	02/03/2022	4,974.00	400-40-5211-8-00
Total 8046 CEDAR CORPORATION:			15,848.98	
10048 CHARTER COMMUNICATIONS				
13430-JAN22	city hall - internet	02/03/2022	134.98	100-10-5197-3-31
Total 10048 CHARTER COMMUNICATIONS:			134.98	
10338 CNA SURETY				
2-3-22	notary bond - Petersen	02/03/2022	30.00	100-10-5141-3-38
Total 10338 CNA SURETY:			30.00	
10475 CONTREE				
70050	replace pump on salt brine	02/03/2022	436.77	100-70-5435-3-36
Total 10475 CONTREE:			436.77	
10500 CORELOGIC TAX SERVICES, LLC				
1-30-22	2021 Tax Payment Refund - Pellett	01/30/2022	901.22	100-13850
Total 10500 CORELOGIC TAX SERVICES, LLC:			901.22	
10651 CREXENDO				
JAN2022	City Hall Phone Charges - Jan 2022	01/28/2022	330.85	100-10-5197-3-31
JAN2022	Senior Center Phone Charges - Jan 2022	01/28/2022	23.64	100-20-5513-3-31
JAN2022	Garage Phone Charges - Jan 2022	01/28/2022	94.34	100-70-5412-3-31
Total 10651 CREXENDO:			448.83	
10920 DAILY CITIZEN				
FEB2022	annual subscription - city hall	02/03/2022	413.49	100-10-5110-3-35
Total 10920 DAILY CITIZEN:			413.49	
11275 DESTINATION LAKE WINNEBAGO REGION				
2-3-22	70% Of Room Tax - Dec 2021	02/03/2022	4,846.78	430-70-5436-3-42
Total 11275 DESTINATION LAKE WINNEBAGO REGION:			4,846.78	
11276 DEVRIES WELDING LLC				
01680	remove & rebuild control bar	02/03/2022	280.00	100-70-5411-3-36
Total 11276 DEVRIES WELDING LLC:			280.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
11297 DIGGERS HOTLINE				
2-3-22	1st prepayment 2022	02/03/2022	852.80	700-10-5192-3-38
Total 11297 DIGGERS HOTLINE:			852.80	
12000 DODGE COUNTY TREASURER				
2-3-22	Pmt rec after closing taxes - from SSM Health	02/03/2022	143,789.12	100-13850
Total 12000 DODGE COUNTY TREASURER:			143,789.12	
12172 DUMKE, GRAHAM				
2-3-22	Clothing allowance	02/03/2022	36.93	100-12634
2-3-22/1	Clothing allowance	02/03/2022	116.07	100-12634
Total 12172 DUMKE, GRAHAM:			153.00	
12530 EMERGENCY MEDICAL PRODUCTS				
2310678	EMR supplies	02/03/2022	607.59	100-50-5230-3-38
2313349	EMR supplies	02/03/2022	19.99	100-50-5230-3-38
Total 12530 EMERGENCY MEDICAL PRODUCTS:			627.58	
12676 FAITH TECH, INC.				
JAN2022	energy efficiency ACH pmt 28 of 60	01/28/2022	1,760.17	300-10-5935-6-00
Total 12676 FAITH TECH, INC.:			1,760.17	
13700 FOND DU LAC COUNTY TREASURER				
2-3-22	Pmt Rec after closing taxes - from SSM Health	02/03/2022	4,969.66	100-13850
Total 13700 FOND DU LAC COUNTY TREASURER:			4,969.66	
14160 GALLS, LLC				
020164575	safety vest	02/03/2022	97.78	100-40-5212-3-38
Total 14160 GALLS, LLC:			97.78	
14698 GRAND VALLEY INSPECTION SERVICES				
2022-29	Building Insp/Zoning Admin for Jan 2022	02/03/2022	7,001.80	230-30-5241-3-38
Total 14698 GRAND VALLEY INSPECTION SERVICES:			7,001.80	
14720 GRAY'S				
37406	snow plow blades	02/03/2022	2,093.00	100-70-5435-3-36
Total 14720 GRAY'S:			2,093.00	
15075 GUNDERSON, INC.				
1085842	CITY HALL rugs - Jan 2022	02/03/2022	68.07	100-70-5410-3-38
1083218	Library Rugs - Jan 2022	02/03/2022	66.17	100-70-5410-3-38
1087681	Garage supplies - Jan 2022	02/03/2022	29.15	100-70-5411-3-38
1087682	Uniform/charges - Jan 2022	02/03/2022	19.89	100-70-5411-3-38
1085065	Garage supplies - Jan 2022	02/03/2022	47.05	100-70-5411-3-38
1085066	Uniform/charges - Jan 2022	02/03/2022	19.89	100-70-5411-3-38
Total 15075 GUNDERSON, INC.:			250.22	

Invoice	Description	Invoice Date	Total Cost	GL Account
15297 H & R SAFETY SOLUTIONS LLC				
6730	first aid - garage	02/03/2022	19.85	100-70-5410-3-38
6733	first-aid senior center	02/03/2022	21.90	100-70-5410-3-38
6732	first aid - city hall	02/03/2022	11.00	100-70-5410-3-38
Total 15297 H & R SAFETY SOLUTIONS LLC:			52.75	
15452 HAMMES FIRE & SAFETY				
38179	Service Call/fire exting recharge	02/03/2022	91.00	100-50-5232-3-36
38200	Annual inspection deep fryer at Comm Center	02/03/2022	132.00	100-70-5410-3-36
Total 15452 HAMMES FIRE & SAFETY:			223.00	
15950 HOMAN AUTO -GATEWAY				
740754	service on Durango - PD	02/03/2022	43.12	100-40-5212-3-36
Total 15950 HOMAN AUTO -GATEWAY:			43.12	
16015 HORICON BANK				
2-3-22	Reimbursement Pmt 2 per DA terms 5,6(c)-13 total units (02/03/2022	100,000.00	418-70-5436-8-00
Total 16015 HORICON BANK:			100,000.00	
16663 JOHN FABICK TRACTOR CO				
PIMK0160349	tube exhaust	02/03/2022	95.84	100-70-5411-3-36
PIMK0160348	freight	02/03/2022	12.25	100-70-5411-3-36
Total 16663 JOHN FABICK TRACTOR CO:			108.09	
17112 KOEHN, AUSTIN				
1-30-22	Refund Overpayment of Tax Bill 2021	01/30/2022	1,690.44	100-13850
Total 17112 KOEHN, AUSTIN:			1,690.44	
17175 KWIK TRIP STORES				
PD-DEC21	Police Dept monthly fuel - Dec 2021	01/25/2022	2,281.73	100-40-5212-3-38
FD-DEC21	Fire dept monthly fuel - Dec 2021	01/25/2022	303.35	100-50-5232-3-38
DPW-DEC21	DPW monthly fuel purchases - Dec 2021	01/25/2022	3,179.81	100-70-5411-3-38
DPW-DEC21	DPW monthly fuel purchases - Dec 2021	01/25/2022	182.87	700-10-5191-3-38
Total 17175 KWIK TRIP STORES:			5,947.76	
18545 MARSH, DAVID				
1-30-22	Refund Over Payment of Tax Bill 2021	01/30/2022	2,177.86	100-13850
Total 18545 MARSH, DAVID:			2,177.86	
19390 MONROE TRUCK EQUIPMENT, INC				
839666	pump for brine tank	02/03/2022	547.83	100-70-5411-3-36
Total 19390 MONROE TRUCK EQUIPMENT, INC:			547.83	
20300 NEENAH FOUNDRY COMPANY				
442529	inlet grate frame repairs	02/03/2022	3,454.87	700-10-5192-3-36
Total 20300 NEENAH FOUNDRY COMPANY:			3,454.87	

Invoice	Description	Invoice Date	Total Cost	GL Account
20480 NICKEL, JULIE				
2-3-22	Reimbursement for cell phone use - Feb 2022	02/03/2022	40.00	100-10-5131-3-31
Total 20480 NICKEL, JULIE:			40.00	
20622 NORTHERN LIGHTS DISPLAY				
22-0021	Christmas Lights repair - bulbs	02/03/2022	542.50	100-70-5410-3-36
Total 20622 NORTHERN LIGHTS DISPLAY:			542.50	
20799 OPEN TEXT INC				
RC633504	IGC Standard Support/Braval Desktop	02/03/2022	106.54	100-40-5211-3-38
Total 20799 OPEN TEXT INC:			106.54	
20800 O'REILLY AUTOMOTIVE INC				
2391-457085	diesel fuel treatment	02/03/2022	113.88	100-50-5232-3-38
Total 20800 O'REILLY AUTOMOTIVE INC:			113.88	
20900 OSHKOSH OFFICE SYSTEMS				
AR71762	City Hall Color Copier 6333 - contract - Jan 2022	02/03/2022	213.24	100-10-5141-3-36
Total 20900 OSHKOSH OFFICE SYSTEMS:			213.24	
21450 PETTY CASH-CITY HALL				
2-3-22	Pluim retirement supplies	02/03/2022	84.00	100-10-5110-3-38
Total 21450 PETTY CASH-CITY HALL:			84.00	
21665 PIGGLY WIGGLY DISCOUNT FOODS				
6766	water for rehab - FD	02/03/2022	13.38	100-50-5232-3-38
Total 21665 PIGGLY WIGGLY DISCOUNT FOODS:			13.38	
21896 PLUIM, JOAN				
2-3-22	Prepare Active Voter Postcards 2022	02/03/2022	368.01	100-10-5142-1-10
Total 21896 PLUIM, JOAN:			368.01	
22677 REGISTRATION FEE TRUST				
2-3-22	Ambulance title and license plate	02/03/2022	169.50	100-50-5230-3-38
Total 22677 REGISTRATION FEE TRUST:			169.50	
23589 SHARE CORPORATION				
190655	hand soap	02/03/2022	174.58	100-70-5410-3-36
Total 23589 SHARE CORPORATION:			174.58	
23681 SIRCHIE ACQUISITION COMPANY LLC				
0527948-IN	evidence bags	02/03/2022	107.06	100-40-5213-3-38
Total 23681 SIRCHIE ACQUISITION COMPANY LLC:			107.06	
24108 STAPLES CREDIT PLAN				
2-3-22	share of office supplies	02/03/2022	41.82	100-10-5131-3-30
2-3-22	share of office supplies	02/03/2022	41.81	100-10-5141-3-30

Invoice	Description	Invoice Date	Total Cost	GL Account
2-3-22	share of office supplies	02/03/2022	41.82	100-10-5191-3-30
2-3-22	share of office supplies	02/03/2022	41.81	100-20-5513-3-30
2-3-22	share of office supplies	02/03/2022	41.81	100-70-5420-3-30
2-3-22	share of office supplies	02/03/2022	41.81	100-80-5670-3-30
2-3-22	Binders for Building Inspector	02/03/2022	58.99	230-30-5241-3-30
Total 24108 STAPLES CREDIT PLAN:			309.87	
24114 STAR CRANE & HOIST SERVICE - WI INC				
2035-W	Annual OSHA Inspect & PM All Units	02/03/2022	345.00	100-70-5411-3-38
Total 24114 STAR CRANE & HOIST SERVICE - WI INC:			345.00	
25068 TITAN PUBLIC SAFETY SOLUTIONS LLC				
5397	TIPSS Courts - Annual Support	02/03/2022	788.00	100-40-5211-3-38
Total 25068 TITAN PUBLIC SAFETY SOLUTIONS LLC:			788.00	
25445 TRUCK COUNTRY				
X202686188:01	replace sensor	02/03/2022	99.10	100-70-5411-3-36
Total 25445 TRUCK COUNTRY:			99.10	
25450 TRU CLEANERS LLC				
CW020122	cleaning service for City of Waupun - for Jan 2022	02/03/2022	4,052.81	100-70-5410-3-38
CW020122-A	additional cleaning service due to Covid-19 - for Jan 2022	02/03/2022	480.00	100-70-5410-3-38
Total 25450 TRU CLEANERS LLC:			4,532.81	
25482 UNIFORM SHOPPE				
317840	clothing allowance	02/03/2022	119.99	100-12634
317840	uniform flags - FD	02/03/2022	52.00	100-50-5231-3-38
Total 25482 UNIFORM SHOPPE:			171.99	
25760 US CELLULAR				
0485958164	Clerk cell phone - Jan 2022	02/03/2022	66.20	100-10-5141-3-31
0485958164	Economic Developer/Administrator cell phone - Jan 2022	02/03/2022	42.92	100-10-5191-3-31
0485958164	Kast Hotspot #190 - Jan 2022	02/03/2022	68.93	100-10-5197-3-31
0485958164	Recreation cell phone - Jan 2022	02/03/2022	81.22	100-20-5513-3-31
0485958164	DPW Director/Foreman monthly cell phone - Jan 2022	02/03/2022	84.51	100-70-5420-3-31
0485958164	Library monthly cell - Jan 2022	02/03/2022	42.92	210-60-5511-3-31
Total 25760 US CELLULAR:			386.70	
26042 VANDE ZANDE & KAUFMAN, LLP				
13376	Traffic monthly attorney fees - Jan 2022	02/03/2022	517.33	100-10-5161-3-38
Total 26042 VANDE ZANDE & KAUFMAN, LLP:			517.33	
26465 VON BRIESEN & ROPER, S.C.				
380910	Personnel Issues - Dec 2021	02/03/2022	413.00	100-10-5143-3-38
Total 26465 VON BRIESEN & ROPER, S.C.:			413.00	
26790 WAUPUN AREA ANIMAL SHELTER, INC				
FEB2022	Monthly Contract - Feb 2022	02/03/2022	1,000.00	100-40-5343-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 26790 WAUPUN AREA ANIMAL SHELTER,INC:			1,000.00	
26900 WAUPUN CHAMBER OF COMMERCE				
2022-1046	Associate Member	02/03/2022	80.00	100-10-5110-3-34
Total 26900 WAUPUN CHAMBER OF COMMERCE:			80.00	
27000 WAUPUN EQUIPMENT COMPANY, INC.				
10926W	filter	02/03/2022	28.00	100-70-5411-3-36
Total 27000 WAUPUN EQUIPMENT COMPANY, INC.:			28.00	
27450 WAUPUN UTILITIES				
5433	WPPI support - Jan 2022	02/03/2022	77.50	100-10-5197-3-38
5412	Verizon Charges - DPW I-pads - Jan 2022	02/03/2022	58.02	100-70-5420-3-31
Total 27450 WAUPUN UTILITIES:			135.52	
27935 WELLS FARGO PAYMENT REMITT.				
KATHY-NOV21/DEC21	Zoom Subscription - Dec 2021 - Dec 2022	01/25/2022	299.80	100-10-5197-3-38
SCOTT-DEC21	clothing allow - Louden	01/25/2022	41.13	100-12634
SCOTT-DEC21	Pizza Ranch - staff meeting - PD	01/25/2022	78.63	100-40-5211-3-38
SCOTT-DEC21	Staples - office supplies - PD	01/25/2022	98.76	100-40-5211-3-38
SCOTT-DEC21	Staples - office supplies - PD	01/25/2022	65.50	100-40-5213-3-38
BJ-NOV21/DEC21	Amazon - replace computer mouse - FD	01/25/2022	54.45	100-50-5231-3-38
BJ-NOV21/DEC21	rehab apparel - FD	01/25/2022	400.65	100-50-5231-3-38
BJ-NOV21/DEC21	presentation software - FD	01/25/2022	264.00	100-50-5231-3-38
BJ-NOV21/DEC21	overlimit fee - FD	01/25/2022	39.00	100-50-5231-3-38
BJ-NOV21/DEC21	Facebook - ads for outreach events - FD	01/25/2022	119.05	100-50-5233-3-35
KATHY-NOV21/DEC21	ICMA Registration - Schlieve	01/25/2022	70.00	100-80-5670-3-37
BRET-DEC21	Spectrum bill - library	01/25/2022	174.97	210-60-5511-3-31
Total 27935 WELLS FARGO PAYMENT REMITT.:			1,705.94	
28143 WHITE, RITA				
1-30-22	Refund Overpayment of Tax Bill 2021	01/30/2022	99.96	100-13850
Total 28143 WHITE, RITA:			99.96	
300187 TOP PACK DEFENSE LLC				
7593	clothing allowance - Halverson	02/03/2022	82.79	100-12634
Total 300187 TOP PACK DEFENSE LLC:			82.79	
Grand Totals:			369,497.77	

Report GL Period Summary

GL Period	Amount
02/22	354,609.59
01/22	7,378.28
12/21	7,509.90

GL Period	Amount
Grand Totals:	<u><u>369,497.77</u></u>

Vendor number hash: 1724339
Vendor number hash - split: 2297361
Total number of invoices: 89
Total number of transactions: 114

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	369,497.77	.00	369,497.77
Grand Totals:	<u><u>369,497.77</u></u>	<u><u>.00</u></u>	<u><u>369,497.77</u></u>

Report Criteria:

[Report].Invoice Date = 01/25/2022,01/28/2022,01/30/2022,02/03/2022



MINUTES
CITY OF WAUPUN COMMUNITY DEVELOPMENT
AUTHORITY MEETING
In-Person & Teleconference
Tuesday, October 19, 2021 at 8:00 AM

Committee Members Present:

Gary DeJager
Derek Drews
Julie Nickel
Sue VandeBerg
Jill Vanderkin
Nancy Vanderkin
Cassandra VerHage

Staff Present:

Kathy Schlieve Administrator
Sarah Van Buren Community & Economic Development Coordinator
Dan Vande Zande..... Attorney

Other:

Janelle Kartechner..... Stone + Suede
Lauren Tillema Stone + Suede

CALL TO ORDER

Mayor Julie Nickel called the meeting of the Community Development Authority to order at 8:01 a.m.

ROLL CALL

Roll call and quorum determined.

PERSONS WISHING TO ADDRESS THE COMMUNITY DEVELOPMENT AUTHORITY

None.

CONSIDERATION - ACTION

- 1. Approval of Agenda/Motion to Deviate**
A motion to approve the agenda, was made by Mr. DeJager and seconded by Ms. J. Vanderkin, passing unanimously.
- 2. Approval of September 21, 2021 Community Development Authority Open Session Minutes**
A motion to approve the September 21, 2021 Community Development Authority open session minutes was made by Ms. N. Vanderkin and seconded by Ms. J. Vanderkin, passing unanimously.
- 3. Approval of September 21, 2021 Community Development Authority Closed Session Minutes**
A motion to approve the September 21, 2021 Community Development Authority closed session minutes was made by Mr. DeJager and seconded by Ms. VerHage, passing unanimously.
- 4. Approval of September 2021 Financial Statement**
A motion to approve the September 2021 financial statement was made by Ms. N. Vanderkin and seconded by Ms. J. Vanderkin, passing unanimously.

STATUS OF OUTSTANDING GRANT APPLICATIONS

- 5. 312 E. Main Street – Targeted Reinvestment Grant**
In the absence of Mr. Collien, Ms. Van Buren provided an update on the project. Due to mold issues discovered during demolition, and delays in the supply chain for things like windows and door, the project is about 3 months behind schedule. The project is anticipated to be completed in the spring and an extension is being requested.

A motion to approve the extend the deadline until April 30, 2022 was made by Ms. N. Vanderkin and seconded by Ms. VerHage, passing unanimously.

6. 312 E. Main Street – Downtown Revitalization Grant

In the absence of Mr. Collien, Ms. Van Buren provided an update on the project. Due to mold issues discovered during demolition, and delays in the supply chain for things like windows and door, the project is about 3 months behind schedule. The project is anticipated to be completed in the spring and an extension is being requested.

A motion to approve the extend the deadline until April 30, 2022 was made by Ms. J. Vanderkin and seconded by Mr DeJager, passing unanimously.

DOWNTOWN SMALL BUSINESS COVID-19 TECHNOLOGY GRANT REQUEST

7. Stone + Suede (417 E. Main St.)

Lauren Tillema, Stone + Suede, submitted a Downtown Small Business COVID-19 Technology Grant application for the business located at 417 E. Main Street, for the development of website for their new business. The total project cost is \$8,000.

A motion to approve up to 75% of eligible project costs, not to exceed \$5,000, was made by Mr. DeJager and seconded by Ms. J. Vanderkin, passing unanimously.

DISCUSSION ITEMS

8. Administrator Report

Administrator Schlieve provided the following updates:

- Continue to work with owner of 431 E. Main St. regarding the needed improvements to the space in order for an interested business to start occupying the space in January. Staff is hoping to present a plan to this group in December.
- Working on CDI grant for 417 E. Main St. and staff is working on getting the appropriate costs estimates for green space and back alley improvements to be included in the request.
- Work continues on the 2022 budget to approval by City Council on November 9th. Funding programs offered by the CDA will look different.
- Public Works Director has finalized the wayfinding signage and has received approval from the Board of Public Works
- Staff has been busing responding to State ARPA grants. There are three projects that are being submitted; the Senior Center, Implementation of McCune Park Master Plan, and new turf for the baseball complex.
- The 2022 budget is being presented to the City Council tonight. The primary drivers for the budget are costs associated to the EMR program, police staffing and retention, and increase to insurance costs.
- Preliminary findings of the transportation utility feasibility study were presented to the Council.
- Continuing through due diligence process of the industrial park project.

ADVANCED PLANNING

9. Potential Agenda Items

- 2022 CDA Budget
- Draft CDI project

11. Date of Next Scheduled Meeting

The next meeting is scheduled for November 16, 2021 at 8:00 a.m.

ADJOURNMENT

A motion to adjourn was made by Ms. N. Vanderkin and seconded by Mr. DeJager passing unanimously. The meeting adjourned at 8:31 a.m.



MINUTES
CITY OF WAUPUN PLAN COMMISSION MEETING
Waupun City Hall – 201 Main Street, Waupun, WI
Wednesday, December 8 , 2021 at 4:30 p.m.

Plan Commission Members Present:

- Jeff Daane
- Jon Dobbratz
- Mike Matouschek
- Jerry Medema
- Julie Nickel
- Jill Vanderkin

Plan Commission Members Absent:

- Elton TerBeest (unexcused)

Staff Present:

- B.J. DeMaaChief, Waupun Police Department
- Susan Leahy Building Inspector/Zoning Administrator
- Kathy Schlieve Administrator
- Sarah Van BurenCommunity & Economic Development Coordinator

Other:

- Steve Brooks
- Mark Buteyn
- Frank Mesa
- Kaylee Morse
- Nicholas Newman
- Bob Patrouille
- Scott Peters
- Wilson Sarmiento
- Dean Schultz
- Tim Vanderkin
- Isaac Vang
- Greg Zonnefeld

CALL TO ORDER:

Mayor Nickel called the meeting of the Plan Commission to order at 4:30 p.m.

ROLL CALL:

Roll call and quorum determined.

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION:

None.

FUTURE MEETINGS AND GATHERINGS INVOLVING THE PLAN COMMISSION

CONSIDERATION-ACTION:

1. Approval of minutes of the September 29, 2021 meeting

A motion to approve the September 29, 2021 minutes was made by Mr. Medema and seconded by Mr. Dobbratz, passing unanimously.

2. Public Hearing – Ordinance Amendment to Section 16.01(10) of the Waupun Municipal Code

Administrator Schlieve provided a brief update regarding the requested action.
A motion to close the public hearing was made by Mr. Matoushek and seconded by Mr. Dobbratz, passing unanimously.

A motion to approve the Ordinance Amendment to Section 16.01(10) of the Waupun Municipal Code, as presented, along with the updated land use map was made by Mr. Matoushek and seconded by Mr. Medema, passing unanimously.

3. Public Hearing – Conditional Use Permit Application of Scott Peters at 26 W. Main St. to operate a U-Haul Dealer and construct a 2 stall garage for small engine repair and vehicle service per Section 16.04(2)(d)(ix) and 16.04(2)(d)(v) of the Waupun Municipal Code.

Mr. Peters provided a summary of the proposed project requiring a conditional use permit.

A motion to close the public hearing was made by Mr. Dobbratz and seconded by Mr. Matoushek, passing unanimously.

Conditions of Approval:

- No more than three vehicles to be serviced at a time.
- No repair parts to be stored outside.
- Installation of a privacy fence on the north side of property.

A motion to approve the Conditional Use Permit application of Scott Peters at 26 W. Main St., with the conditions listed, was made by Mr. Dobbratz and seconded by Mr. Matoushek, passing unanimously.

4. Public Hearing – Conditional Use Permit Application of Kaylee Morse at 906 W. Main St. to operate a Doggie Daycare per section 16.04(3)(d)(v) of the Waupun Municipal Code.

Ms. Morse was present to review plan for doggie daycare to open at 906 W Main St. Discussion surrounding noise and lack of outdoor area to potty/exercise dogs was had. Ms. Leahy presents that upon review she sees no requirement to establish conditions and recommends approval of the conditional use permit. No further discussion and no public comment.

A motion to close the public hearing was made by Mr. Matoushek and seconded by Ms. Vanderkin, passing unanimously.

A motion to approve the Conditional Use Permit application of Kaylee Morse was made by Mr. Matoushek and seconded by Ms. Vanderkin, passing unanimously.

5. Site Plan Review – Central Wisconsin Christian School – 301 Fox Lake Rd.

Mr. Schultz, from Excel Engineering, provided an overview of the project.

A motion to approve the site plan for Central Wisconsin Christian School was made by Mr. Medema and seconded by Mr. Dobbratz, passing unanimously.

6. Site Plan Review – Veterans Memorial Wall – Shaler Park

Mr. Mesa, from the Waupun VFW, provided an overview of the project.

A motion to approve the site plan for the Veterans Memorial Wall at Shaler Park was made by Mr. Dobbratz and seconded by Mr. Matoushek, passing unanimously.

7. Site Plan Review – Kwik Trip at 800 W. Main St.

Mr. Newman, from Kwik Trip, provided an overview of the project.

A motion to approve the site plan for Kwik Trip located at 800 W. Main St. was made by Mr. Medema and seconded by Mr. Matoushek, passing unanimously.

8. Site Plan Review – Waupun Public Utilities – 501 Fond du Lac St.

Mr. Brooks, from Waupun Public Utilities, provided an overview of the USDA-Rural project occurring at 501 Fond du Lac St.

Ms. Vanderkin left the meeting at 5:32 p.m.

A motion to approve the site plan for the Waupun Public Utilities located at 501 Fond du Lac St. was made by Mr. Matoushek and seconded by Mr. Dobbratz, passing unanimously.

ADJOURNMENT

The motion to adjourn was made by Mayor Nickel and seconded by Mr. Matoushek, passing unanimously. The meeting adjourned at 5:33 p.m.



MINUTES
CITY OF WAUPUN RECREATION & WELLNESS
BOARD MEETING
In-Person & Teleconference
Wednesday, December 15, 2021 at 4:30 p.m.

Committee Members Present:

Rohn Bishop City Council
Sandy Buchholz..... Citizen
BJ DeMaa, ex-officio (arrived at 4:48 p.m.)..... Waupun Fire Department
Karen Gibbs Church Health Services
Will Langford (arrived at 4:38 p.m.) City Council
Scott Loudon, ex-officio Waupun Police Department
Julie Nickel, ex-officio Mayor
Linda Nickel Citizen
Diane Posthuma (arrived at 4:32 p.m.) Waupun Memorial Hospital
Terri Respalje Waupun Food Pantry
Darian Schmitz REACH Waupun

Committee Members Absent:

Steve Hill, ex-officio (excused) Waupun School District
Mike Matoushek (excused)..... City Council

Guests:

Jeanne LudjackDimensional Learning Systems

Staff Present:

Rachel Kaminski.....Waupun Senior Center
Kathy Schlieve Administrator
Sarah Van BurenCommunity & Economic Development Coordinator

CALL TO ORDER:

In the absence of Chair Matoushek, Vice-Chair Gibbs called the meeting to order at 4:31 p.m.

ROLL CALL OF BOARD MEMBERS:

Roll call of board members determined a quorum of voting members were present.

Ms. Posthuma arrived at 4:32 p.m.

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. L. Nickel and seconded by Ms. Respalje, passing unanimously.

2. Approval of September 8, 2021 Recreation & Wellness Board Meeting Minutes

A motion to approve the September 8, 2021 Recreation & Wellness Board meeting minutes was made by Ms. L. Nickel and seconded by Ms. Respalje, passing unanimously.

3. Approval of Board Vision Statement

Ms. Ludjack asked all in-person participants to select their preferred vision statement.

Mr. Langford arrived at 4:38 p.m.

For those participating virtually, their votes were given verbally. Once all votes were compiled, the second option for vision statements received the most votes.

COMMUNITY WELLNESS PLANNING WORKSHOP #4

4. LIFE Report Indicators

Administrator Schlieve provided an overview of the document included in the meeting packet. Ms. Gibbs stated Dodge County is working on compiling a similar report.

Mr. DeMaa arrived at 4:48 p.m.

5. Establish Work Plan and Establish Priorities for 2022

Ms. Ludjack led a discussion on the big-picture of the group moving forward. The goal of this agenda item is to prioritize the categories within the matrix included in the meeting packet and then divide into work groups. Work groups would meet at the regular meeting with report out to the large group.

To help prioritize the categories, Administrator went over the document included in the meeting packet. When discussing each category, feedback was requested as to what activities, resources, and partners may be missing.

Ms. Ludjack asked participants to also think about the findings of the LIFE Report and determine what factors from that report should be included in the matrix. In the absence of Mr. Hill, Administrator Schlieve highlighted diversity and test scores. Ms. Gibbs recommended adding a new "Education" category to capture the items suggested by Administrator Schlieve. A motion to create an Education category was made by Ms. L. Nickel and seconded by Ms. Respalje, passing unanimously.

The group was asked to pick two categories to focus on for the City and the Committee. Both voting and non-voting members casted their votes. The results of committee assignments will be done in advance of the next meeting.

6. Introduce Waupun Community Fund Purpose and Discuss Priorities

Administrator Schlieve provided an update regarding the Waupun Community Fund that was approved by the City Council on December 14, 2021.

ADVANCED PLANNING:

7. Potential Agenda Items

- Committee breakouts

8. Date of Next Scheduled Meeting

- The next meeting will be January 12, 2022 at 4:30 p.m.

ADJOURNMENT

A motion to adjourn the meeting was made by Ms. L. Nickel and seconded by Ms. Respalje, passing unanimously. The meeting adjourned at 5:43 p.m.



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, January 11, 2022 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:

Virtually: Mayor Nickel, Alderman Vanderkin

In-Person: Alderman Kaczmariski, Alderman Langford, Alderman Bishop, Alderman Matoushek, Alderman Westphal

Members absent and excused: None

Management Staff present is:

Virtually: Clerk Hull, Attorney VandeZande, Police Chief Loudon, Library Director Jaeger, Recreation Director Kaminski, Finance Director Kast, Fire Chief Demaa

In-Person: Director of Public Works Daane, Administrator Schlieve

Staff absent and excused: Utility Finance Director Stanek, General Utility Manager Brooks

City Staff present is:

Virtually: Community and Economic Development Coordinator VanBuren

Audience in attendance is:

Virtually: Jason Whitford

In-Person: Zak Dickhut

Media in attendance:

Virtually: None Ken Thomas of the Daily Citizen

In-Person: None

PERSONS WISHING TO ADDRESS COUNCIL

No persons address the Council

CONSENT AGENDA

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

RESOLUTIONS AND ORDINANCES:

Ordinance to amend Ch.6.05(3) entitled Traffic Code-Parking Limitations

Motion Matoushek, second Bishop to waive the first reading and adopt Ordinance 22-01 to amend Chapter 6 entitled Traffic Code with the revision of providing the Director of Public Works or his designee the authority to authorize parking and spelling error: "of" to "or". Motion carried 6-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

Certified Survey Map- Soodsma Properties LLC (1 W. Main, 5 W. Main, 8 W Jefferson) Plan Commission 1-10-22

Motion Vanderkin, second Bishop to approve the Certified Survey Map, Soodsma Properties LLC to divide parcels (1 W. Main, 5 W. Main, 8 W Jefferson). Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

20. 2021 City of Waupun Housing Fee Report

Vanburen provides the WI State Legislature requires communities of 10,000 population or more to provide two separate annual reports related to housing affordability and housing fees in an effort to shed light and foster change on affordable housing issues across the state. On November 16, 2020, the City's request to be waived for the housing affordability mandate was approved by the Department of Revenue for a four-year period. However, the City is still responsible for annually producing a housing fee report.

21. PSC Comprehensive Energy Planning Grant- Up to \$50,000

The City applied for a PSC Energy Innovation Grant to replace the boiler and Piping, Air cooled condenser and Air distribution system. The total project cost was estimated at \$955,781 and the grant amount we submitted for was \$721,657. The City did not receive this grant.

Feedback on the application points to two issues of concern: 1) lack of ROI relative to total energy savings; 2) lack of innovation. The City engaged with Slipstream, a non-profit that works with local governments on energy innovation/solutions. Given that the PSC grant requires innovation and that any new programs coming from an infrastructure bill will follow suit, they are recommending that the City pursue an energy innovation planning grant. The planning grant would address existing data and relevant city policies review, city building audits, energy saving measures, and report development.

Motion Matoushek, second Bishop to approve pursuit of a PSC energy innovation planning grant with Slipstream as outlined. It is understood that the grant is reimbursement based and, if awarded, that any out of pocket expenditures the City incurs from this work will be paid through capital reserves. Motion carried 6-0 on roll call.

22. Dodge County American Rescue Plan (ARPA) Allocation

The Dodge County Board of Supervisors will hold a Special Meeting on February 1, 2022 to begin a discussion on how to best allocate Dodge County's approximately \$17.4 million American Rescue Plan Act funds. As part of the allocation process, municipalities are requested to submit their proposals for these funds. Schlieve provides a list of possible ARPA projects for consideration. Council prioritizes child care and affordable housing.

23. Wayfinding Signage Update

As Bishop inquired on the wayfinding signage in Waupun, the Mayor provides the happening of the signs and states that the signs will remain down until after April.

CLOSED SESSION

At 6:53pm, Motion Vanderkin, second Matoushek to adjourn in closed session under Section 19.85 (1) (e)(g) of the WI Statutes for Confer with Legal Counsel for possible Litigation due to Personal Property Damage and Investing Public Funds in Waupun Industrial Park. Motion carried 6-0.

OPEN SESSION

At 7:36pm, Motion Matoushek, second Vanderkin to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action.

ADJOURNMENT

At 7:37pm, Motion Vanderkin, second Matoushek to call the meeting adjourned. Motion carried 6-0.



MINUTES
CITY OF WAUPUN COMMITTEE OF THE WHOLE
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, January 25, 2022 at 6:00 PM

CALL TO ORDER

Mayor Nickel called the meeting to order at 6:00pm.

ROLL CALL

Council in attendance on roll call is:

Virtually: Mayor Nickel, Alderman Matoushek

In-Person: Alderman Kaczmariski, Alderman Langford, Alderman Bishop, Alderman Vanderkin, Alderman Westphal

Members absent and excused: None

Management Staff present is:

Virtually: Clerk Hull, Attorney VandeZande, Police Chief Loudon, Library Director Jaeger, Recreation Director Kaminski, Finance Director Kast, Fire Chief Demaa, Utility Finance Director Stanek, General Utility Manager Brooks

In-Person: Director of Public Works Daane, Administrator Schlieve

Staff absent and excused: None

City Staff present is:

Virtually: Community and Economic Development Coordinator VanBuren

Audience in attendance is:

Virtually: Joe Venhuizen, Brooke Straks, Craig M., Colliens, Jason Whitford

In-Person: Andi Colker, Jaedon Buchholz, Gary Dejaeger, Steve Guth

Media in attendance:

Virtually: Ken Thomas of the Daily Citizen

In-Person: None

CONSENT AGENDA

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

ORDINANCES-RESOLUTIONS

2. Resolution Authorizing Application for a Community Development Investment Grant Through the WI Economic Development Corporation to Support Redevelopment of 417 E Main Street and Surrounding Public Spaces

Staff has been working with the owners of 417 E Main Street on a redevelopment plan for that site. The overall plan has been approved by the CDA. Part of the plan includes seeking grant funding through a Community Development Investment (CDI) Grant from WI Economic Development Corporation (WEDC). This requires a resolution of support be adopted by the Waupun Common Council.

Motion Bishop, second Matoushek to approve Resolution #01-25-22-01 authorizing application for a Community Development Investment Grant from WEDC to redevelop 417 E Main Street and surrounding public spaces.

Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

3. S. Madison Street Grant Project Update (*Discussion*)

Bid results of the Wisconsin DOT letting for S. Madison St. project show an increase in the low bid of \$368,813.03. Steps are in process to work with WI-DOT to determine if the grant can be amended to cover some of the added cost, which is 16.5% higher than 2021. Further discussions will be need once discussions with WI-DOT are concluded and to determine sources of funding to cover this gap.

4. Transportation Utility Report and Alternative Funding (*Discussion*)

Ehlers provided their feasibility report on the transportation utility for review and discussion. The feasibility study attempts to provide the City Council with enough information to consider if it wants to move forward with the creation of a transportation utility. Discussion is heard on the steps that would be needed to take place.

Council considers placing a survey in the utility bills to those this will affect to get their feedback and holding public information sessions.

CLOSED SESSION

At 6:54pm, Motion Vanderkin, second Bishop to adjourn in closed session under Section 19.85 (1)(g) of the WI Statutes to confer with Legal Counsel for possible litigation that the City may become involved with. Motion carried 6-0.

OPEN SESSION

At 7:06pm, Motion Vanderkin, second Bishop to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action.

ADJOURNMENT

At 7:07pm, Motion Vanderkin, second Bishop to call the meeting adjourned. Motion carried 6-0.

**Minutes of the Waupun Public Library Board Meeting
Wednesday, January 19, 2022**

The Waupun Public Library Board was called to order by Beverly Martens, President, at 4:30 p.m. on Wednesday, January 19, 2022. Present were, Schultz, Garcia, and Jaeger. Also present via Zoom: Sullivan, Hintze, Gehl and Rohrer. Langford was absent.

ARTICLE I: Motion by Sullivan, supported by Hintze, to accept the minutes of the December 15, 2021 meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics continue to improve.

- a. Circulated/downloaded/loaned: 114,746 items through the end of December.
- b. Curbside and drive-thru window service: handled 1,857 transactions through the end of December.

ARTICLE IV: The Budget was discussed with no concerns noted.

ARTICLE V:

- a. Two lists of bills were presented: a list of bills which are a carryover from December 2021 and bills from January 2022. Motion by Hintze, supported by Gehl, to pay both lists with the exception of Inter-Quest for \$56.19. Motion carried 6-0 on roll call.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarians' Report.

- a. Interior Signage: Seven different options have been received from Warrior Innovation. After staff provides input, and project cost is determined, it will be presented to the Library Board.
- b. The 24-year-old, leaky bubbler on the first floor, has been replaced with a new bubbler which includes a hands-free water bottle filler.
- c. TruClean deep cleaned the entire first floor carpets, December 23 and 24. We will be looking to do the second floor cleaning in the future.
- d. Virtual Programming: February 8, 6:30, Carol Shirk: "Phenology: Nature's Calendar (How gardeners can use phenology in their craft.) March 22: Waupun Historical Society, April: Carol Shirk will return. Book Bingo: Lisa Bille started a new round to go through April 1. Staff will be offering the popular crafts throughout the coming months. More information to come.

ARTICLE VIII: Old Business:

a. Meeting Room: After discussion of COVID data available, the Board members agreed the meeting rooms will continue to remain closed to the public.

ARTICLE IX: New Business:

a. Warrior Innovation continues its work on the Interior Signage project. No specifics available at this time requiring a vote by the Board.

ARTICLE X: Motion by Hintze, supported by Sullivan, to adjourn at 4:42 p.m. Motion carried.

***Next tentative meeting: Wednesday, February 16, 2022 at 4:30 p.m. The Board will meet in person at the Library, with some members attending virtually. Efforts will be made to provide availability for those unable to attend in person.**

SANDRA ROHRER Secretary
SR/bkj

WAUPUN POLICE DEPARTMENT

Monthly City Council Report

Dispatch Summary From 1/1/2022 To 1/18/2022

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

Total Number of Calls for this reporting period: 459

72 HOUR DETENTION	2	SUBJECT STOP	2
911 CHECK	6	SUSP ACTIVITY	5
911 MISDIAL	1	SUSP PERSON	3
ABANDONED VEHICLE	2	SUSPICIOUS VEHICLE	3
ACCIDENT	6	THREAT COMPLAINT	3
ACCIDENT W/BLOCKAGE	1	TRAFFIC ENFORC DAP	5
ACCIDENT/INJURIES	1	TRAFFIC PROBLEM	3
ALARM TEST	2	TRAFFIC STOP	60
ANIMAL COMPLAINT	2	TRUANCY	1
ASSIST CITIZEN	17	UNDERAGE POSSESSION	1
ASSIST MOTORIST	3	VANDALISM	1
ASSIST OTHER AGENCY	6	WARRANT	1
ATTEMPT TO LOCATE	4	WATER UTILITY	1
ATV COMPLAINT	1	WAUPUN ORDINANCE	4
BATTERY	1		
BUILDING CHECK	9		
CAR FIRE	1		
CAR VS DEER	1		
CHECK WELFARE	15		
CIVIL PROBLEM	2		
CLICK IT GRANT	1		
COUNTY AMBULANCE	40		
DIRECTED AREA PATROL	101		
DISORDERLY CONDUCT	3		
DOMESTIC DISPUTE	2		
DRUGS/NARCOTICS	1		
ESCORT	1		
EXTRA PATROL	43		
FIRE ALARM	5		
FOLLOW UP	17		
FOOT PATROL	2		
FOUND PROPERTY	3		
FUEL ASSISTANCE	1		
GAS LEAK	1		
HARASSMENT	1		
HIT AND RUN	1		
HOUSE WATCH REQUEST	22		
INFO TO DOCUMENT	1		
INFORMATION	4		
INTRUSION ALARM	3		
JUVENILE PROBLEM	4		
LOITERING	5		
OCCUPIED DISABLED	1		
OFFICER STAND BY	2		
PAPER SERVICE	2		
PARKING ENFORCEMENT	5		
PHONE CO TESTING	4		
RECKLESS DRIVER	3		
REPOSSESSED PROPERTY	1		
SCAM	2		
SEXUAL ASSAULT	1		

Waupun Police Department Update –January Report

Meetings – Dodge and FDL County LEX Meeting, FDL Drug Unit Meeting, Community Corrections, Communications, Salvation Army, and Spillman Meeting.

Training – Firearms Training, Spillman/Motorola RMS Training, FTO EVOC and DAAT Training.

Evidence Room- continue purging, destroying and returning evidence.

Events/Reports – Steve Smits nominated by Waupun PD for Citizen of the year for Dodge County. Dodge Law Enforcement Executives approved the nomination.

Hiring process –Officer Papia and Hague started Field Training in January. Officer Giles started the Police Academy.

Complaints

2022-0048	Death investigation, unwitnessed and unanticipated. Subject later determined to be COVID positive and had pre-existing health conditions
2022-0047	Disorderly conduct/P&P arrest/hold
2022-0052	Child Sexual Assault Investigation – allegations of parent assaulting child were unsubstantiated through Child Forensic Interviews
2021-0978	District Attorney request for follow-up; drugs to lab for testing and documentation of testing results
2019-2224	Spittel trial prep and additional evidence to WSCL for testing; documented results of testing
2022-130	Child Sexual Assault investigation; S.A.N.E. exam completed and ongoing investigation

WAUPUN POLICE DEPARTMENT

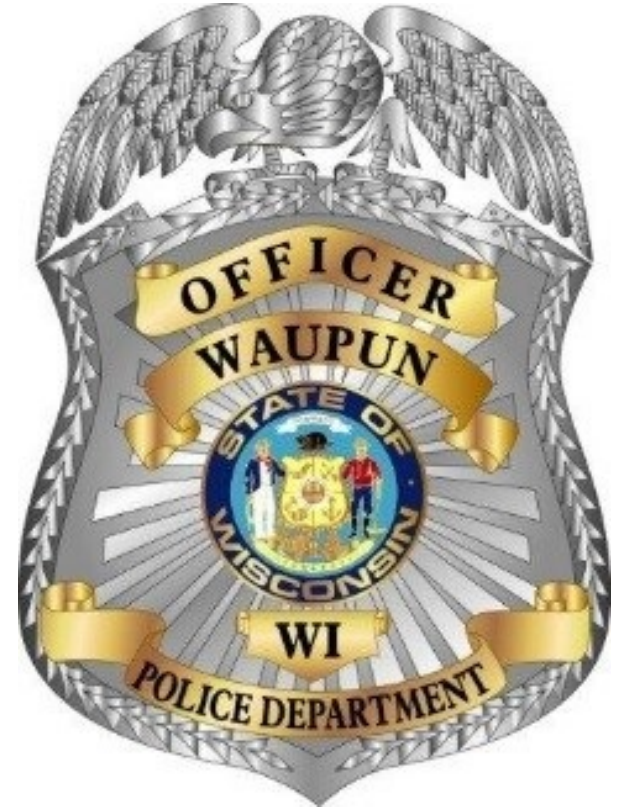
Incident Report

1/18/22 thru 1/31/22

Incident Type Description	Incident Number		
911 CHECK	15	SEXUAL ASSAULT	1
ABANDONED VEHICLE	1	SPECIAL ASSIGNMENT	3
ACCIDENT	3	SUBJECT STOP	2
ACCIDENT W/BLOCKAGE	1	SUSPICIOUS ACTIVITY	7
ACCIDENT W/INJURY	1	SUSPICIOUS VEHICLE	2
AMBULANCE	22	THREATS COMPLAINT	2
ANIMAL COMPLAINT	1	TRAFFIC STOP	35
ASSIST AGENCY	2	TRUANCY	2
ASSIST CITIZEN	10	UNDERAGE POSSESSION	1
ATTEMPT TO LOCATE	5	VANDALISM	1
BUILDING CHECK	16	VEHICLE LOCKOUT	1
CHECK WELFARE	10	WRONG WAY DRIVER	2
CHILD ABUSE/NEGLECT	1	Total Number of Calls:	332
CIVIL PROBLEM	2		
DIRECTED AREA PATROL	64		
DISABLED VEHICLE	1		
DISORDERLY CONDUCT	6		
DOMESTIC	7		
DRUGS/NARCOTICS	1		
EXTRA PATROL	22		
FOLLOW UP	16		
FOOT PATROL	3		
FOUND ANIMAL CLAIMED	1		
FRAUD COMPLAINT	1		
FUNERAL ESCORT	3		
GAS DRIVE OFF	2		
HARASSMENT	1		
HIT AND RUN	2		
HOUSE WATCH REQUEST	6		
INFORMATION TO DOCUMENT	5		
INTRUSION ALARM	1		
JUVENILE PROBLEM	2		
LOITERING	3		
LOST ANIMAL LOCATED	1		
NEIGHBOR DISPUTE	2		
NEIGHBORHOOD POLICING	1		
NOISE COMPLAINT	1		
NOTIFY MED EXAMINER	1		
OCCUPIED DISABLED	1		
OFFICER STANDBY	3		
ORDINANCE VIOLATION	3		
PAPER SERVICE	1		
PARKING ENFORCEMENT	16		
PATROL ASSIST FIRE	3		
PRISONER TRANSPORT	2		
SCAM COMPLAINT	1		



Waupun Police Department 2021 Annual Report



Message From Chief Scott Louden

Year 2021 at the Waupun Police Department started and ended with continuing to train new employees that filled vacancies. This has been a common theme in law enforcement throughout the country. The department was once again able to participate with in person community events such as; the Bicycle Rodeo, City Department Open House, Shop w/a Cop, Breakfast w/Santa, and other parades and celebrations throughout the year. The city of Waupun continues to remain a very safe place to reside as we were ranked as the 5th safest city in Wisconsin in 2021. 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 2022!

Chief Scott Louden





New Hires

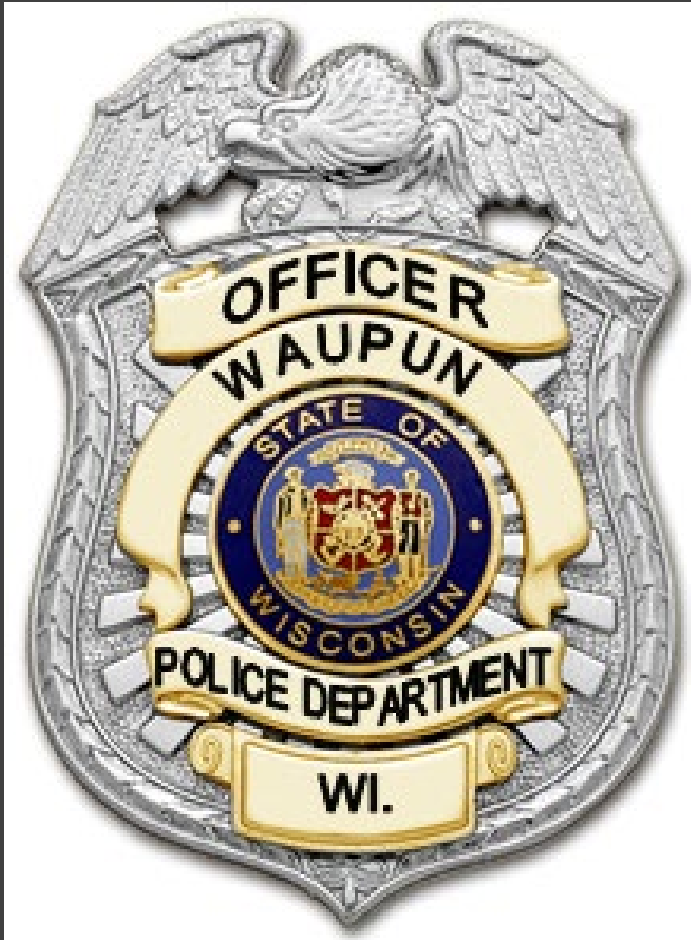
- Officer Graham Dumke was hired in December 2020 and successfully completed field training in 2021.
- Officer Nicholas Kearns was hired in December 2020 and successfully completed the police recruit academy and field training in 2021.
- Officer Gino Pipia was hired in July 2021 and successfully completed the police recruit academy in December. He is currently in field training.
- Officer Aaron Gile was hired in October 2021 and he is currently in field training. He will attend the police recruit academy in January 2022.
- Officer Jackson Hague was hired in November 2021 and successfully completed the police recruit academy in December. He is currently in field training.

Departures

- Officer Brett Gerritsen took a position with Lockheed Martin after 4 years of service to the city of Waupun.
- Officer Ryan Schneider took a police officer position with the Beaver Dam Police Department after 8 years of service to the City of Waupun.
- K9 Boomer joined Officer Schneider at the Beaver Dam Police Department. Boomer served the city of Waupun for 4 years.



DEPARTMENT ROSTER



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
Patrol Officer Andrew Halverson	11/04/2016
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	05/17/2021
Patrol Officer Gino Pipia	12/31/2021
Patrol Officer Jackson Hague	01/05/2022
Patrol Officer Aaron Gile*	

Chaplains

Serving Since

Pastor Brent Matzen	05/26/2020
Pastor Doug Shotsky	05/26/2020

*Officer in Training at Recruit Academy

What's New at the PD

Waupun Safest City In Wisconsin Ranking
Ranked #5 by Safewise

Technology Updates

- *Fond du Lac County IS – Safety Building is fully switched over and operating under the county's server and cyber security
- *Safety Building updated to CAT6 internet cable
- *Safety Building internet based phone switchover
- *Squads equipped w/GPS Routers
- *5 new Mobile Data Computers installed
- *Office 365 migrated to Office 365 Government

DOJ Time System Audit

This was successfully completed and is required to be completed every 3 years. WPD is in compliance.

Police Chaplain Program

Waupun PD implemented a Police Chaplain Program in 2020 Pastors Brent Matzen and Doug Shotsky were selected to be the chaplains.

Records Update (Motorola Spillman RMS/CAD project)

Staff from the Waupun Police Department have been included in the selection and implementation of the new county wide record's system. The go live date was pushed back until 1/18/2022 due to interface limitations with the higher tier CAD System and the Records Management System.

CVMIC Award

WPD received Certificate of Police Review for the agency policy review and approval that was completed in 2020.

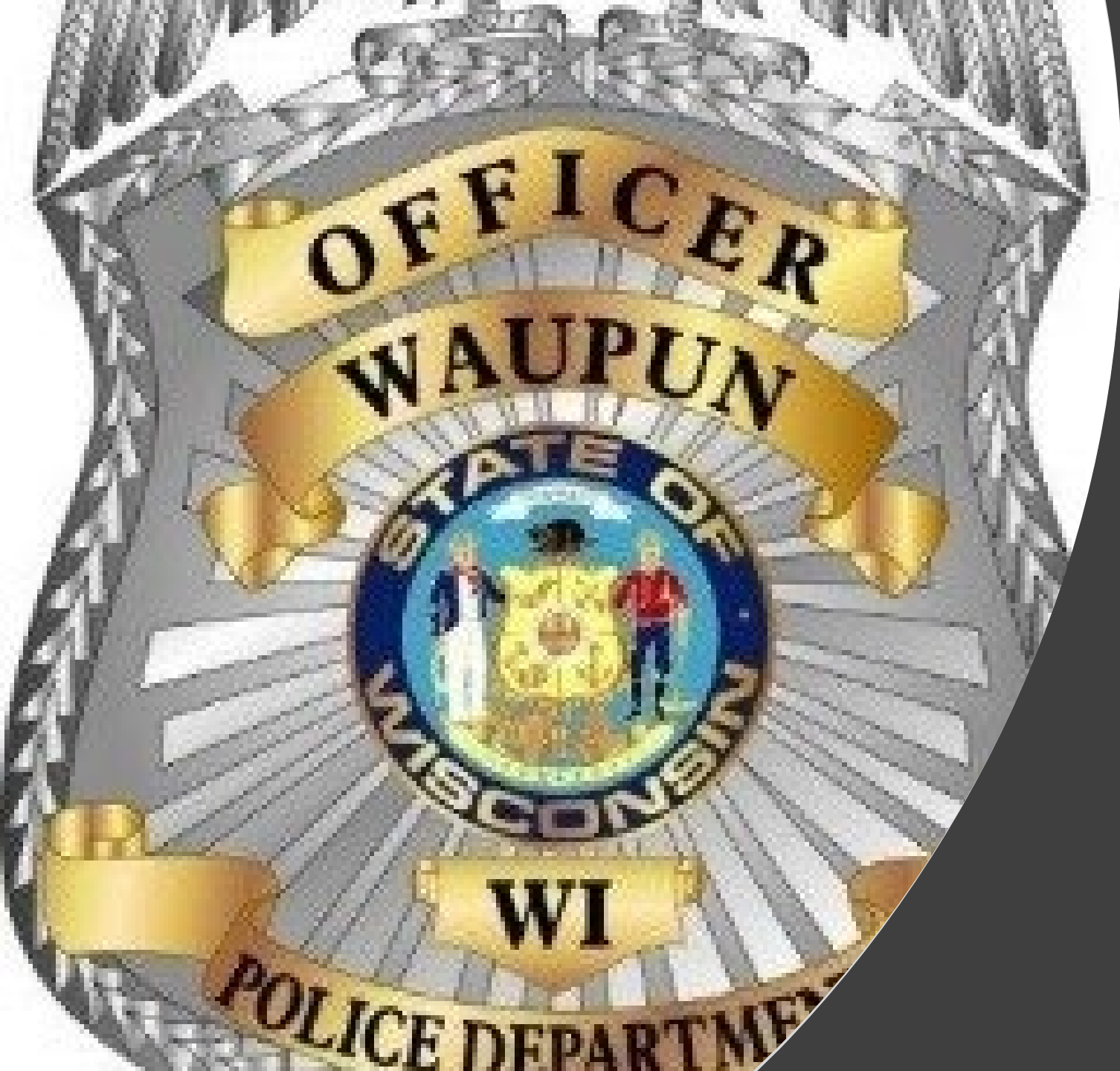
Senior Citizen Police Academy – Virtual

With COVID protection policies still in place, the Senior Citizen Academy was successfully completed virtually. Thanks to Waupun Fire Dept and Lifestar EMS for also participating.

2021 Wisconsin Narcotic Officers Association Investigation of the Year Lake Winnebago Area Meg Unit received this award and Lt Williams was active with the investigation that won the award.

2021 Police and Fire Commission Members

President Mike Thurmer
Vice President John Bett
Secretary Tara Rhodes
Zak Dickhutt
Teresa Heidemann
Nancy Vanderkin, Council Member – Ex Officio



2021 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 Annie Cedarquist X3
Officer Graham Dumke X2
Officer Ali Tipton

Commendation Award

Lieutenant Robert Williams
Officer AJ Halverson

Military Veteran Pin

Officer Graham Dumke

Drug Task Force Pin

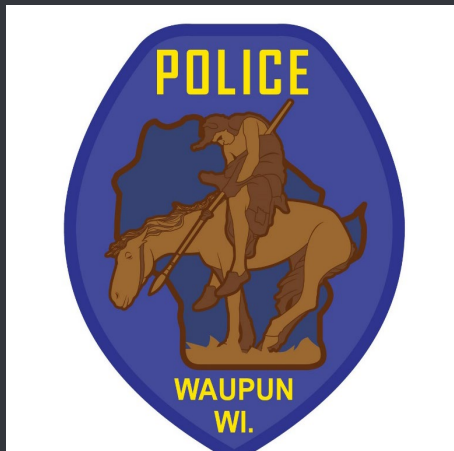
Officer Graham Dumke

Certificate of Appreciation

Officer Trevor Kreitzman
Officer AJ Halverson

Officers and Community

- Police stand by on a chilly day as Santa collects wish lists from excited kids.
- Waupun FFA sharing some treats and drinks with officers. (Pictured: Jeremy Rasch, Brett Gerritsen, Graham Dumke, Ted Sullivan, Scott Louden)
- Officer Hraban was able to spend some extra time reading to children at RRIS.
- Deputy Chief Rasch and his daughter shopping for families at the 2021 Shop With A Cop event.
- WPD Staff working with other local, county, and state partners during our annual emergency management table top training. (Pictured: Scott Louden, Joe Pflzgraf, Jeremy Rasch)



Officers and Community

- Chief Louden and Deputy Chief Rasch at RRIS for the 911 Tribute.
- Officer Halverson working a crash scene.
- WPD Staff enjoying the gift of Dunkin Donuts and we even made it into the 2021 Waupun HS yearbook with this photo. (Pictured: Ted Sullivan, Brett Gerritsen, Jeremy Rasch)
- Department staff at the Waupun Community Services Open House. (Pictured: Dawn Greenfield, Danyelle DeBoer, Joe Pfalzgraf, Scott Louden, Nick Kearns, Graham Dumke, Ali Tipton)



Officers and Community

- WPD Staff working the annual bicycle rodeo. This year's event was inside due to the extreme heat. Many area businesses and organizations again donated prizes to make this a successful event. Thanks to Officer Halverson and Officer Tipton for organizing this event. (Pictured: Ryan Schneider, Bobby Williams, Ted Sullivan, Trevor Kreitzman, Ali Tipton, AJ Halverson)



WAUPUN POLICE DEPARTMENT

Monthly City Council Report

Dispatch Summary From 1/1/2021 To 12/31/2021

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

Total Number of Calls for this reporting period: 12,166

72 HOUR DETENTION	46	FIGHT	6
911 CHECK	110	FIRE ALARM	40
911 MISDIAL	65	FIRE GENERIC	3
ABANDONED VEHICLE	20	FIRE MUTUAL AID	1
ACCIDENT	84	FIRE WORKS COMPLAINT	25
ACCIDENT INJ/FIRE	1	FOLLOW UP	601
ACCIDENT W/BLOCKAGE	12	FOOT PATROL	55
ACCIDENT/INJURIES	13	FOOT PURSUIT	1
ALARM TEST	31	FOUND ANIMAL	39
ALPHA	4	FOUND ANIMAL CLAIMED	3
ANIMAL ABUSE	3	FOUND JUVENILE	9
ANIMAL BITE COMP	22	FOUND PROPERTY	85
ANIMAL COMPLAINT	96	FRAUD/FORGERY	41
ASSIST CITIZEN	285	GAS DRIVE OFF	45
ASSIST MOTORIST	61	GAS LEAK	11
ASSIST OTHER AGENCY	170	HARASSMENT	48
ATTEMPT TO LOCATE	38	HIGH SPEED CHASE	1
ATV COMPLAINT	4	HIT & RUN W/INJURY	1
AUTO THEFT	9	HIT AND RUN	32
BATTERY	7	HOUSE WATCH REQUEST	82
BIKE STOP	4	INFO TO DOCUMENT	13
BUILDING CHECK	555	INFORMATION	17
BURGLARY	10	INTOXICATED DRIVER	9
CAR FIRE	1	INTOXICATED SUBJECT	16
CAR IN DITCH	10	INTRUSION ALARM	70
CAR VS DEER	2	JA/UNDERAGE/ALCOHOL	15
CARCASS IN ROADWAY	1	JUVENILE PROBLEM	82
CHARLIE	7	LAW ASSIST FIRE	12
CHECK WELFARE	252	LEWD/LACIVIOUS	1
CHILD ABUSE/NEGLECT	7	LITTERING	4
CHILD CUSTODY	20	LOITERING	15
CITY SIGN/ROAD REPAI	2	LOST ANIMAL	4
CIVIL PROBLEM	48	LOST PROPERTY	9
CLICK IT GRANT	6	MINI/DIRT BIKE COMP	4
COMMUNITY POLICING	61	MISSING ADULT	6
COUNTY AMBULANCE	615	MISSING JUVENILE	8
COURT ORDER VIOLAT	25	NEIGHBOR DISPUTE	18
CR DAMAGE TO PROP	19	NOISE COMPLAINT	54
DEATH INVESTIGATION	1	NOTIFY MED EXAMINER	11
DELTA	1	OCCUPIED DISABLED	18
DEPARTMENT K9 DOG	17	OD POISON ABN BREATH	2
DEPUTY RESERVE	8	OFFICER STAND BY	31
DIRECTED AREA PATROL	3,106	OPEN DOOR	12
DISORDERLY CONDUCT	90	ORDINANCE VIOLATION	6
DNR COMPLAINT	1	PAPER SERVICE	51
DODGE CO GRANT	1	PARKING ENFORCEMENT	253
DOMESTIC DISPUTE	77	PHONE CO TESTING	6
DRUG RECOGNITION EV.	1	PRISONER TRANSPORT	27
DRUGS/NARCOTICS	36	PROBATION HOLD/VIOL	4
ESCORT FUNERAL	75	RAILROAD COMP/INFO	4
EXTRA PATROL	1,624	RECKLESS DRIVER	83

REPOSSESSED PROPERTY	11
RESTRAIN ORDER VIOL	4
RIPON DAP	1
ROAD CLOSE/REPAIR	1
RUNAWAY	13
SCAM	37
SCHOOL BUS COMPLAINT	1
SEARCH WARRANT	6
SEX OFFENDER	1
SEXUAL ASSAULT	18
SHOPLIFTER	11
SNOWMOBILE COMPLAINT	1
SPECIAL ASSIGNMENT	112
SPEED GRANT	3
STRUCTURE FIRE	8
SUBJECT STOP	69
SUBJECT WITH GUN	3
SUBJECT WITH WEAPON	1
SUSP ACTIVITY	118
SUSP PERSON	23
SUSPICIOUS VEHICLE	127
TALKS/TOURS	1
TAVERN CHECKS	52
THEFT	65
THREAT COMPLAINT	29
TRAFFIC COMPLAINT	4
TRAFFIC ENFOR BYPASS	1
TRAFFIC ENFORC DAP	127
TRAFFIC PROBLEM	80
TRAFFIC STOP	1,271
TRESPASSING	17
TRUANCY	25
UNDERAGE POSSESSION	1
VANDALISM	11
VEHICLE LOCKOUT	8
WARRANT	29
WARRANT OTHER AGENCY	29
WATER UTILITY	6
WAUPUN ORDINANCE	72
WEATHER RELATED INFO	6
WRONG WAY DRIVER	5

National Incident Based Reporting System

Waupun PD Crime Counts by Incident/Arrest Date						
Crime Category	2016 Offenses	2017 Offenses	2018 Offenses	2019 Offenses	2020 Offenses	1/1/21-11/30/21 Offenses
Total	313	287	355	324	257	184
Crimes Against Persons	44	46	57	32	36	28
Murder & Non-Negligent Manslaughter	0	0	0	1	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Sex Offenses	11	13	15	7	10	10
Rape	6	8	7	1	6	3
Sodomy	0	0	0	0	0	1
Sexual Assault w/Object	0	0	0	0	0	0
Fondling	5	5	8	6	4	6
Sex Offenses - Nonforcible	4	9	2	5	5	2
Incest	0	0	0	0	2	0
Statutory Rape	4	9	2	5	3	2
Assault Offenses	27	22	39	19	18	13
Aggravated Assault	13	1	5	1	7	8
Simple Assault	12	16	30	17	10	4
Intimidation	2	5	4	1	1	1
Kidnapping/Abduction	2	2	1	0	3	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	176	136	154	124	109	104
Robbery	1	0	0	0	0	0
Burglary	19	8	13	9	4	8
Theft/Larceny	87	70	75	53	38	35
Theft - Pocket-Picking	0	0	0	0	0	0
Theft - Purse Snatching	0	0	0	0	0	0
Theft - Shoplifting	12	12	9	5	4	6
Theft From Building	7	4	2	5	3	1
Theft From Coin-Op. Machine	0	1	0	1	0	0
Theft From Motor Vehicle	9	4	3	11	0	1

Waupun PD Crime Counts by Incident/Arrest Date						
Crime Category	2016 Offenses	2017 Offenses	2018 Offenses	2019 Offenses	2020 Offenses	1/1/21-11/30/21 Offenses
Theft of Motor Vehicle Parts	0	0	0	3	1	0
Theft - All Other Larceny	59	49	61	28	30	27
Motor Vehicle Theft	3	4	5	2	3	7
Stolen Property Offenses	0	0	0	0	1	1
Arson	0	0	0	2	0	0
Counterfeiting/Forgery	3	4	7	4	2	3
Fraud Offenses	20	19	15	15	29	22
Fraud - False Pretenses	16	17	9	9	14	11
Fraud - Credit Card/ATM	1	1	3	1	3	1
Fraud - Impersonation	3	1	3	5	7	5
Fraud - Welfare	0	0	0	0	0	0
Fraud - Wire	0	0	0	0	0	0
Fraud - Identity Theft	0	0	0	0	5	5
Fraud - Hacking/Computer Invasion	0	0	0	0	0	0
Embezzlement	2	3	2	3	0	0
Extortion/Blackmail	0	1	0	0	1	0
Bribery	0	0	0	0	0	0
Destruction/Vandalism	41	27	37	36	31	28
Crimes Against Society	93	105	144	168	112	52
Weapon Law Violations	3	1	0	4	1	2
Prostitution Offenses	0	1	0	0	3	0
Prostitution	0	1	0	0	3	0
Prostitution - Assisting	0	0	0	0	0	0
Prostitution - Purchasing	0	0	0	0	0	0
Drug/Narcotic Offenses	86	100	143	160	105	50
Drug/Narcotics Violations	50	61	89	96	58	31
Drug Equipment Violations	36	39	54	64	47	19
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

Waupun PD Crime Counts by Incident/Arrest Date						
Crime Category	2016 Offenses	2017 Offenses	2018 Offenses	2019 Offenses	2020 Offenses	1/1/21-11/30/21 Offenses
Gambling - Sports Tampering	0	0	0	0	0	0
Pornography	4	3	1	2	3	0
Animal Cruelty	0	0	0	2	0	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

** Complete Numbers not available yet for December 2021



5 Year Call Volume Comparison

Year	Calls for Service
2021	12,166
2020	12,239
2019	13,447
2018	14,006
2017	11,088



Waupun Fire Department

16 E. Main Street Waupun, WI 53963

Non-emergency Number: 920-324-7910

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

Monthly Report

Date: January 31, 2022
To: Mayor, Council, City Administrator, and PFC
From: Fire Chief, B.J. DeMaa
Re: January report

Fire Calls:

There were fourteen (14) fire & rescue calls in the month of January.

Time of Day:						
12A – 4A	4A – 8A	8A – 12P	12P – 4P	4P – 8P	8P – 12A	Total
1	3	4	3	2	2	14

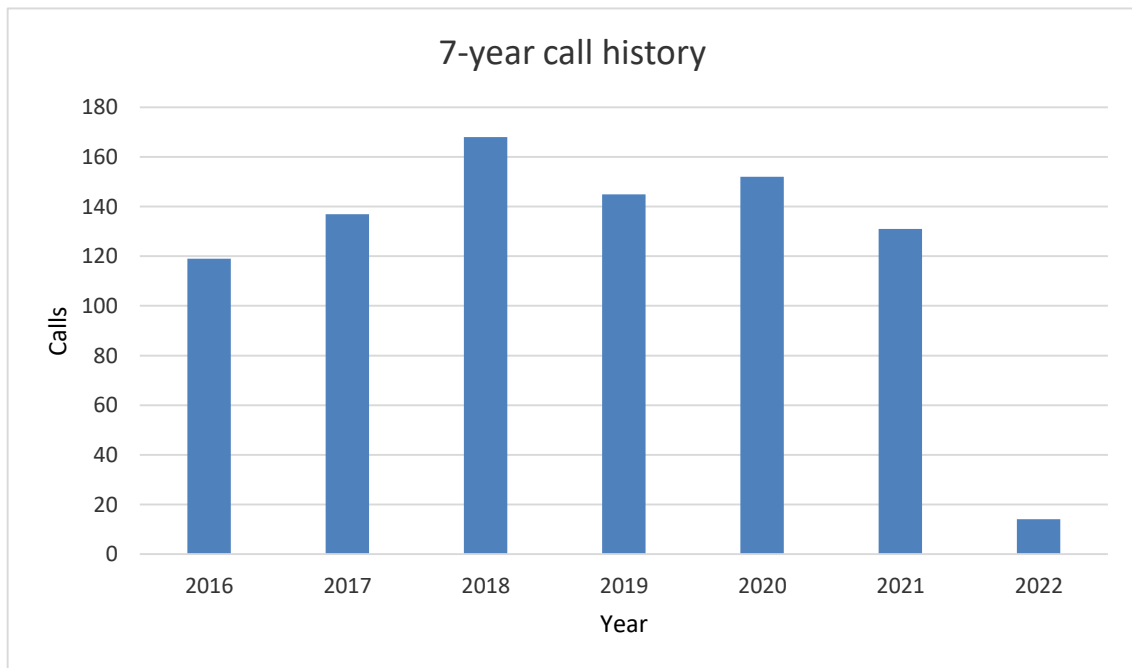
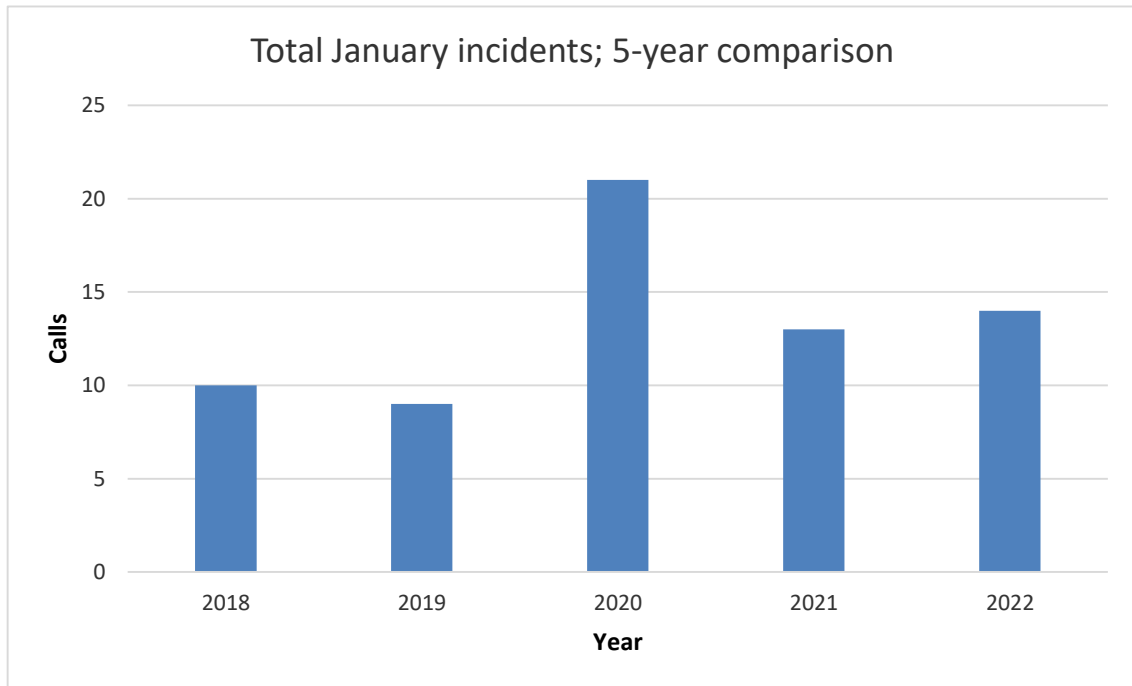
* 95% of fire calls came in during prime working hours.

Day of Week:							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total
2	2	0	3	2	2	3	14

* 90% of fire calls came in during Monday-Friday work week.

Response Area:	
Aldermanic District 1	6
Aldermanic District 2	0
Aldermanic District 3	0
Aldermanic District 4	2
Aldermanic District 5	4
Aldermanic District 6	2
Mutual Aid	0

Call Summary:



January 31, 2022

Department Information:

We continue to meet with Lexipol and talk about policies.

Staffing:

There is 1 firefighter out on medical leave with non-work related injuries.

Inspections:

Fire inspections for the second half of the year been completed. Follow-ups are currently being worked through.

Training:

January training consisted of packing new hose on our apparatuses and calling a MAYDAY.

Emergency Government:

The Integrated Emergency Management Course (IEMC) will be hosted at The Rock Golf Club in April of 2022.

EMS:

All licensed EMR's have completed their practical skills stations and are ready to go.

We have taken delivery of our ambulance and are working on getting that in service.

Continuing to work through a plan to bring on for 4 more EMRs. This would bring us to our cap of 15 EMRs. Due to the length of the hiring process and the timing of when classes start, we are discussing options.

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

February 2022

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

Re: Report to Common Council

A. Statistics

In January, we circulated/downloaded/loaned 9,827 items, with drive thru window service handling 111 transactions.

B. Interior signage

Warrior Innovation class was at the library February 2 with different font sizes for signage to see if the sizes are correct for various distances. The project continues to move forward.

C. Public Library Annual Report

Like the rest of Wisconsin Public Libraries, we have been working on our online Public Library Annual Report for the Department of Public Instruction. When completed in early February, our Monarch Library System staff will review it for accuracy. Once that is finished, the report will be presented to the Waupun Library Board at the February 16 Board meeting for approval. Once approved by our Library Board, the online report will be locked and submitted to DPI.

D. Storage Cabinets

The Buckstaff Company will be installing storage cabinets by February 4 in the Carnegie and Shaler rooms. With the popularity of Take & Make kits for both kids and adults, we needed more storage for all of the supplies. The cabinets will match the existing Buckstaff cabinets at the library.

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

JANUARY SENIOR CENTER ACTIVITY ATTENDANCE: 1,261 participants (63 participants/day)

- **SIA Insurance Bingo:** 38 participants
- **Book Club:** 15 participants
- **Drug Repository:** 2 participants
- **Fitness Center:** 386 participants
- **Tech Support:** 6 participants
- **WCCA Bingo:** 28 participants
- **Foot Care Clinic:** 34 participants
- **Eyeglass Adjustments:** 8 participants
- **Craft Club:** 12 participants
- **Euchre:** 91 participants
- **Sheepshead:** 162 participants
- **Golf Cards:** 39 participants
- **Hand & Foot Cards:** 41 participants
- **Se7ens Cards:** 41 participants
- **Pool:** 22 participants
- **Knit-Wits:** 31 participants
- **Computer Classes:** 9 participants
- **Yoga:** 171 participants
- **Aerobics & Tone:** 124 participants
- **Board Games:** 99 participants
- **Movie Afternoon:** 21 participants
- **Curbside Lunch:** 34 participants
- **Mobile Meals:** 353 participants
- **Pickleball:** 128 participants
- **Drums:** 28 participants

FEBRUARY ACTIVITY CALENDAR				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1 8am Fitness Center 9am Hand & Foot Cards 10am Lunch 10:30am Tone 2pm Drums	2 8am Fitness Center 9am Dice 10am Lunch 10:30am Aerobics I 1pm Sheepshead 6:15pm Knit-Wits	3 8am Fitness Center 8:30am Foot Care 9am Dominoes 10am Lunch 10:30am Yoga II 1pm Sheepshead	4 8am Fitness Center 9am Se7ens 10am Lunch 10:30am Aerobics II
7 8am Fitness Center 9am Marbles 10am Lunch 10:30am Yoga I 1pm Euchre 1pm Golf Cards 6pm Pickleball	8 8am Fitness Center 9am Hand & Foot Cards 10am Lunch 10:30am Tone 11:30am Craft Club 2pm Drums	9 8am Fitness Center 9am Dice 10am Lunch 10:30am Aerobics I 1pm Sheepshead 6:15pm Knit-Wits	10 8am Fitness Center 9am Dominoes 10am Lunch 10:30am Yoga II 1pm Sheepshead	11 8am Fitness Center 9am Se7ens 10am Lunch 10:30am Aerobics II 1pm SIA Bingo
14 8am Fitness Center 9am Marbles 10am Lunch 10:30am Yoga I 1pm Euchre 1pm Golf Cards 6pm Pickleball	15 8am Fitness Center 9am Hand & Foot Cards 10am Lunch 10:30am Tone 11:30am Craft Club 2pm Drums	16 8am Fitness Center 9am Dice 10am Lunch 10:30am Aerobics I 12:30pm Eyeglasses 1pm Sheepshead 6:15pm Knit-Wits	17 8am Fitness Center 8:30am Foot Care 9am Dominoes 10am Lunch 10:30am Yoga II 1pm Sheepshead	18 8am Fitness Center 9am Se7ens 10:30am Aerobics 1pm Bingo
21 8am Fitness Center 9am Marbles 10am Lunch 10:30am Yoga I 1pm Euchre 1pm Golf Cards 6pm Pickleball	22 8am Fitness Center 9am Hand & Foot Cards 10am Lunch 10:30am Tone 2pm Drums 3pm Movie Afternoon	23 8am Fitness Center 9am Dice 9am Bowling 10am Lunch 10:30am Aerobics I 1pm Sheepshead 6:15pm Knit-Wits	24 8am Fitness Center 9am Dominoes 10am Lunch 10:30am Yoga II 1pm Sheepshead	25 8am Fitness Center 9am Se7ens 9am Book Club 10:30am Aerobics II 1:45pm Buddy Bingo
28 8am Fitness Center 9am Marbles 10am Lunch 10:30am Yoga I 1pm Euchre 1pm Golf Cards 6pm Pickleball	March 1 Mardi Gras Party! Lunch at noon and bingo at 1:00pm. Roast Beef, Mashed Potatoes, Peas & Carrots, Butterscotch Pudding, Fruited Gelatin, Dinner Roll Call 324-7930 to register by noon on February 28. \$3.00 suggested donation			
SCHEDULE IS SUBJECT TO CHANGES				
Please 324-7930 to verify and register for activities and lunch curbside lunch.				

February 2, 2022

1. **Current Projects:**

- Oak Lane Pond is complete. The grant submittal is awaiting approval from the Finance Department.
- Working with CWC on stormwater requirements for the addition project.
- Asphalt Paving and Sidewalk bids were sent out this month. The Asphalt bid was opened on 1-31-22 and came in lower than anticipated. The sidewalk bid opens on 2-7-22.
- Update on S. Madison St. last I have heard from the DOT is that the low bid was awarded.
- Interviews for Light Equipment Operator. We have hired a new employee. He will start February 14th.
- We had another employee let us know they will retire the end of April. This is another light equipment Operator position. We extended the opening on the City Website and will work from the current applications to fill this position.
- Stormwater Site Inspections
- Changed rug / uniform company due to service issues.
- Attended Rock River Storm Water Group meeting,
- Energy Planning discussions with Utilities
- Attended Waupun Festivals Meeting
- Looking at future salt storage options.
- Working with Firstnet for Cell phones.
- Working on Budget items, Capital Improvement Budget, and 5 Year Street Plan
- LAPWA Meeting
- Met with Slipstream to discuss an energy efficiency plan for the city. They are checking to see if they have capacity to help us write a grant to create a plan.
- Transportation Utility
- Working with Cedar Corp on building/park improvements.
- Gathering information for grants.
- Looking over development plans working with MSA to insure stormwater requirements are met.
- Updating quotes for future projects

2. **DPW Crew Projects**

- Blow down boilers
 - Paint Picnic Tables
 - BGMS Daily Duties
 - Brush Pick-up
 - Burn Brush piles
 - Deliver Garbage/recycle bins
 - Haul Brush Bins
 - Hydro-jet pipe
 - Take down Christmas decorations
 - Updated radio inventory
-

-
- Load salt trucks
 - Diggers Hotline Locates
 - Maintain Vehicles
 - Plow Snow
 - Salt Streets
 - Shovel Sidewalk
 - Spray Salt Brine
 - Remove ash trees in parks
 - Turn compost

Administrative Assistant

- 2022 Sidewalk Bid
- 2022 Asphalt Bid
- Updated garbage/recycle contract for distribution in the Spring of 2022.
- Completed Grant Reimbursement Request for the Harmsen Ave. pond project.
- Started the MS4 Annual Report
- Updated storm sewer maps.
- Updated forms for 2022 including Building Permits, Assessment Letters, and Street Opening Permits.
- Scan property information including building permits, plans, occupancy permits, etc.
- Plan Commission Agenda
- Assessment Letters
- Assisted Clerk's office with tax collection
- Garbage complaints
- Building Permit Reports
- Invoice for Special Assessment Letters
- Setup zoom meeting for Plan Commission, Zoning Board and Board of Public Works
- Assign account #'s to bills.

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

TO: Mayor & Common Council
 FROM: Building Inspector
 SUBJECT Building Permits for JANUARY 2022

BUILDING PERMITS

DODGE COUNTY

NO	HOLDER	ADDRESS	TYPE	FEE	COST
22-	3 John & Mary Bestul	401 South Watertown	Tub to Shower Replacement	\$50.00	\$8,309.00
22-	4 Ken Tenpas	727 Visser Avenue	Remodel Kitchen, Bath & Laundry	\$468.00	\$78,000.00
22-	5 David R Webber	559 South Madison	Foundation Repair	\$102.00	\$17,000.00
22-	6 David Engebregtsen	6 Reids Drive	Remodel Kitchen & Relocate Laundry to 2nd Floor	\$132.00	\$22,000.00
22-	7 Bethel CRC Church	908 Visser Avenue	Replace windows, doors, Remodel Kitchen, Bath & Lat	\$500.00	\$150,000.00
22-	8 Joseph & Alice Kowalski	729 Sunrise Avenue	Replace Furnace	\$50.00	\$3,900.00
22-	10 Steven Schmitt	408 McKinley	Replace Furnace & AC	\$50.00	\$7,753.68
22-	12 Wisconsin Dairy Distributi	504 Barnes Street	New 8" Water Lateral	\$60.00	\$25,000.00
22-	13 Cassie Beck	316 South Madison	Replace Furnace & Wiring	\$100.00	
22-	14 Dakota Schraufnagel	108 Welch Street	Add 24x26 2nd Floor Addition & Renew Previous 1st F	\$525.00	\$35,000.00
22-	15 Darrell Vande Zande	728 Visser Avenue	Gas Fireplace	\$50.00	\$6,996.00
TOTAL				\$2,087.00	\$353,958.68

FOND DU LAC COUNTY

NO	HOLDER	ADDRESS	TYPE	FEE	COST
22-	1 ACS RBHS, LLC	1020 & 1022 Tanagra	2-Family Dwelling w/ Attached Garages	\$2,623.28	\$380,000.00
22-	2 ACS RBHS, LLC	1024 & 1026 Tanagra	2-Family Dwelling w/ Attached Garages	\$2,623.28	\$380,000.00
22-	9 Wild Boar Liquor Store	814 West Main Street	Installing new 4x6 LED Message sign	\$74.00	\$20,000.00
22-	11 Badgerland YFC	421 Jackson Street	Replace 2 Furnaces	\$100.00	\$9,682.55
22-	16 Noah Mulder	624 East Franklin St	Renovate 2nd Floor Bedrooms	\$130.00	\$10,000.00
TOTAL				\$5,550.56	\$799,682.55

GRAND TOTAL - BUILDING PERMITS

\$7,637.56 \$1,153,641.23

MONTH END SUMMARY

Permits issued in Dodge County	11
Permits issued in Fond du Lac Cty	5
Total Permits for the month	16

Total Estimated Cost of Construction \$1,153,641.23

Building Permit Fees	\$7,637.56
Assessment Letters	\$170.00
Certified Survey Map	\$130.00
Grand Total	\$7,937.56

BUILDING PERMIT COMPARISON

January 2021: Dodge County - 7 permits; Fond du Lac County - 9 permits

Total Estimated Cost of Construction: \$ 333,411.03

ONE MONTH COMPARISON

January 2019	estimated cost of construction	\$61,006.46
January 2020	estimated cost of construction	\$65,220.00
January 2021	estimated cost of construction	\$333,411.03



AGENDA SUMMARY SHEET

MEETING DATE: 2-8-22

TITLE: Resolution Amending the Articles of Organization and the By-Laws of East Central WI Regional Planning Commission

AGENDA SECTION: RESOLUTIONS AND ORDINANCES

PRESENTER: Kathy Schlieve, City Administrator

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

ISSUE SUMMARY:

The East Central Regional Planning Commission is proposing changes to their articles of organization and by-laws. All participating municipalities are being asked to consider the attached resolution in support of proposed changes as outlined in the attached memo.

STAFF RECOMMENDATION:

Approve resolution as presented.

ATTACHMENTS:

Resolution Amending the Articles of Organization and the By-Laws of East Central WI Regional Planning Commission

MOTIONS FOR CONSIDERATION:

Motion to approve Resolution # _____ Amending the Articles of Organization and the By-Laws of East Central WI Regional Planning Commission to support proposed changes in the articles and by-laws of East Central Wisconsin Regional Plan Commission

RESOLUTION NO. _____

**AMENDING THE ARTICLES OF ORGANIZATION AND THE BY-LAWS OF
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

TO THE CITY OF WAUPUN COMMON COUNCIL

WHEREAS, the City of Waupun is a member of the East Central Wisconsin Regional Planning Commission;

WHEREAS, the City of Waupun is a local unit of government in Fond du Lac County;

WHEREAS, the Articles of Organization (“Articles”) and the By-Laws of the East Central Wisconsin Regional Planning Commission (“Commission”) authorize a majority of the counties of the Commission to make certain amendments to the Articles and By-Laws;

WHEREAS, however, the Articles and By-Laws reserve to the local units of government within the Commission the authority to determine the composition of the Commission;

WHEREAS, the Commission’s Steering Committee and the Commission is recommending to both the member counties and the local units of government the amendments to the Articles and the By-Laws described below;

NOW THEREFORE, the following resolution is presented by the East Central Wisconsin Regional Planning Commission to the City of Waupun Common Council.

RESOLVED, that the City of Waupun Common Council does hereby approve the revisions to the By-Laws as more fully set forth in Exhibit A, which is attached and incorporated by reference; and

FURTHER RESOLVED, that the City of Waupun Common Council does hereby recommend that Article III of the Articles describing the composition of the Commission also be amended as more fully set forth in Exhibit B; and

FINALLY RESOLVED, that the City Clerk be directed to forward a copy of the signed resolution to the Executive Director of the East Central Wisconsin Regional Planning Commission.

Effective Date: February 8, 2022

Submitted By: East Central Wisconsin Regional Planning Commission

Signed: _____
Julie J. Nickel, Mayor

Attest:

Angela J. Hull, City Clerk/Treasurer

DATE: January 18, 2022

TO: Local Municipalities and Towns in Fond du Lac County

FROM: Melissa Kraemer Badtke, Executive Director

RE: Recommendations of Amendments to Articles of Organization and By-laws

The East Central Wisconsin Regional Planning Commission (ECWRPC) is a regional planning agency serving Calumet, Fond du Lac, Menominee, Outagamie, Shawano, Waupaca, Waushara, and Winnebago Counties. Regional Planning Commissions were formed by the executive order of the governor under Wis. State Statutes §66.0309. The Wisconsin statutes specify that regional planning commissions are to provide intergovernmental planning and coordination for physical, social and economic development of the region.

The East Central Wisconsin Regional Planning Commission is recommending amendments to the East Central's Articles of Organization and By-laws to remove the Gubernatorial appointments because of the extreme delays in obtaining the Appointments for the Commission Board. The Commission Board made additional changes to the Articles of Organization and the By-laws and both documents were finalized and approved by the Commission Board on April 30, 2021. Fond du Lac County approved a resolution of support on June 15, 2021.

Enclosed you will find a copy of the revised Articles of Organization and the By-laws for your review. For your convenience we are also enclosing a draft form resolution the Commission is recommending that you approve. The following steps would need to be taken by the local units of government, including the Counties to assist in this process:

1. A majority of the local units of governments (as defined as counties, towns, villages, and cities) would need to approve a resolution amending East Central's Articles of Organization and the By-laws.
2. A copy of the signed resolution will need to be sent Melissa Kraemer Badtke, Executive Director at mbadtke@ecwrpc.org.

If you have any questions, please contact:

Melissa Kraemer Badtke, Executive Director
East Central Wisconsin Regional Planning Commission
Phone: 920-886-6828
Cell Phone: 920-2020-1479
Email: mbadtke@ecwrpc.org

**EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
COMMISSION COMPOSITION & PROPOSED BYLAWS CHANGES**

Updated: 4/30/2021

COMMISSION BOARD COMPOSITION		
	Current Board Composition	New Bylaws Board Composition as approved 4/30/2021
Number of Commissioners	36	31
CALUMET COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Mayor of Largest City	Mayor of Largest City
	Governor's Appt.	
Number of Commissioners	4	3
FOND DU LAC COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Executive	County Executive
	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Council Pres. of Largest City	Council Pres. of Largest City
	Governor's Appt.	
Number of Commissioners	5	4
MENOMINEE COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Governor's Appt.	County Bd. Appt.
Number of Commissioners	3	3
OUTAGAMIE COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Executive	County Executive
	County Bd. Chair	County Bd. Chair
	Mayor of Largest City	County Bd. Appt.
	County Bd. Appt.	County Bd. Appt.
	County Bd. Appt.	Mayor of Largest City
	Governor's Appt.	
Number of Commissioners	6	5
SHAWANO COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Governor's Appt.	County Bd. Appt.
Number of Commissioners	3	3
WAUPACA COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Mayor of Largest City	Mayor of Largest City
	Governor's Appt.	
Number of Commissioners	4	3
WAUSHARA COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Governor's Appt.	County Bd. Appt.
Number of Commissioners	3	3
WINNEBAGO COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Executive	County Executive
	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	County Bd. Appt.	County Bd. Appt.
	Mayor of Largest City	Mayor of Largest City
	Governor's Appt.	
Number of Commissioners	6	5
EX-OFFICIO MEMBERS APPLETON (FOX CITIES) MPO		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representatives	WisDOT	WisDOT
	Valley Transit	Valley Transit
Number of Commissioners	2	2

RESOLUTION NO. 11-21

**AMENDING THE ARTICLES OF ORGANIZATION AND THE BY-LAWS OF
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

WHEREAS, the Articles of Organization (“Articles”) and the By-Laws authorize a majority of the counties that are members of the Commission to make certain amendments to the Articles and By-Laws; and

WHEREAS, however, the Articles and By-Laws reserve to the local units within the Commission the authority to determine the composition of the Commission; and

WHEREAS, the Commission’s Steering Committee has recommended to the Commission and is recommending to both the member counties and the local units the amendments to the Articles and the By-Laws described below; and

WHEREAS, the Commission’s Steering Committee has reconsidered its prior recommendation and now recommends to the Commission and to the local units, respectively, their approval of the revised set of Articles and By-Laws that are attached to this resolution;

RESOLVED, that the Commission does hereby approve the revisions to the By-Laws as more fully set forth in Exhibit A, which is attached and incorporated by reference; and

FURTHER RESOLVED, that the Commission does hereby recommend that Article III of the Articles describing the composition of the Commission also be amended as more fully set forth in Exhibit B; and

FURTHER RESOLVED, that the Commission’s Executive Director is authorized and directed to present the recommended amendments of the Articles and the By-Laws to both the member counties and the local units consistent with the revisions set forth in Exhibit A and Exhibit B; and

FURTHER RESOLVED, that the Commission’s Executive Director is authorized and directed to take such further action as may be necessary and appropriate to accomplish the intended purposes of this Resolution.

Effective Date: April 30, 2021

Submitted By: Steering Committee

Prepared By: Melissa A. Kraemer Badtke, Executive Director

Martin Farrell

Martin Farrell (May 4, 2021 14:31 CDT)

Martin Farrell, Chair – Fond du Lac Co.

BY-LAWS
of the
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

September 27, 1972
As Amended February 8, 1973
As Amended March 11, 1976
As Amended May 13, 1976
As Amended May 8, 1980
As Amended May 14, 1981
As Amended May 13, 1982
As Amended April 25, 1985
As Amended April 28, 1988
As Amended April 26, 1990
As Amended April 30, 1993
As Amended April 28, 1995
As Amended May 23, 2001
As Amended April 26, 2002
As Amended April 27, 2006
As Amended, April, 25, 2008
As Amended, October 30, 2009
As Amended, April 29, 2011
As Amended, October 26, 2013
As Amended, April 25, 2014
As Amended, July 25, 2014
As Amended, January 30, 2015
As Amended July 26, 2019
As Amended _____, 2021

BY-LAWS
of the
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

PREAMBLE

These By-laws, consistent with the statutes of the State of Wisconsin, and the Articles of Organization of the East Central Wisconsin Regional Planning Commission, further define, regulate, and provide rules of procedure for the East Central Wisconsin Regional Planning Commission and those Committees and officers established by and responsible to it, and have been adopted by the Commission for that purpose. Where the word "Commission" appears hereinafter, it shall be construed to mean the East Central Wisconsin Regional Planning Commission. It is the express intent of the Commission and the purpose of these By-laws to advance the regional function of the Commission as provided for by applicable law and to carry on the business of regional metropolitan and non-metropolitan planning and development in all of its ramifications and branches and to render professional and technical services in conjunction therewith.

ARTICLE I - OFFICES

Section 1. The Commission shall establish its offices at such location as it may from time to time, except that such location will be within the East Central Wisconsin Region, which is comprised of the Counties of Calumet, Fond du Lac, Menominee, Outagamie, Shawano, Waupaca, Waushara and Winnebago.

ARTICLE II - POWERS, DUTIES AND RESPONSIBILITIES

Section 1. PURPOSE: The purposes for which the Commission is created are to engage in any lawful activity within the purposes for which regional planning commissions may be created under Section 66.0309 of the Wisconsin Statutes, as amended.

Section 2. POWERS, FUNCTIONS AND RESPONSIBILITIES: In general, the Commission shall have all of the powers necessary to enable it to perform its functions and promote regional planning.

The functions of the Commission shall be solely advisory to the local governments and local governmental officials comprising the area and shall include but not be limited to the following because of enumeration.

- A. The Commission may conduct all types of research studies, collect and analyze data, prepare maps, charts and tables and conduct all necessary studies for the accomplishment of its other duties.

- B. The Commission may make plans for the physical, social and economic development of the region and may adopt by resolution any plan or the portion of any plan so prepared as its official recommendation for the development of the region.
- C. The Commission may publicize and advertise its purposes, objectives and findings and may distribute reports thereon.
- D. The Commission may provide advisory services on regional planning problems to the local government units within the region and to other public and private agencies in matters relative to its functions and objectives.
- E. The Commission may act as a coordinating agency for programs and activities of such local units and agencies as they relate to its objectives.
- F. The Commission may accept aid in any form for the purpose of accomplishing regional planning for all governmental agencies whether local, state or federal if the conditions under which such aid is furnished is not incompatible with the provisions of Section 66.0309 of the Wisconsin Statutes, as amended.
- G. The Commission may accept gifts and grants from public or private individuals, entities or agencies if the conditions under which such grants are made in accordance with the accomplishment of its objectives.
- H. The Commission shall make an annual report of its activities to the legislative bodies of the local governmental units within the region, and shall submit two copies of such report to the Wisconsin Legislative Reference Bureau per Wisconsin State Statutes § 66.0309(8)(b), as amended.
- I. The Commission shall prepare a comprehensive planning program for the physical development of the region and adopt a regional comprehensive plan consistent with Wisconsin State Statutes §66.1001(9) as outlined in the Wisconsin State Statutes §66.0309(9) and §66.0309(10), as amended. The Commission may amend, extend or add to the comprehensive planning program or carry any part of such matter into greater detail.
- J. The Commission shall annually on or before July 31 of each year prepare and approve a preliminary budget reflecting the cost of its operation and services to the participating governmental units within the region. The Commission's final budget shall be approved by or before January 31 of the year following.

ARTICLE III - MEETINGS

Section 1. ANNUAL MEETING: There shall be an annual meeting of the Commission in conjunction with, and following, the April Quarterly Meeting for the appointment of standing committee membership, a presentation of the Commission's Annual Report of its activities and

any other business as may properly come before it.

Section 2. QUARTERLY MEETINGS: In addition to the annual meeting, quarterly meetings of the Commission shall be held on the last Friday of January, April, July and October, except when a different date is designated by the officers. When the agenda of any meeting does not include resolutions for deliberation by the Commission or consideration of said resolutions may be delayed to the next meeting without adversely impacting the work flow of the Commission, the Chairperson may cancel and then reschedule any meeting at their discretion, but may not cancel two consecutive meetings. The election of officers shall be conducted by the Commission at the April quarterly meeting. The levy and draft annual budget shall be adopted by the Commission at the July quarterly meeting. The annual budget and work program (not levy) shall be re-affirmed at the subsequent January meeting.

Section 3. SPECIAL MEETINGS: Special meetings may be called at any time by the Chairperson of the Commission. Special meetings shall also be called by the Chairperson upon written request by three or more members of the Commission.

Section 4. NOTICE OF MEETINGS: The Secretary of the Commission shall send to each and every member of the Commission notice of all meetings quarterly and the annual meeting, not less than five (5) days prior to said meetings and such notice shall state the day, time, place and general purpose of such meeting. Notices for special meetings, as described in Section 3 shall be e-mailed, mailed, or posted not less than three (3) business days prior to said meeting. In no case, shall an agenda, or amended agenda, be e-mailed or posted less than 24 hours in advance of said meeting.

Section 5. QUORUM: The presence at any meetings (including Standing Committees, unless otherwise noted) of a majority (defined as $\geq 50\%$) of the current Commission members, which majority shall also include representation from a majority (defined as $\geq 50\%$) of the member Counties assigned to the Committee, shall be necessary and sufficient to constitute a quorum for the transaction of any business and the election of officers. All matters relating to business shall require an affirmative vote of a simple majority of those members attending a legal meeting (when a quorum is present), unless otherwise noted as a 2/3 vote requirement.

Section 6. PUBLIC MEETINGS: Member County Planning/Zoning Directors and State Legislative Representatives from the region (unless already a member of the Commission), and the Wisconsin Economic Development Corporation, the Department of Natural Resources and other agencies, as may be determined from time to time, shall be notified of all meetings pursuant to Article III, Section 4. Meeting notices shall be e-mailed or mailed to local media, posted on ECWRPC premises, and posted to the Commission's website, www.ecwrpc.org for public viewing.

ARTICLE IV - COMPOSITION OF COMMISSION

Section 1. GENERAL: Adhering to the principle of representation based on population, the membership of the Commission shall be created pursuant to the provisions of § 66.0309 (3) (b) of the Wisconsin Statutes, as amended, determined and allocated among participating counties as follows:

~~A. The Chairperson and the County Executive from each member county within the Commission. If a member county is organized without a County Executive, the County Chairperson shall appoint a member of the County Board to serve as the second elected official from that county. Two elected officials from each member county which comprises the Commission.~~

~~B. One person, who may be an elected official from each participating county, selected by the Governor.~~

~~CB. One elected official from the largest city, if the member County has a population of 50,000 or more as defined by the U.S. Decennial Census. If the member County does not have a population of 50,000 or more per the U.S. Decennial Census, the member County may appoint a County Supervisor to the Commission Board. No additional representation hereunder shall be granted for any fractional part of the required population unit. One elected official from the largest city, or if no city the largest village, within each member county, appointed by the mayor, council president, or village president, depending on the specific form of government.~~

~~C. In addition to the representation specified in subsections A. and B., above, Counties with a population greater than 50,000 based on the U.S. Decennial Census are entitled to one additional member to the Commission Board for each full unit of 50,000 population that exceeds the 50,000 base number described in subsection B., above. (For purposes of illustration only, a County with a population of 180,000 would be entitled to 2 additional members to the Commission Board under this subsection C.)~~

~~D. One ex-officio representative of the Wisconsin Department of Transportation (WisDOT) may participate on transportation issues, subjects of concern and interest to their geographic areas, or due to noted/recognized expertise. This member must be appointed by WisDOT.~~

~~ED. One ex-officio representative of a public agency that administers or operates major modes of transportation in the Fox Valley metropolitan planning organization area, including representation by providers of public transportation. [Note: This position will be held by the Transit Manager for Valley Transit].~~

~~**Section 2. SELECTION OF MEMBERSHIP:** The Commission membership as set forth in the preceding Section 1 of this Article shall consist of members to include the following:~~

~~A. The Chairman of the County Board of each participating County and the County Executive, if any, of each participating County shall be members of said Commission.~~

~~B. One member from each participating County shall be appointed by the Governor from a list of two (2) or more persons nominated by the respective County Boards,~~

~~of which at least one (1) shall be a private citizens. In nominating private citizens, the County Board shall give preference to those persons having experience in multi-jurisdictional efforts in one or more of the following areas: land use planning, transportation, law, finance, engineering, recreation and natural resources development, social or economic planning. The Commission shall reimburse the member Counties for any costs incurred in seeking/fulfilling this position.~~

~~C. The remaining elected officials comprising the representation allocated to each participating County under Section 1, Paragraph A, shall be appointed by the Chairman of the County Board or by the County Executive as the Wis. Stats. so require or provide and subject to confirmation by the County Board [Note: see determination by Outagamie County Corporation Counsel in letter dated April 27, 2012]. In those counties having additional representation as specified in Section 1, Paragraph C, the first such representation shall be the mayor, or council president in cities with a council manager plan, of the largest city in the County. All additional representatives shall be either county supervisors, city mayors, aldermen or councilmen, village presidents or board members, town board chairman or town board supervisors residing within the respective County.~~

~~D. One ex-officio representative of the Wisconsin Department of Transportation (WisDOT) may participate on transportation issues, subjects of concern and interest to their geographic areas, or due to noted/recognized expertise. This member must be appointed by WisDOT.~~

~~E. One ex-officio representative of a public agency that administers or operates major modes of transportation in the Fox Valley metropolitan planning organization area, including representation by providers of public transportation. [Note: This position will be held by the Transit Manager for Valley Transit].~~

Section-32. TERM OF OFFICE: ~~Those Commissioners who are appointed by the County Board Chairman or the County Executive shall serve for a term of two (2) years, or until they cease to hold their public office, whichever comes first. Those Commissioners appointed by the Governor shall serve for a four (4) year term. Voting, ex-officio members as described in Section 2.D., shall serve continuously at the pleasure of the appointing body.~~

Section-43. COMMISSION ALTERNATES: ~~Any member of the Commission selected pursuant to Section-21, Paragraphs A or C of this aArticle may designate, in writing and with the concurrence of the Commission, a permanent designee representative as an alternate provided the representative meets the provisions of Section 2, Paragraph C of this article. Alternatively, for members serving under the provisions of Section 1., Paragraph C of this article as the first additional representative in counties having a population greater than 50,000, and then only when representing cities with council manager forms of municipal government, the current city manager may be designated as a permanent alternate by action of the member with concurrence by resolution of the council of said community. Such alternate representative may attend all meetings of the Commission or its committees and exercise all voting powers of the member, except when the member is present. Any member of the Commission may designate, in writing, a temporary alternate for any meeting of the Commission or its~~

~~committees, except that an alternate may not be designated for more than two Commission meetings in succession. Temporary alternate representatives may attend all meetings of the Commission or its committees and exercise all voting powers of the member, except when the member is present.~~

Section 54. RESIGNATION: Any Commissioner ~~selected pursuant to Section 2, Paragraph C of this article~~ who resigns his or her Commission membership or his or her elective office shall submit his or her resignation effective as of his-the last day in office, and thereafter the vacancy shall be filled by appointment for the unexpired term by the County Board Chairperson (if a county) or the city council or village board. only, pursuant to Section 2, Paragraph C of this article. ~~Any Commissioner selected pursuant to Section 2, Paragraph B of this article who resigns shall submit his resignation to the Governor with a copy to the County Board Chairman or County Executive, and thereafter the vacancy shall be refilled pursuant to the provisions of Section 2, Paragraph B and Section 3 of this article.~~

ARTICLE V - OFFICERS

Section 1. NUMBER: The officers of the Commission shall be comprised of a Chairperson, Vice-Chairperson, and Secretary-Treasurer, subject to the express condition that the offices of Chairperson and Vice-Chairperson shall never be concurrently held by Commissioners from the same County.

Section 2. ELECTION: The offices of Chairperson and Vice-Chairperson of the Commission shall be selected by ballot as the last order of business at the April quarterly meeting of the Commission, to take office effective as of said date, and they shall hold their terms of office for a period of two years or until their successors have been duly elected and qualified. The Chairperson shall appoint a Nominating Committee for the purpose of nominating Commission members for election as officers, and the Chairperson shall advise the Commission of his or her selection of such a Nominating Committee at the January meeting.

Section 3. REMOVAL: Any of the officers may be removed for cause and may be removed if incapacitated or unable to attend meetings and perform the duties of his office. Removal from office shall require a two-thirds (2/3rds) vote of the Commissioners present, voting at a legal meeting.

Section 4. VACANCIES: Should any office become vacant for any cause, the Commission shall select a successor from among the Commission members who will serve until the next April quarterly meeting of the Commission when the regular elections are held.

Section 5. CHAIRPERSON: The Chairperson of the Commission shall preside, and may vote, at all meetings of the Commission. He or she may present to the Commission such matters as, in his or her judgment, require attention, and he or she shall perform such other duties as are entrusted to the Chairperson by statute or by these By-laws. Subject to any contrary requirements in these By-laws, the Chairperson shall be guided by Robert's Rules of Order in the conduct of meetings. In no event shall any one member serve as Chairperson for more than three consecutive terms. The Chairperson may also act on behalf of the Steering

Committee and/or full Commission in the rare instances that a timely commitment of County levy funds is required in order to take advantage of state or federal grant funding opportunities. In such cases, the Chairperson's may approve such commitments for an amount equal to or less than \$50,000. In all cases, when such action is used, the item shall be placed on the next available Steering Committee agenda for review and follow up action by the Steering Committee as a whole. The Commission Chairperson will be compensated an additional annual net stipend of \$1,000 beginning in 2020, with the first payment to be made in March, 2021 and then annually thereafter.

Section 6. VICE-CHAIRPERSON: The Vice-Chairperson shall preside in the absence of the Chairperson or in the event that the Chairperson is incapacitated or unable to serve, and in the absence or disability of the Chairperson, his or her duties shall be performed by the Vice-Chairperson.

Section 7. SECRETARY-TREASURER: The Executive Director of the Commission shall be designated as the Secretary-Treasurer of the Commission and shall keep and distribute minutes of all meetings of the Commission and shall counter-sign all documents as required to be executed, and shall keep and preserve all resolutions, transactions, findings and determinations of the Commission. In the absence of the Secretary-Treasurer, the Chairperson may name a Deputy Secretary-Treasurer who shall perform the duties of the Secretary-Treasurer at that meeting, or until the office shall have been filled as heretofore provided. The Secretary-Treasurer of the Commission shall keep all the funds of the Commission except those funds held by governmental agencies in trust for the Commission, and shall deposit them in a depository authorized by the Commission, and shall keep an accurate record of all receipts and disbursements. He or she shall be required to supply a bond in the amount of Fifty-Thousand Dollars (\$50,000), the premium for which shall be paid out of the Commission's funds, and he or she shall make all the disbursements under the direction of the Commission.

Section 8. ADDITIONAL OFFICERS: The Commission, at an annual, special or quarterly meeting, may create such additional officers as it may deem in its judgment advisable and prescribe their duties.

ARTICLE VI - MANAGEMENT

Section 1. EXECUTIVE COMMITTEE: The Executive Committee shall be comprised of the entire Commission membership as set forth in Article IV.

Section 2. STANDING COMMITTEES: Appointments to standing committees shall be made by the Chairperson at its Annual Meeting based on recommendations of the Nominating Committee. Such appointments shall not include designation of the committee chairperson and vice-chairperson as such positions are nominated and elected by the Committees themselves.

There shall be Standing Committees and sub-committees including but not limited to the following:

- A. **Steering Committee:** The Steering Committee shall be composed of at least eight (8) members who serve as their respective county board chair or their designee. The Chairperson and Vice-Chairperson positions for the Committee can, but is not required to be, the same as the current Commission Chairperson and Vice-Chairperson positions. The Secretary-Treasurer of the Commission shall be the secretary of the Steering Committee and shall attend all meetings of the Committee, keep a record of the proceedings and perform such other duties as may be designated to him or her by the Committee. The Secretary-Treasurer shall be an ex-officio member of this Committee without voting privileges. The duties of the Committee shall include:
1. Ensure proper coordination and cooperation among the planning committees of the Commission and their respective citizens' or technical advisory committees.
 2. Act in emergency situations with the full power and authority of the Commission taking appropriate action until action is taken at the next Commission meeting, subject only to the limitation of \$50,000 for any expenditure resulting from such action. Refer also to Article V, Section 5 regarding additional Chairperson authorities for the timely approval of County levy commitments for state and federal funding opportunities, and the Commission's Financial Procedures Manual for authorities of the Executive Director.
 3. Keep the Commission advised of pending legislation affecting the Commission, its policies and its programs.
 4. Prepare and submit at the quarterly July meeting a preliminary budget and work program for the purposes of establishing the levy.
 5. Recommend entering into contracts with member governmental units for the provision of staff planning services.
 6. Recommend the employment of auditors to audit the books of the Commission.
 7. Direct the payment of any bills, claims or expenses incurred on behalf of and approved by the Commission.
 8. Recommend the appointment of employees necessary to administer and carry out the functions of the Commission.
 9. Recommend the salaries and wages of all employees of the Commission.
 10. Recommend a per diem compensation, mileage and other expenses to be paid members of the Commission.
 11. Direct and monitor the current planning, information system and administration, and overhead program elements.

- B. Planning Committees:** The composition of the various planning committees shall be determined by the Steering Committee. The general functions of the committees include:
1. Elect a Committee Chairperson and Vice-Chairperson as their first order of business at the first regular Committee meeting following the Annual Meeting. The Steering Committee Chairperson and Vice Chairperson shall generally be the same as the current Commission Chairperson and Vice-Chairperson, but it is not required.
 2. Provide orientation information for new Planning Committee members at the first meeting following the Annual Meeting.
 3. Prepare the annual work program statement of activities for their respective program element(s).
 4. Review detailed study designs for major work elements.
 5. Monitor progress on work activities, review staff drafts of analytical reports and alternative plan and program proposals.
 6. Report, advise and recommend on activities for their respective program element(s) including their responsibilities for elements of the regional comprehensive plan to the full Commission for action.
 7. Review specific project proposals for conformance with adopted plans and policies.
 8. Coordinate activities with those of other committees when necessary and desirable.
 9. Maintain liaison with appropriate citizen and technical advisory committees.

The specific duties of the Planning committees are as follows:

- (a) **Regional Comprehensive Planning Committee:** This committee directs and monitors the regional comprehensive plan and oversees other matters of regional impact.
- (b) **Economic Development Committee:** This Committee directs and monitors the economic development and housing program element and maintains liaison with respective technical advisory committees, including the Comprehensive Economic Development Strategy (CEDS) Committee. The CEDS Committee composition and operational structure is managed through the guidelines adopted by the Commission in Resolution No. 29-09.
- (c) **Transportation Committee:** This committee directs and monitors the transportation program element in accordance with state and federal regulations. Maintains liaison with the Transportation Policy Advisory

Committees and the Transportation Technical Advisory Committee.

- (d) **Open Space and Environmental Management Committee** - This committee directs and monitors the open space and environmental management program element.
- (e) **Community Facilities Committee** – This committee directs and monitors the community facilities program element. The committee has responsibility to act on-behalf of the Commission for sewer service area amendments and reviews.

Section 3. SPECIAL PROJECT COMMITTEES: The Commission may from time to time create special project committees from the Commission membership to perform under delegated authority of the Commission.

Section 4. ADVISORY COMMITTEES: The Commission shall seek the advice and cooperation of interested citizens, public officials and agency administrators. Citizen and Technical Advisory Committees shall be established as the Commission shall deem necessary to effectively carry out the purposes of the organization. The membership of the Citizen and Technical Advisory Committees shall be established in such manner as determined by the Commission.

Section 5. NOMINATING COMMITTEE: The Nominating Committee shall consist of one Commissioner from each County appointed by the Chairperson and approved by the Commission at their January meeting, provided that no officer may serve on the Committee. The nominating Committee shall review the results of an internal survey of Commissioners (developed and sent out by staff) as part of their deliberations on Committee assignments. The Committee may, at its discretion, develop and institute a standard rotation schedule of Committee assignments based on agreed upon criteria.

Section 6. STAFF: The Commission may conduct its operations through a permanent staff hired in a manner that the Steering Committee may determine, or through retention of part-time professional, technical and clerical employees, through consultants or through other personnel that it may deem qualified to assist in its business. The Commission may delegate to the staff and to those persons hired by it those functions that the Commission may determine, but the said Commission will remain solely responsible in all matters.

Section 7. DEPOSITORY: The Commission shall determine a depository for the funds of the Commission and direct the Secretary-Treasurer therein to deposit the funds in such designated depository in such manner so the deposits will not be made inconsistent with Wisconsin Law and which may be subject to review by the Commission as a body. The terms and conditions of the agreements between the depository and the Commission shall be incorporated as a part of the By-laws of the Commission.

Section 8. MEETING PAYMENTS AND EXPENSES: A payment for meetings, mileage, and other expenses shall be paid to Commissioners-by the Commission. All members shall be reimbursed for actual expenses incurred as members of the Commission in attending meetings

and in carrying out the work of the Commission.

ARTICLE VII - CONTRACTS AND EXECUTION OF INSTRUMENTS, CHECKS AND DRAFTS

Section 1. CONTRACTS: The Commission may enter into such contracts which are necessary to carry out the purposes and duties of the Commission and which are not inconsistent with the provisions of the Wisconsin law. The Commission may apply, contract for, receive, and expend for its purposes, any funds, grants, gifts or donations from any local governmental unit, the State of Wisconsin, the Federal Government or any other source.

Section 2. EXECUTION OF INSTRUMENTS: When the execution of any contract, conveyance or other instrument has been authorized without specification of the executing officers, the Chairperson or Vice-Chairperson, and the Secretary-Treasurer may execute the same in the name and behalf of the Commission per the limits expressed in the Financial Procedures Manual. The Commission shall have the power to designate the officers and agents who shall have authority to execute any instrument in behalf of the Commission.

Section 3. CHECKS AND DRAFTS: The Commission may authorize and direct the Secretary-Treasurer to issue such checks, drafts and vouchers as it may deem necessary for the payment of bills and expenses incurred for and on behalf of the Commission. All disbursements made by check drawn on the Commission's depository bank shall be signed by the Secretary-Treasurer. In the Secretary-Treasurer's absence, the Assistant Director may sign checks, drafts, and vouchers. To facilitate prompt payment of small bills and expenses, there is established a petty cash fund of \$100. This petty cash fund is authorized to be placed in the custody of the Secretary-Treasurer, or their designee, who may make payment of claims up to \$100.

ARTICLE VIII - FISCAL YEAR

Section 1. The fiscal year of the Commission shall be the calendar year.

ARTICLE IX - SEAL

Section 1. The Commission shall procure an official seal which shall contain the following legend: "EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION."

ARTICLE X - AMENDMENTS

Section 1. Except as described in Section 2, below, these By-laws may be amended at any quarterly meeting of the Commission. The Secretary-Treasurer shall be sent out to each member of the Commission a copy of the proposed amendment or amendments to the By-laws. This shall be done not less than five (5) days prior to the date of the meeting at which they will be considered. Amendment of these By-laws shall require a majority vote of the Commissioners

present, voting at a legal meeting (when a quorum is present).

Section 2. Article IV, Section 1 hereof shall be amended only in accordance with resolutions approved by the governing bodies of a majority of local units within the Commission, and these units shall have in the aggregate at least half of the population of the region.

ARTICLE XI - COMPLIANCE WITH FEDERAL AND STATE OF WISCONSIN LAW

Section 1. INCONSISTENCIES: In the event that these By-laws, or any provisions herein contained, should in any manner be contrary to or violate of the provisions of Federal or State of Wisconsin Law, the provisions of the Federal or State of Wisconsin Law shall prevail.

ARTICLE XII – METROPOLITAN PLANNING ORGANIZATION FUNCTION & RESPONSIBILITIES

Section 1: PURPOSE: To implement Federal and State level transportation planning requirements as the designated Metropolitan Planning Organization (MPO) for the Fox Cities and Oshkosh Metropolitan Planning Areas (MPAs).

Section 2. OFFICIAL DESIGNATION: The East Central Wisconsin Regional Planning Commission (Commission) through cooperative partnership agreements with the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the Wisconsin Department of Transportation (WisDOT) is the designated Metropolitan Planning Organization (MPO) for the Appleton (Fox Cities) Transportation Management Area (TMA) and the Oshkosh Metropolitan Planning Area (MPA).

Section 3: URBANIZED AREA BOUNDARY & METROPOLITAN PLANNING AREA: Per the 2010 Decennial Census, the Appleton (Fox Cities) and Oshkosh Urbanized Areas and Metropolitan Planning Areas (MPAs) includes portions of Calumet, Outagamie and Winnebago Counties.

Section 4: MPO POLICY BOARD: The Appleton(Fox Cities) and Oshkosh Metropolitan Planning Organizations (MPOs) are governed by a single MPO Policy Board containing the same representation of elected and appointed representatives as those of the Commission. All functions, responsibilities, and authorities conveyed in these Bylaws, as they pertain to the Commission, are conferred to the MPO Policy Board when exercising such authority on transportation related policy matters or decisions.

Section 5: MPO STAFF: MPO staff is responsible for carrying out the federal transportation planning process in conjunction with its partners. The Commission is the hosting body for the MPO staff. As such, MPO staff are Commission employees.

Section 6: RESPONSIBILTIES MPO POLICY BOARD: In addition all other Bylaw responsibilities afforded to the Commission, the MPO Policy Board is the body that reviews and approves all transportation related activities of the MPO. This includes being a forum for

cooperative decision-making with the following responsibilities:

- A. Approve goals and objectives of the transportation planning process;
- B. Review and approval the Long Range Transportation Plans (LRTPs) and its updates or revisions;
- C. Review and adopt changes in transportation planning concepts;
- D. Review and approve the Unified Planning Work Program (UPWP);
- E. Review and adopt the Transportation Improvement Program (TIP) including project priorities and approve any changes in the priority schedule;
- F. Ensure the efficient and effective use of the Federal Highway Administration (FHWA) Section 112 and the Federal Transit Administration (FTA) Section 5303 planning funds;
- G. Serve as liaison representatives between various governmental units in the study area to obtain optimum cooperation of all governmental units in implementing various elements of the plan;
- H. Ensure citizen participation and transparency within the transportation planning process through proactive policies and procedures.

Section 7: MPO SUBCOMMITTEES & INTERLOCAL AGREEMENTS: The MPO Policy Board shall have the authority to form temporary (or permanent) subcommittees to conduct the following activities in order to carry out MPO Policy Board functions:

- A. To negotiate the terms of possible funding agreements with member agencies;
- B. To investigate how MPO functions might be improved;
- C. To evaluate the MPO Director's performance and make recommendations;
- D. To conduct research and/or fact-finding regarding MPO plans, policies or operations.

All findings, recommendations and/or proposals submitted by MPO subcommittees shall not be binding, but are subject to review and final approval of the MPO Policy Board.

These By-laws were adopted by the Commission on the 27th day of September, 1972, as further amended on the 8th day of February, 1973, the 11th day of March, 1976, the 13th day of May, 1976, the 8th day of May, 1980, the 14th day of May, 1981, the 13th day of May, 1982, the 25th day of April, 1985, the 28th day of April, 1988, the 26th day of April, 1990, 30th day of April, the 28th day of April, 1995 the 23rd day of May, 2001, the 26th day of April, 2002, the 27th day of April, 2006, the 25th day of April, 2008, the 29th day of April, 2011, the 26th day of October, 2013, the 25th day of April, 2014, the 25th day of July, 2014, the 30th day of January, 2015, the 26th day of July, 2019, and the ____ day of _____, 2021.

ARTICLES OF ORGANIZATION
OF
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
September 27, 1972

**ARTICLES OF ORGANIZATION
OF
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

ARTICLE I - AUTHORIZATION

The provisions of Section 66.945 of the Wis. Stats. authorizes counties, in the form of resolutions, to petition the Governor of the State of Wisconsin to create a regional planning commission within a proposed area. Upon receipt of such petitions and the holding of a public hearing, the governor may create a regional planning commission by Order and designate the areas and boundaries of the commission's jurisdiction.

Pursuant to such statutory provisions the governing bodies of Calumet, Fond du Lac, Green Lake, Marquette, Menominee, Outagamie, Shawano, Waupaca, Waushara, and Winnebago Counties, by resolution, petitioned the Honorable Patrick J. Lucey to form a regional planning commission encompassing the general area of such counties. Thereafter a public hearing on such petitions was duly held at the Winnebago Court House located in the City of Oshkosh, Wisconsin, on the 26th day of June, 1972. Subsequent to the said public hearing, the Honorable Governor Patrick J. Lucey did by an Executive Order dated June 29, 1972, create the Regional Planning Commission and designate that the area of the Commission be comprised of the Counties of Calumet, Fond du Lac, Green Lake, Marquette, Menominee, Outagamie, Shawano, Waupaca, Waushara, and Winnebago.

ARTICLE II - NAME

The said counties comprising the Regional Planning Commission, as designated by the Governor's Executive Order dated June 29, 1972, are all located within the proximity of the East Central area of Wisconsin; and, therefore, the name of the Commission shall be: **EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION.**

ARTICLE III - COMPOSITION OF COMMISSION

The area of the Commission as designated by the Executive Order of the Governor does not include a city of the first class as defined in Wis. Stat. Section 62.05. Therefore, pursuant to the provisions of Wis. Stat. Section 66.0309(3) (b) the membership of the Commission is to be determined by resolutions duly approved by the governing bodies of a majority of the local units within the region, and these units shall have in the aggregate at least half of the population of the region.

The said ten-county area comprising the Commission includes 243 local units of government with a combined population of 474,186 as shown by the last Federal census. A majority or 145 of these local units within the designated region representing a population count of 629,428 have duly adopted the following resolutions as to membership of the Commission: **[Update numbers recited in this paragraph.]**

Section 1. GENERAL: Adhering to the principle of representation based on population, the membership of the Commission shall be created pursuant to the provisions of Wis. Stat. Section 66.0309 (3) (b) determined and allocated among participating counties as follows:

- A. ~~Two elected officials from each member county which comprises the Commission. The Chairperson and the County Executive from each member county within the Commission. If a member county is organized without a County Executive, the County Chairperson shall appoint a member of the County Board to serve as the second elected official from that county.~~
- B. ~~One person, who may be elected official from each participating county, selected by the Governor. One elected official from the largest city, if the member County has a population of 50,000 or more as defined by the U.S. Decennial Census. If the member County does not have a population of 50,000 or more per the U.S. Decennial Census, the member County may appoint a County Supervisor to the Commission Board. -or if no city the largest village, within each member county, appointed by the mayor, council president, or village president, depending on the specific form of government.~~

~~C. In addition to the representation specified in subsections A. and B., above, Counties with a population greater than 50,000 based on the U.S. Decennial Census are entitled to one additional member to the Commission Board for each full unit of 50,000 population that exceeds the 50,000 base number described in subsection B., above. (For purposes of illustration only, a County with a population of 180,000 would be entitled to 2 additional members to the Commission Board under this subsection C.) One (1) additional elected official from each 50,000 unit of population residing within a member county as determined by the last federal decennial census. No additional representation hereunder shall be granted for any fractional part of the required population unit.~~

~~D. One ex-officio representative of the Wisconsin Department of Transportation (WisDOT) may participate on transportation issues, subjects of concern and interest to their geographic areas, or due to noted/recognized expertise. This member must be appointed by WisDOT.~~

~~DE. One ex-officio representative of a public agency that administers or operates major modes of transportation in the Fox Valley metropolitan planning organization area, including representation by providers of public transportation. [Note: This position will be held by the Transit Manager for Valley Transit.]~~

~~**Section 2. SELECTION OF MEMBERSHIP:** The Commission membership as set forth in the preceding Section 1 of this Article shall consist of members to include the following:~~

~~A. The Chairman of the County Board of each participating County and the County Executive, if any, of each participating County shall be members of said Commission.~~

~~B. One member from each participating County shall be appointed by the Governor from a list of six or more persons nominated by the respective County Boards, of which at least four shall be private citizens. In nominating private citizens, the County Board shall give preference to those persons having experience in multi-jurisdictional efforts in one or more of the following~~

~~areas: land use planning, transportation, law, finance, engineering, recreation and natural resources development, social or economic planning.~~

~~C. The remaining elected officials comprising the representation allocated to each participating County under Section 1, Paragraph A, shall be appointed by the Chairman of the County Board or by the County Executive as the Wis. Stats. so provide and subject to confirmation by the County Board. In those counties having additional representation as specified in Section 1, Paragraph C, the first such representative shall be the mayor, or council president in cities with a council-manager plan, of the largest city in the County. All additional representatives shall be either county supervisors, city mayors, aldermen or councilmen, village presidents or board members, town board chairmen or town board supervisors residing within the respective County.~~

Section 32. TERM OF OFFICE: ~~Those Commissioners who are appointed by the County Board Chairman or the County Executive~~ shall serve for a term of two (2) years, or until they cease to hold their public office, whichever comes first. Voting, ex-officio members shall serve continuously at the pleasure of the appointing body.

~~Those Commissioners appointed by the Governor shall serve for a four (4) year term.~~

Section 3. COMMISSION ALTERNATES: Any member of the Commission selected pursuant to Section 1, of this Article may designate, in writing and with the concurrence of the Commission a permanent designee.

Section 4. RESIGNATION: Any Commissioner -who resigns his or her Commission membership or his or her elective office shall submit his or her resignation effective as of the last day in office, and thereafter the vacancy shall be filled by appointment for the unexpired term by the County Board Chairperson (if a county) or the city council or village board.

ARTICLE IV - PURPOSES

The purposes for which the Commission is created are to engage in any lawful activity within the

purposes for which regional planning commissions may be created under Wis. Stat. Section 66.0309.

ARTICLE V - POWERS, FUNCTIONS AND DUTIES

In general, the Regional Planning Commission shall have all of the powers necessary to enable it to perform its functions and promote regional planning.

The functions of the Regional Planning Commission shall be solely advisory to the local governments and local governmental officials comprising the area and shall include but not be limited to the following because of enumeration.

- A. The Commission may conduct all types of research studies, collect and analyze data, prepare maps, charts and tables and conduct all necessary studies for the accomplishment of its other duties.
- B. The Commission may make plans for the physical, social and economic development of the region and may adopt by resolution any plan or the promotion of any plan so prepared as its official recommendation for the development of the region.
- C. The Commission may publicize and advertise its purposes, objectives and findings and may distribute reports thereon.
- D. The Commission may provide advisory services on regional planning problems to the local government units within the region and to other public and private agencies in matters relative to its functions and objectives.
- E. The Commission may act as a coordinating agency for programs and activities of such local units and agencies as the relate to its objectives.
- F. The Commission may accept aid in any form for the purpose of accomplishing regional planning from all governmental agencies whether local, state or federal if the conditions under which such aid is furnished is not incompatible with the provisions of Wis. Stat. Section 66.0309.
- G. The Commission may accept gifts and grants from public or private individuals or agencies if the conditions under which such grants are made are in accordance with the accomplishment

of its objectives.

- H. The Commission shall make an annual report of its activities to the legislative bodies, the local governmental units within the region, and shall submit two copies of such report to the Legislative Reference Bureau.
- I. The Commission shall prepare a comprehensive planning program for the physical development of the region. The Commission may amend, extend or add to the comprehensive planning program or carry any part of such mater into greater detail.
- J. The Commission shall annually on or before October 1, of each year prepare and approve a budget reflecting the cost of its operation and services to the local governmental units within the region.

ARTICLE VI - PROPORTIONATE SHARE OF COSTS

The member counties of the Commission shall provide their proportionate share of the public funds necessary to meet the requirements of the budget in the amount represented by the percentage of their equalized valuation for tax purposes of the land, buildings and other improvements thereon of such local and governmental unit, within the region, to the total such equalized valuation within the region. The amount charged shall be in accordance with the most recent equalized valuation figures published by the Wisconsin Department of Taxation. The requested allocation from and levied upon each member county shall not exceed the statutory limits of a .003% of such equalized value under its jurisdiction within the region.

ARTICLE VII - ADMINISTRATION

The administrative affairs and the rules of procedure of the Regional Planning Commission shall be governed in the manner as provided for in the duly adopted By-laws of the Commission. In compliance with the statutory requirements, the said adopted By-laws shall provide for the election of a chairman and executive committee and an annual meeting of the said Commission.

ARTICLE VIII - WITHDRAWAL

A member county of the Commission may withdraw from the Regional Planning Commission at the end of any fiscal year by a two-thirds (2/3rds) vote of the members elect of its Board of Supervisors taken at least six months prior to the effective date of such withdrawal.

ARTICLE IX - AMENDMENTS

These Articles, except Article III, may be amended by resolutions duly adopted by the Board of Supervisors from a majority of the counties which are members of this Commission. Article III shall be amended only in accordance with resolutions approved by the governing bodies of a majority of local units within the region, and these units shall have in the aggregate at least half of the population of the region.



AGENDA SUMMARY SHEET

MEETING DATE: 2-8-22

TITLE: Resolution Authorizing 2021 Budget Amendments in a Series of Funds

AGENDA SECTION: RESOLUTIONS AND ORDINANCES

PRESENTER: Michelle Kast, Finance Director

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

SUMMARY:

The following council and committee approved actions took place in 2021 creating the need for budget amendments:

General Fund/TID 5/Capital Improvement Fund/Equipment Replacement Fund

- A \$230K transfer to TID 5 was budgeted; due to TID 5 performance and interest savings from debt refunding the transfer was reduced to \$51K. The remaining \$179K was transferred to the Equipment Replacement Fund (\$100K) and Capital Improvement Fund (\$79K), to build fund balance.
- Due to vacancies, police patrol wages came in under budget and \$15K of the surplus was transferred to cover unbudgeted emergency medical service costs.

Trust Fund

- \$75K was contributed from the Brooks Fund toward the mental health clinic at RRIS; this expense was unbudgeted.

Library Fund/Capital Improvement Fund

- Per Library Board approval, \$31,594 was spent from the Library's trust fund (majority on drive-up window) and \$38K was transferred to the Capital Improvement Fund, to build fund balance.

Debt Service Fund/Capital Improvement Fund

- 2013 Pool Bonds were refunded in 2021 to obtain interest savings, creating the need to amend the budget for debt proceeds and debt payoff.

TIF District 3

- The amendment increases the expense budget to align with TID 3 revenues and support 2021 CDA projects.

ATTACHMENTS:

Resolution Authorizing 2021 Budget Amendments in a Series of Funds

RECOMMENDED MOTION:

Motion to approve Resolution 02-08-22-__ Authorizing 2021 Budget Amendments in a Series of Funds

AUTHORIZING 2021 BUDGET AMENDMENTS IN A SERIES OF FUNDS

WHEREAS, the Common Council of the City of Waupun approved a series of actions that require related 2021 budget adjustments in a series of funds;

WHEREAS, budget amendments are necessary to fund costs incurred related to emergency medical services;

WHEREAS, the Library Board approved expenditures that require related 2021 budget adjustments;

WHEREAS, budget amendments are necessary to fund mental health clinic contributions;

WHEREAS, 2013 pool bonds were refunded to obtain interest savings, requiring budget adjustments;

WHEREAS, TID #5 performance and cash flow projections have improved allowing the budgeted transfer of funds from the General Fund to be reallocated to the Capital Improvement Fund and Equipment Replacement Fund;

BE IT THEREFORE RESOLVED, the Waupun Common Council approves Budget Amendments as follows:

Account	Account Name	Original Budget	Adjustment Amount	Adjusted Budget	Purpose of Amendment
General Fund					
100-10-5950-6-06	TRANSFER TO CAPITAL PROJECTS	-	79,000	79,000	Reallocate Transfer from GF to Capital Improvement Fund
100-10-5950-6-05	TRANSFER TO ERF	-	100,000	100,000	Reallocate Transfer from GF to Equipment Replacement Fund
100-10-5950-6-01	TRANSFER TO TIF #5	230,000	(179,000)	51,000	Reallocate Transfer from GF to Other Funds
100-40-5212-1-10	POLICE PATROL-SALARIES/WAGES	407,616	(15,000)	392,616	Reallocate surplus budget to EMR's
100-50-5230-1-10	EMR-SALARIES/WAGES	-	7,500	7,500	Reallocate budget to EMR's
100-50-5230-3-38	EMR-OPERATING EXPENSES	-	7,500	7,500	Reallocate budget to EMR's
General Fund Total		637,616	-	637,616	
Trust Fund					
200-80-5502-3-38	BROOKS FUND-EXPENSES	-	75,000	75,000	Amend for mental health clinic contribution
Trust Fund Total		-	75,000	75,000	
Library Fund					
210-60-5504-8-00	LIBRARY-TRUST CAPITAL EXPENSES	-	31,594	31,594	Amend for Library Trust capital expenses
210-80-5960-3-38	OPERATING TRANSFER OUT-CAPITAL	-	38,000	38,000	Amend to transfer 2020 budget surplus
Library Fund Total		-	69,594	69,594	
Debt Service Fund					
300-10-5919-6-00	PRINCIPAL ON BONDS-POOL	230,000	1,800,000	2,030,000	Amend for Debt Payments due to Pool Bond Refunding
300-49-4921-0-00	OPERATING TRANSFER IN-CPF 400	(21,122)	(1,784,952)	(1,806,074)	Amend for Pool Bond Payoff due to 2021 Refunding
Debt Service Fund Total		208,878	15,048	223,926	
Capital Improvement Fund					
400-49-4920-0-00	TRANSFERS IN FROM OTHER FUNDS	-	(38,000)	(117,000)	Amend to transfer 2020 library budget surplus
400-49-4920-0-00	TRANSFERS IN FROM OTHER FUNDS	-	(79,000)	(117,000)	Reallocate Transfer from GF to Capital Improvement Fund
400-49-4912-0-00	PROCEEDS OF LONG-TERM DEBT	(350,000)	(1,705,000)	(2,055,000)	Amend for 2021 Pool Refunding Debt Proceeds
400-80-5950-3-38	OPERATING TRANS OUT-CIF TO DSF	21,122	1,784,952	1,806,074	Amend for Pool Bond Payoff due to Refunding
Capital Improvement Fund Total		(328,878)	(37,048)	(482,926)	
TIF District 5					
401-49-4920-0-00	TRANSFER FROM GENERAL FUND	(230,000)	179,000	(51,000)	Reallocate Transfer from GF to Other Funds
TIF District 5 Fund Total		(230,000)	179,000	(51,000)	
TIF District 3					
405-70-5436-3-38	TIF #3-OPERATING EXPENSES	92,000	43,000	135,000	Amend to align with TID revenues
TIF District 3 Fund Total		92,000	43,000	135,000	
Equipment Replacement Fund					
410-49-4930-0-00	TRANSFERS IN FROM OTHER FUNDS	-	(100,000)	(100,000)	Reallocate Transfer from GF to Equipment Replacement Fund
Equipment Replacement Fund Total		-	(100,000)	(100,000)	

This is to certify that the foregoing Resolution was duly adopted by the Common Council on February 8, 2022.

ATTEST:

Angela J. Hull, City Clerk

**CITY OF WAUPUN
APPROVED:**

By: _____
Julie J. Nickel, Mayor



AGENDA SUMMARY SHEET

MEETING DATE: 2-8-22

TITLE: Resolution Approving the Carry Forward of Unexpended 2021 Appropriations

AGENDA SECTION: RESOLUTIONS AND ORDINANCES

PRESENTER: Michelle Kast, Finance Director

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

SUMMARY:

Projects and purchases budgeted for 2021 but not completed include:

- Phase 1 of the Rock/Newton Street reconstruction project, including asphalt and curb
- Police Department body cameras
- Accounting software upgrades (initially a 2020 budget item)
- Computer updates, due to backorder
- Pool equipment
- CDA project completion
- Land acquisition for stormwater purposes

A total carryover of \$197,998 is being requested to fund these projects/purchases in 2022.

ATTACHMENTS:

Resolution Approving the Carryforward of Unexpended 2021 Appropriations

RECOMMENDED MOTION:

Approve Resolution #02-08-22-__ Authorizing the Carryforward of Unexpended 2021 Appropriations

RESOLUTION NO. 02-08-22-_____

RESOLUTION APPROVING THE CARRYFORWARD OF UNEXPENDED 2021 APPROPRIATIONS

BE IT HEREBY RESOLVED, that the following unexpended appropriations on December 31, 2021 be carried forward to 2022:

Fund	Account	Account Name	Amount	Description
Capital Improvement Fund				
	400-70-5436-800	CAPITAL IMPROV-STREETS	60,000	Completion of Rock/Newton Street
Capital Improvement Fund Total			60,000	
Equipment Replacement Fund				
	410-40-5211-400	EQUIPMENT-POLICE	18,000	Police Department Body Cameras
	410-10-5140-400	EQUIPMENT-CITY HALL	11,900	Accounting Software Upgrades
	410-10-5140-400	EQUIPMENT-CITY HALL	1,500	Computer Updates (Items on Backorder)
	410-20-5523-400	EQUIPMENT-AQUATIC FACILITY	2,500	Pool Equipment
Equipment Replacement Fund Total			33,900	
TID #3				
	405-70-5436-338	TIF #3-OPERATING EXPENSES	37,898	Completion of 2021 CDA Projects
TID #3 Total			37,898	
Stormwater Fund				
	700-10-5192-800	STORMWATER UTILITY-CAPITAL OUT	66,200	Land Acquisition
Stormwater Fund Total			66,200	

Passed this 8th day of February, 2022.

ATTEST:

Julie J. Nickel, Mayor

Angela J. Hull, City Clerk



AGENDA SUMMARY SHEET

MEETING DATE: 2-8-22
AGENDA SECTION: RESOLUTIONS AND ORDINANCES
PRESENTER: Michelle Kast, Finance Director

TITLE: Resolution Approving Assignment of General Fund Balances in Accordance with Governmental Accounting Standards

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	Assignment of general fund balances will support future costs, while helping to stay within fund balance policy limits	

SUMMARY:

The 12/31/2021 unassigned general fund balance is projected to fall above the City’s financial policy of 30-40% of general fund revenues.

This resolution will allow for a portion of the fund balance to be set aside (“assigned”) for land purchase and park improvements.

This method of reserving funds will and help the City stay within fund balance policy limits, while providing support for future land purchase and park improvement costs.

ATTACHMENTS:

Resolution Approving Assignment of General Fund Balances in Accordance with Governmental Accounting Standards

RECOMMENDED MOTION:

Approve Resolution #02-08-22- __ Authorizing Assignment of General Fund Balance for Land Acquisition and Park Improvements

RESOLUTION APPROVING ASSIGNMENT OF GENERAL FUND BALANCES IN ACCORDANCE WITH
GOVERNMENTAL ACCOUNTING STANDARDS

WHEREAS, the Governmental Accounting Standards Board issued its Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions ("GASB 54"), and the City of Waupun was first required to adopt the provisions of GASB 54 for its financial statements for the year ending December 31, 2011; and

WHEREAS, GASB 54 requires legislative action by the governing body to recognize constraints for specific purposes of certain portions of the City's general fund balance in order to classify such amounts as assigned, as defined in the accounting standard.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Waupun, that the general fund balance reported in the City's financial statements include amounts assigned for (a) land acquisition and (b) park improvements, computed as of the end of the fiscal year.

Passed and adopted by the Common Council this 8th day of February, 2022.

Julie J. Nickel
Mayor

ATTEST:

Angela J. Hull
City Clerk



AGENDA SUMMARY SHEET

MEETING DATE: 2-8-22

TITLE: 2022 City of Waupun Public Works Equipment Rates (*Board of Public Works 2-8-22*)

AGENDA SECTION: BOARDS/COMMITTEE/COMMISSION RECOMMENDATIONS

PRESENTER: Jeff Daane, Director of Public Works

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

ISSUE SUMMARY:

Each year the Department of Public Works updates their equipment rates. These rates come from the Wisconsin DOT website. These rates help the city to get funding or reimbursement in the event of a weather event or accident cleanup.

STAFF RECOMENDATION:

Approve 2022 equipment rates as recommended by the Board of Public Works on February 8, 2022.

ATTACHMENTS:

2022 City of Waupun Public Works Equipment Rates

MOTIONS FOR CONSIDERATION:

Motion to approve the 2022 City of Waupun Public Works Equipment Rates.

2022 Equipment Rates

ID	Description	Manufacturer	Model	Year	VIN
1-16	Ford Escape	Ford	Escape	2017	1FMCU9G97HUA 52025
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/22	\$15.04	119
3-08	Tandem Dump Truck	Sterling	LT-7501	2008	2FZHATBS78AY7 9046
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2022	\$74.08	118
	Power Reversible		1/1/2022	\$13.82	633
	Tailgate-Mounted-computerized		1/1/2022	\$13.76	426
	Widening Wing		1/1/2022	\$12.98	635
5-09	Tandem Dump Truck	Freightliner	M2106V	2009	1FVHC3BS19HAJ 1444
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2022	\$74.08	118
	Power Reversible		1/1/2022	\$13.82	633
	Tailgate-Mounted-computerized		1/1/2022	\$13.76	426
	Widening Wing		1/1/2022	\$12.98	635
6-13	Single Axle Dump Truck	Freightliner	108SD	2013	1FVAG5BS0DHF B9538
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2022	\$57.36	106
	Power Reversible		1/1/2022	\$13.82	633
	Tailgate - mounted - computerized - prewetting sy		1/1/2022	\$14.88	420
	Widening Wing		1/1/2022	\$12.98	635
7-03	Tandem Dump Truck	Sterling	LT-7501	2003	2FZHATAKX3AM 13718
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2022	\$74.08	118
	Power Reversible		1/1/2022	\$13.82	633
	Widening Wing		1/1/2022	\$12.98	635
8-20	Tandem Dump Truck	Freightliner	114SD	2020	1FVHG3FE9LHLW7783
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2022	\$74.08	118
	Power Reversible		1/1/2022	\$13.82	633
	Tailgate - mounted - computerized - prewetting sy		1/1/2022	\$14.88	420
	Widening Wing		1/1/2022	\$12.98	635
9-12	Tandem Dump Truck	Freightliner	M280	2012	1FVHC3BS3CHB R5339
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2022	\$74.08	118
	Power Reversible		1/1/2022	\$13.82	633
	Tailgate - mounted - computerized		1/1/2022	\$13.76	426
	Widening Wing		1/1/2022	\$12.98	635
11-01	Tandem Dump Truck	Sterling	LT-7501	2001	2FZHATAK01AJ9 3549
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2022	\$ 74.08	118
	Power Reversible		1/1/2022	\$ 13.82	633
	Widening Wing		1/1/2022	\$ 12.98	635

ID	Description	Manufacturer	Model	Year	VIN
12-18	Global Street Sweeper	Global	M4HSD	2017	1G9GS4HL3HS4 62010
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$103.04	433
15-17	3/4 Ton Pick-up Truck	Chevrolet	Silverado 15	2017	1GCNKNEC4HZ1 85094
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
19-03	1/2-Ton Pickup Truck	Chevrolet	1500	2003	1GCEK14T63Z26 3023
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
22-13	1/2-Ton Pickup Truck	Chevrolet	Silverado	2013	1GCNKPE01DZ1 65235
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
27-20	1-Ton Flatbed Truck w/hoist	Chevrolet	Silverado 35	2020	1GB3YSEY8LF278652
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
28-03	1-Ton Flatbed Truck w/hoist	Chevrolet	3500	2003	1GBJK34173E26 6968
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	14.66	101
29-11	1/2 Ton Pick-up	Chevrolet	Silverado	2011	1GCNKPE03BZ3 61139
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
30-06	1-Ton Flatbed Truck w/hoist	Chevrolet	3500	2006	1GBJK34266E12 6374
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
34-09	1-Ton Pickup Truck w/ hoist	Chevrolet	3500	2009	1GBJK74649F15 8829
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
34-12-A	Wideout Plow	Western		2012	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$13.82	633
38-96	3/4-Ton Pickup Truck	Chevrolet	2500	1996	1GBGK24RXTZ2 06086
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
39-06	1-Ton Flatbed Truck w/hoist	Chevrolet	3500	2006	1GBJK34296E12 5381
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
40-07	1-Ton Flatbed Truck	Chevrolet	Silverado	2007	1GBJK34667E52 5564
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101

ID	Description	Manufacturer	Model	Year	VIN
52-99	1-Ton Flatbed Pickup Truck	Chevrolet	3500	1999	1GBJK34F2XF01 7036
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.66	101
101-88	Track Loader	Caterpillar	953	1988	20Z01628
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$53.04	217
102-84	Grader	Caterpillar	140G	1984	72V06860
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$66.02	307
	Ripper Attachment		1/1/2022	\$153.64	907
	Widening Wing		1/1/2022	\$34.50	612
103-10	Caterpillar Payloader	Caterpillar	930H	2010	CAT0930HPDHC 02116
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$63.18	208
103-96	Snowblower	Fair Snocrete	7421C	1996	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$319.98	9296
103-10-B	Payloader Wausau Plow	Wausau	HSP4212H	2010	17494
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$37.06	632
103-10-C	Payloader Wausau Wing	Wausau	PW10 RHTE Wing	2010	17494
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$34.50	612
104-18	New Holland Backhoe	New Holland	895CSC	2018	NJHH01346
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$55.38	250
104-18-A	Compactor	New Holland		2018	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$31.52	9254
104-18-B	Breaker	New Holland		2018	12986
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$34.16	9054
105-08	Front End Loader	Caterpillar	930H	2008	CAT0930HLDHC 00679
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$63.18	208
105-08-C	Payloader Wausau Plow	Wausau	SS4212H	2008	08172
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$37.06	632
105-08-D	Payloader Wausau Wing	Wausau	PW9RHTE	2008	08172
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$34.50	612

ID	Description	Manufacturer	Model	Year	VIN
106-96	Backhoe / Tractor	Caterpillar	311	1996	9LJ00491
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$49.16	558
107-96	Bobcat Loader, skid w/ auger & chisel	Melroe	773	1996	509638612
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$30.08	221
151-76	Tractor	Massey Ferguson	MF-20	1976	9A236875
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$32.60	204
	Roto-tiller		1/1/2022	\$35.54	9114
152-20	Groundsmaster Mower/Snowblower	Toro	7210	2020	405498862
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$23.64	411
153-98	Floor Sweeper	Clarke	575-100	1998	350802
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$114.18	9258
					PER DAY
154-08	Compactor	Honda	WP 1550AW	2008	7576 121 6644032
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$33.96	906
155-96	Leaf Vac	Giant Vac	6600 JD	1996	96267144
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$28.76	9284
156-10	Leaf Vac	Giant Vac	6600JDT-TR14	2010	111910001
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$28.76	9284
157-18	Toro Groundsmaster	Toro	30695	2018	403155061
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$23.64	411
158-84	Tractor	John Deere	430	1984	M00430X360056
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.22	410
159-15	Mower	John Deere	1600 WAM TD TP	2015	1TC1600TPEF30 0039
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$23.64	411
160-96	Tractor / Blade / Broom	John Deere	455	1996	00455C040252
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.22	410
	Broom		1/1/2022	\$39.36	431
	Sprayer		1/1/2022	\$14.04	925

ID	Description	Manufacturer	Model	Year	VIN
162-85	Tractor	John Deere	430	1985	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.22	410
163-08	John Deere 6330 Premium Tractor	John Deere	6330	1988	LO6330H535002
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$40.82	224
	2 pan section		1/1/2022	\$23.42	415
164-94	Roller / Vibrating	Wacker	RD880	1994	629601130
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$28.50	533
165-07	Brush Chipper	Brush Bandit	1290H Drum Bandit	2007	007231
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$33.22	902
166-12	Rustler 120 4X4	New Holland	120	2012	CM1234-304085
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$19.34	9201
167-03	Toyota Fork Lift	Toyota	7FGU25	2003	69064
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$68.30	9352
168-00	Versa Vac Trailer		1266	2000	1J911172XYC124 266
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$66.06	9375
200-18	Walk behind concrete saw		FS400	2018	20181400182
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$51.10	934
201	Makita Concrete Saw	Makita	DPC7311		0507096193
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$51.10	934
202	Cement Saw	ICS	613GC		4470492
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$51.10	934
203	Cement Saw	Dolmar	309		309000150
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$51.10	934
211-15	Cement Saw	Stihl	TS500i		4250-351-0500B
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$51.10	934
250-98	Air Compressor	Atlas	XAS90JD	1998	4500A0717WH60 6309
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$16.62	402

ID	Description	Manufacturer	Model	Year	VIN
251-73	Trailer	Roller Trailer	8-12	1973	Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.92	491
252-01	Paint Striper	Line Laze II		3900	2001 BA5980
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$19.22	9036
253	Paint / Cone Trailer				Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$11.84	490
254	425 Gal. Water Tank & Pump		PG2		5806936
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$28.90	926
255	Toro Mower Trailer	Toro			Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.92	491
256-12	3" Diaphragm Pump	Wacker - Neuson PD3	PDT3A	2012	20059729
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$17.50	924
257-13	Generator	Honda	EU2000I	2013	EACT-1120920
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$20.44	805
258	Compactor	Wacker	B5-604		0501310334
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$33.96	906
260	Tiller	Gilson			13D2C1-433
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$35.54	9114
261	Portable Generator	OHV	OVH50		H934107
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$20.44	805
263	Bobcat Flatbed Trailer				Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$21.40	493
265-94	CAT Flatbed Trailer	Trail King	TK40LP	1994	1TKC02422RM11 5296
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$41.00	496
269	Power Washer	Alkota	5181		D02-05181
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$55.54	960

ID	Description	Manufacturer	Model	Year	VIN
277-12	All Seasons Sprayer	Monroe	ASSU 325	2012	12-04-9001
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$23.68	9255
278-13	Anti-Icer	Monroe	Anti Icer Unit	2013	18-08-9000
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$33.88	9257
282	Floor Cleaner	Advance		393670	1162169
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$114.18	9258 PER DAY
283	Cement Trailer	Radius			Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.92	491
285-05	Cement Trailer			2005	Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.92	491
346	Miller Arc Welder	Miller			JD724859
	Ratesub				
	Name		Date	Rate	DOT #
	Default			\$6.18	976
366-13	Air Compressor	Rolair	D2002HPV5	2013	13103350
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$14.28	9006
376	Air Compressor	NAPA	NAC82-309-VBT		0006995
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$16.62	402
379-13	Pressure Washer	MI-T-M	cv-2400-4mbc	2013	10663263
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$43.52	947
380-14	Pressure Washer	MI-T-M	cv-2600-ommc	2014	10702320
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$43.52	947
381-14	Pressure Washer	Clean Blue	AR142plus	2014	13019-0813040
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$43.52	947
382-14	Laser Level		Stabila	LAR200	2014 08044LAR2
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$8.16	9159
900	Cub Cadet Volunteer 4x2 625		625		
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2022	\$19.34	9201

ID	Description	Manufacturer	Model	Year	VIN
901	John Deere Gator CX	John Deere	Gator CX		1M00CXRAEM1 20288
	Ratesub				
	Name	Date	Rate	DOT #	
	Default	1/1/2022	\$19.34	9201	
902	John Deere 3 Wheeler	John Deere	1200A		TC1200A14480
	Ratesub				
	Name	Date	Rate	DOT #	
	Default	1/1/2022	\$19.34	9201	



AGENDA SUMMARY SHEET

MEETING DATE: 2-8-22

TITLE: 2022 Asphalt Paving Contract Award of Bid

AGENDA SECTION: BOARD/COMMITTEE/COMMISSION
RECOMMENDATIONS

PRESENTER: Jeff Daane, Director of Public Works

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$132,154.80	

ISSUE SUMMARY:

On Monday, January 31, 2022, at 11:00am, sealed bids were opened for the 2022 Asphalt Paving Contract. Two bids were received: Northeast Asphalt of Fond Du Lac and Kartechner Brothers of Waupun. The Board of Public Works and Facilities will make a recommendation to Council on February 8, 2022.

STAFF RECOMENDATION:

Award the bid as recommended by the Board of Public Works and Facilities.

ATTACHMENTS:

Bid Tab

MOTIONS FOR CONSIDERATION:

1. Approve Northeast Asphalt for the 2022 Asphalt Paving Contract for the bid amount of \$132,154.80
OR
2. Approve Kartechner Brothers for the 2022 Asphalt Paving Contract for the bid amount of \$139,550.50

**CITY OF WAUPUN
 BID TAB FOR
 ASPHALT PAVING**

2022 Mill & Overlay - (W Lincoln St., Pioneer Ave., Edgewood Dr., Hawthorn Dr., Commercial St., Alley)

Description		Northeast Asphalt PO Box 430 Fond du Lac WI 54936-0430			Kartechner Brothers LLC N11829 County Rd I Waupun, WI 53963			
2" Profile Mill								
2" Blacktop Surface		S.Y.	Mill Price	Surface Price	Total Price	Mill Price	Surface Price	Total Price
W. Lincoln St (Bly to Beaver Dam)	4223	\$ 5,067.60	\$ 35,473.20	\$ 40,540.80	\$ 6,545.65	\$ 35,050.90	\$ 41,596.55	
Pioneer Ave (Rock Ave to N West St)	2324	\$ 2,788.80	\$ 19,521.60	\$ 22,310.40	\$ 3,834.60	\$ 19,289.20	\$ 23,123.80	
Edgewood Dr (Brandon St to Beske) - LRIP	4009	\$ 4,810.80	\$ 33,675.60	\$ 38,486.40	\$ 6,213.95	\$ 33,274.70	\$ 39,488.65	
Hawthorne Dr (N Madison to Astra)	950	\$ 1,140.00	\$ 7,980.00	\$ 9,120.00	\$ 1,615.00	\$ 8,265.00	\$ 9,880.00	
Commercial St (W Franklin to Taylor)	1398	\$ 1,677.60	\$ 11,743.20	\$ 13,420.80	\$ 2,306.70	\$ 12,022.80	\$ 14,329.50	
		\$ 15,484.80	\$ 108,393.60	\$ 123,878.40	\$ 20,515.90	\$ 107,902.60	\$ 128,418.50	
3 1/2" Full Depth Mill 2" Binder								
1 1/2 " Surface		S.Y.	Mill Price	Asphalt Price	Total Price	Mill Price	Asphalt Price	Total Price
Alley (Between N Grove & Moore)	484	\$ 580.80	\$ 7,695.60	\$ 8,276.40	\$ 1,379.40	\$ 9,752.60	\$ 11,132.00	
TOTAL PRICE				\$ 132,154.80			\$ 139,550.50	



AGENDA SUMMARY SHEET

MEETING DATE: 2-8-22

TITLE: 2022 Sidewalk Management Program Award of Bid

AGENDA SECTION: BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

PRESENTER: Jeff Daane, Director of Public Works

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

ISSUE SUMMARY:

On February 7, 2022 at 2:00pm, sealed bids are opened for the 2022 sidewalk management program. The Board of Public Works and Facilities will make a recommendation to Council on February 8, 2022.

STAFF RECOMENDATION:

Award the bid as recommended by the Board of Public Works and Facilities.

ATTACHMENTS:

Bid Tab

MOTIONS FOR CONSIDERATION:

Motion to award the bid for the 2022 Sidewalk Management Program to _____.

**CITY OF WAUPUN
 BID TAB FOR
 2022 SIDEWALK MANAGEMENT PROGRAM**

			FORWARD CONTRACTORS PO BOX 396 GRAFTON WI 53024		RENNHACK CONSTRUCTION N3715 CTY RD G REESEVILLE WI 53579	
Description	Quantity		Bid Price	Total	Bid Price	Total
4" Concrete Sidewalk	17106	SQFT	\$ 7.30	\$ 124,873.80	\$ 8.37	\$ 143,177.22
6" Concrete Sidewalk	3876	SQFT	\$ 7.30	\$ 28,294.80	\$ 9.45	\$ 36,628.20
8" Concrete Pavement	0	SQFT	\$ 106.00	\$ -	\$ 36.50	\$ -
Sidewalk & Driveway Removal	20952	SQFT	\$ 1.60	\$ 33,523.20	\$ 2.35	\$ 49,237.20
Sawcut Asphalt Pavement	0	LNFT	\$ 3.00	\$ -	\$ 5.00	\$ -
Drilled Sidewalk Bars (#4 x 12")	3966	EACH	\$ 4.50	\$ 17,847.00	\$ 7.40	\$ 29,348.40
Install Detectable Warning Field - Supplied by City	56	EACH	\$ 10.00	\$ 560.00	\$ 150.00	\$ 8,400.00
6" Wide Variable Concrete Pedestrian Curb	0	LNFT	\$ 38.00	\$ -	\$ 28.50	\$ -
30" Concrete Curb & Gutter - Standard	72.25	LNFT	\$ 41.00	\$ 2,962.25	\$ 58.60	\$ 4,233.85
Curb and Gutter Removal	72.25	LNFT	\$ 11.00	\$ 794.75	\$ 18.50	\$ 1,336.63
4½" Asphalt Pavement	0	SQFT	\$ 63.00	\$ -	\$ 35.00	\$ -
	Total		\$ 208,855.80		\$ 272,361.50	



Waupun Area
Chamber of Commerce

Waupunies Registration Form

The Rock Golf Club – Thursday, February 24th 2022

Reception | 5pm Dinner | 6 Board Election | 6:45 Ceremony | 7

Business / Organization Name: _____

Contact Name: _____ Contact Phone: _____

Item	Quantity	Total Due
Dinner (Includes One Drink Ticket) \$30		

Additional Guests (other than contact name)

Name: _____

Name: _____

Name: _____

Complete and Return with payment to
Waupun Area Chamber of Commerce
321 E Main St. Waupun, WI 53963

By Friday, February 18th

We look forward to celebrating the businesses and organizations that
strive to make Waupun a great place to live, work, and play!

