



A G E N D A
CITY OF WAUPUN COMMON COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, May 14, 2019 at 6:00 PM

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. Introduction of Officer Annie Morgan
2. Waupun School District Senior Democratic Seminar Class- Presented by Carter Flegner, Brennan Sullivan, Tyler Wiese, and Caden Bronkhorst
3. Waupun School District Senior Democratic Seminar Class- Presented by Jaden Collien, Alec Cunningham, Marcus Domask, and Trevor VandeZande

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.

BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES

- [4.](#) Board of Public Works 3-12-19
- [5.](#) Plan Commission 3-20-19
- [6.](#) Utility Commission 4-8-19
- [7.](#) Common Council 4-9-19
- [8.](#) Special Council 04-16-19
- [9.](#) Police and Fire Commission 4-18-19
- [10.](#) Recreation Board 4-22-19
- [11.](#) Library Board 4-22-19

DEPARTMENT REPORTS

- [12.](#) Building Inspector
- [13.](#) Clerk Report
- [14.](#) Fire Department
- [15.](#) Library
- [16.](#) Police Department
- [17.](#) Public Works Department Report
- [18.](#) Recreation
- [19.](#) Utility
20. Economic Development- Confidential

FUTURE MEETINGS AND GATHERINGS INVOLVING THE COMMON COUNCIL

MAY

Thursday, May 30, 2019 Gathering of Common Council 10:00am Wastewater Treatment Facility
Open House

JUNE

Tuesday, June 11, 2019 Waupun Common Council 6:00pm
Tuesday, June 25, 2019 Waupun Committee of the Whole 5:30pm

PAYMENT OF THE EXPENSES

21. Authorize Payment of Expenses

LICENSES AND PERMITS

22. Licenses and Permits

Operator License: Candice Hanson, Jason Tonn, Liam Bossenbroek, Joseph Bonzelet, Brandon McCartney

Taxi Driver License: Amanda Engel

Temporary Class B License:

Waupun Fine Arts:

Concerts in the Park on July 4, 11, 18, and 25, 2019 located in the West End Park, 200 Beaver Dam Street, Waupun

Arts and Crafts Fair on August 3, 2019 located in the West End Park, 200 Beaver Dam Street, Waupun

Harvest Moon Ball on September 28, 2019 located in the City Hall Auditorium, 201 E Main Street, Waupun

Waupun Volksfest:

Volksfest on September 6-7, 2019 located in Tanner Park, 503 E Spring Street, Waupun

ITEMS REMOVED FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION/ACTION

ORDINANCES / RESOLUTIONS

23. First Reading- Ordinance to Amend Chapter 8.02(8)(b)(5) entitled Orderly Conduct-Offenses and Endangering Public Peace and Good Order-Animals; Care and Control-Exceptions for the regulations of keeping chickens.

CONSIDERATION - ACTION

24. Designation of 2019 Farmer's Market

25. Establish 2019 Waupun Trick or Treat Date and Hours

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

26. Award Bid for 2019 Mill and Overlay for Fond Du Lac Street, E. Jefferson Street, and Edgewood Drive
(Recommendation from Board of Public Works)

MAYORAL CORRESPONDENCE/PRESENTATIONS

27. Appointment of Library Board Member

-

CLOSED SESSION

The Waupun Common Council will adjourn in closed session under Section 19.85 (1) (c) (e) of the WI Statutes for **consideration for offer of employment benefits and negotiations in TID 5 for Lot 1 on Mayfair Drive and city-owned land on the former MVP school site**

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

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

OPEN SESSION

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

ACTION FROM CLOSED SESSION

ADJOURNMENT

-

cc:

Mayor and Common Council

City Attorney

Department Managers

Media

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.

Waupun Board of Public Works
Minutes of Regular Meeting **March 12, 2019**
Approved April 9, 2019

The Waupun Board of Public Works met in regular session on Tuesday, March 12, 2019, in the Common Council Chambers at the Waupun City Hall located at 201 E. Main Street, Waupun.

Kaczmarski calls the meeting to order at 4:30pm.

Members present at roll call are Chairman/Alderman Kaczmarski, Alderman Mielke, Alderman Matoushek, Public Works Director Daane, City Clerk Hull, and Deputy Rasch. No members are absent.

Other City Staff in attendance: Mayor Nickel.

No audience is in attendance.

Motion Matoushek, second by Rasch to approve the minutes from the February 19, 2019 meeting of the Board of Public Works. Motion carried 6-0.

At the February 19, 2019 meeting, Randy Bille of the Waupun Truck N Show made request for the three to four hills located on the Tanner Park grounds (between the sidewalk and parking lot on E. Spring Street) be leveled and reseeded, of which the Board agreed unanimously. Daane informs the Board this will be done in the fall.

Daane provides the Annual Report Under MS4, issued by the Department of Natural Resources, for review. Owners of a Municipal Separate Storm Sewer System (MS4) are required to submit an annual report to the DNR by March 31 of each year.

Motion Rasch, second Matoushek to approve the Annual Report Under MS4. Motion carried 6-0.

Bid results were received for Madison Street Construction which includes roadway, storm sewer, water main, and sanitary sewer. Gremmer, who is the City's engineer for the project, provided an estimate of \$5,353,765. Bids received were from Ptaschinski Construction (\$5,696,647.55) and Dorner Inc. (\$5,818,329.48). The stormwater portion came in higher than expected. Budgeted funds will be reallocated.

Motion Hull, second Mielke to recommend to the Common Council to award the bid for Madison Street Construction to Ptaschinski Construction in the amount of \$5,696,647.55. Motion carried 6-0.

With not doing all the construction of Madison Street, Daane requests to use the available budgeted funds in the estimated amount of \$171,000 for mill and overlay of Edgewood Dr. (Brandon St. to

Summer), E. Jefferson (Welch to Shaler), Fond Du Lac St. (Main to Rounsville), and E. Jefferson (555' E of State to Madison).

Motion Mielke,, second Matoushek to approve the use of available budgeted funds, estimated as \$171,000, for mill and overlay of Edgewood Dr. (Brandon St. to Summer), E. Jefferson (Welch to Shaler), Fond Du Lac St. (Main to Rounsville), and E. Jefferson (555' E of State to Madison). Motion carried 6-0.

The City landfill has maxed is capacity and will no longer accept residential fill. Michels will take our fill and that of residents.

Motion Rasch, second Matoushek to adjourn the meeting of the Board of Public Works at 4:54p. Motion carried 6-0.

Angela Hull, Clerk



MINUTES
APPROVED 4/17/19
CITY OF WAUPUN PLAN COMMISSION
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, March 20, 2019 at 4:45 PM

CALL TO ORDER

The Plan Commission met at 4:45 pm in the Council Chambers, City Hall, Waupun.

ROLL CALL

Members Present: Julie Nickel, Fred Lueck, Jerry Medema, Elton TerBeest, Jeff Daane, and Derek Drews

Member Excused: Mike Matoushek

Staff Present: Kathy Schlieve and Sarah VanBuren

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION

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

CONSIDERATION - ACTION

1. Approve minutes of the February 20, 2019 meeting.
Motion by Drews, seconded by TerBeest to approve the minutes of the February 20, 2019 meeting as presented. Motion carried, unanimously, minutes approved.
2. Conditional Use Permit - Central Wisconsin Christian Schools at 301 Fox Lake Rd. to allow an addition onto an existing school. Municipal Code Section 16.03(4)(d)(i) requires a Conditional Use Permit for public and parochial schools.

Chairman Nickel read the call of the hearing and its purpose. The City's Conditional Use Permit Application indicates that the property is zoned R-1 and a Conditional Use Permit is required for a school in the R-1 Zoning District. The City has determined that the proposed expansion requires a new Conditional Use Permit in this situation. Dean Schultz of Excel Engineering briefly discussed the proposed additions to the Middle and Elementary Schools on the premises. A 3,370 sq. ft. addition is proposed on the school's SW corner for two classrooms and a wellness center. A 4,040 sq. ft. addition is proposed for the NE corner of the building to include three classrooms. He showed pictures of what the building would look like after construction. The pictures were made by WDS and Excel. The traffic pattern on the site would remain unchanged.

There would also be work on the north entrance for security purposes. Daane questioned a utility easement on the plan. Mr. Schultz believed that easement was actually from a previous plan on the site. It appears all proposed construction will comply with the City's yard and setback requirements. No further facts or concerns were presented by the committee or the public so Chairman Nickel declared the hearing closed and called for a motion to act on this request.

Motion by TerBeest, seconded by Drews to approve a Conditional Use Permit for two additions to the Central Wisconsin Christian School at 301 Fox Lake Rd (STH 68) as we find the proposed Conditional Use will not be detrimental to the adjoining land uses as it is an appropriate use, the additions will not result in any traffic hazard, will not hinder future development in the area, will not create undesirable levels of noise or light and will not cause property values to measurably decline.

Vote: Drews, Daane, TerBeest, Medema, Nickel - "AYE"

Lueck - Abstain
Motion carried 5-0-1

3. Discuss / Act on Site Plan for Central Wisconsin Christian Schools at 301 Fox Lake Rd.

Daane noted the stormwater and drainage plans are being reviewed by MSA and will be up to date. Lueck questioned their erosion control plans as they don't appear to be included with the submitted master plan. Daane noted they will be reviewed by his staff and MSA.

Motion by Lueck, seconded by Nickel to approve the site plan for Central Wisconsin Christian Schools as presented.

Vote: Drews, Daane, TerBeest, Medema, Lueck, Nickel - "AYE" Motion carried, unanimously.

4. Discuss / Act on site plan for Summit Credit Union on Shaler Dr.

Greg Polacheck, representing Summit Credit Union discussed their site plan submitted by "JSD" Professional Services Inc. The proposed building will be located between the Taco Bell restaurant and the AmericInn Motel on Shaler Dr. The site plan shows the building location on the lot in compliance with the Cities yard and setback requirements. He noted there is a need for the Credit Union as the prison system has now merged with Summit instead of Cuna Credit Union. Summit is open to the public and has an ATM machine and is a full service Financial branch. Peter Tan who was the principle designer of this building appeared with a slide presentation on the site plan, the building location, monument and pylon signs as well as a representative sample of the exterior siding, facade, and glass windows.

Daane noted a DNR permit may be needed for a retention pond as their lot is over 1 ACRE. Mr. Polacheck noted they are aware of this and are working with the DNR. A detailed grading plan, utility plan, and a landscaping plan with details and specifications was also reviewed. Four elevations of the building were submitted. A silver metallic ribbed metal panel and an endicott manganese ironspot brick were noted for their exterior siding. Internally illuminated signage was also indicated on the plan.

Chairman Nickel determined that there was no further information needed for review of this site plan so she called for a motion to act on this site plan.

Motion by TerBeest, seconded by Medema to approve the site plan for Summit Credit Union as presented on the condition that the stormwater issue be resolved prior to construction.

Vote: Drews, Daane, TerBeest, Medema, Lueck, Nickel - "AYE" Motion carried 6-0.

ADJOURNMENT

Motion by Lueck, seconded by Nickel to adjourn the meeting. Motion carried, meeting adjourned at 5:11 pm.

Fred Lueck,
Secretary

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, April 8, 2019**

The meeting was called to order by President Heeringa at 4:00 p.m.

Commissioners Gerritson, Heeringa, Homan, Kaczmarski, Mielke, Thurmer, and Westphal were present.

Motion made by Gerritson, seconded by Kaczmarski and unanimously carried, to approve the minutes from the March 11, 2019, regular meeting.

On motion by Thurmer, seconded by Homan and unanimously carried, bills for the month of March 2019 were approved as presented.

General Manager Posthuma reported on the winter moratorium for electric disconnection ending on April 15. Office staff works diligently to make arrangements and collect payment from delinquent customers in order to avoid disconnection.

Water & Sewer Maint/Treatment Supervisor reported on a rapid snow melt and rain event from March 14 - 16, 2019. The plant was able to handle the high water volume due to flood conditions. The CLEARAS demonstration project is being set up for the Advanced Biological Nutrient Recovery (ABNR) process proposed for the wastewater treatment plant. The demonstration will provide nutrient recovery performance data and information to confirm the basis for design.

The water crew repaired 3 water main breaks in the past month. Construction began on the North Madison Street reconstruction on April 1.

Electric Operation Supervisor Brooks reported on a power outage, completed line clearance for the winter season, and various construction projects. Chris Jahn passed his Journeyman Line Worker test and will complete his apprenticeship in April.

On motion by Mielke seconded by Gerritsen, the year-to-date financial reports through March 2019 were approved as presented. Electric operating income was \$58,500 or \$104,700 below budget on lower margins and higher distribution expense. Water operating income was \$197,700 or \$46,300 above budget on lower distribution maintenance expenses. Sewer operating income was \$94,200 or \$40,500 above budget on higher revenues and lower maintenance expenses.

Ken Herdeman, Ehlers Investment Partners, presented a review of the Utilities' 2018 investment portfolio results. Two main objectives of the portfolio include safety and liquidity in investments, which are components of the utilities' investment policy. The Utilities' investment portfolio is in compliance with the investment policy.

Schramm reported on the 2018 Annual Water Quality Report. The report is required by the Federal Environmental Protection Agency. It is to be online or available upon request to all water systems customers for the previous monitoring year. Waupun is pleased to report that we continue to supply high quality water that meets or exceeds all federal and state standards for health and safety.

Discussion was held on the transition to online meeting packets. More information will be provided at a future meeting.

Motion by Kaczmarski, seconded by Mielke, and unanimously carried, to adjourn into closed session under Section 19.85(1)(c) of the Wisconsin State Statutes.

Motion by Mielke, seconded by Westphal and unanimously carried, to adjourn into open session under Section 19.85(2) of the Wisconsin State Statutes.

No action taken in open session.

On motion by Thurmer, seconded by Gerritson and unanimously carried, the meeting was adjourned at 5:50p.m.

Next commission meeting is scheduled on May 13, 2019, at 4:00 p.m. The meeting will be held at the Wastewater Treatment Facility, located at 501 Fond du lac Street.

Nancy Oosterhouse
Mapping/Admin Coordinator

Waupun Common Council
Minutes of Meeting from April 9, 2019

Mayor calls to order at 6pm.

Pledge of Allegiance is heard and followed by a moment of silence.

Board members present on roll call are Nickel, Vossekul, Kaczmarski, Mielke, Westphal, Vanderkin, and Matoushek. No members are absent.

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

Other general City staff in attendance is Economic Development Coordinator VanBuren and Accountant Kast.

With no questions or concerns, the Council approves the consent agenda.

Andrea Jansen, Senior Manager of Baker Tilly Virchow Krause LLP, is before the Council to present the 2018 Final Audit findings.

Motion Kaczmarski, second Matoushek to accept the 2018 Audit Report for the City of Waupun. Motion carried 6-0 on roll call.

The American Legion Gretchel-Nelson Post 210 is requesting sponsorship from the City for the Central Plains Regional National Tournament scheduled August 8-11, 2019 in Waupun. In 2014, the Council provided \$1500 for their expenses and in 2016, provided the \$2500 Grand Slam donation level. Westphal questions what the sponsorship fees will go towards and if we should be providing sponsorship funds when making changes for funding for the youth recreations.

Motion Matoushek, second Vanderkin to approve the \$2500 Grand Slam donation level to the American Legion Gretchel-Nelson Post 210 for the Central Plains Regional National Tournament scheduled August 8-11, 2019 in Waupun, WI. Motion carried 4-2 on roll call with Kaczmarski and Westphal voting nay.

Alderman Vanderkin informs the Board that there will be a fundraiser at Tony's Pizza, on May 8, 2019, to raise funds for the 9-11 Never Forget Memorial Mobile Exhibit that the Waupun Festival is hosting during Celebrate Waupun 2019. Mayor Nickel comments that Jimmy Johns will also be holding a fundraiser for the 9-11 Memorial.

Motion Matoushek, second Westphal to call the meeting adjourned at 6:24pm. Motion carried 6-0.

Angela Hull, Clerk

Waupun Common Council
Minutes of Organizational Meeting
Tuesday, April 16, 2019

The Waupun Common Council met in special session on Tuesday, April 16, 2019 at 5:30pm in the Common Council Chambers of the Waupun City Hall with Mayor Nickel presiding.

City Staff present are City Attorney VandeZande, City Clerk Hull, Administrator Schlieve, Fire Chief Demaa, Library Director Jaeger, Utility Manager Posthuma, Public Works Director Daane, Treasurer Oosterhouse, and Police Chief Loudon. Recreation Program Director Kaminski is absent and excused.

Audience present is Hansi Wang of National Public Radio.

Media present is Ken Thomas of the Daily Citizen.

Mayor Nickel called the meeting to order at 5:30pm.

City Clerk Hull offers the Oath of Office to Alderman Ryan Mielke and Alderman Bobbie Vossekuil.

Members present on roll call are Alderman Vanderkin, Alderman Mielke, Alderman Matoushek, Alderman Kaczmariski, and Alderman Vossekuil. Alderman Westphal is absent and excused. Westphal will be offered the Oath of Office when he appears.

Nominations for Council President are provided by secret ballot. Ballots are collected by the Clerk and read aloud by Mayor Nickel. Results provide: Kaczmariski receives 2 votes, Westphal receives 1 vote, and Matoushek receives 2 votes.

As Kaczmariski and Matoushek provided a tie with the two highest votes, secret ballots are again provided for nominations for only these two Aldermen. Results provide: Kaczmariski receives 1 vote and Matoushek receives 4 votes.

Alderman Westphal appears at 5:36pm.

Motion Vanderkin, second Vossekuil to accept Matoushek as the Council President. Motion carried 6-0 on roll call.

City Clerk Hull offers the Oath of Office to Alderman Jason Westphal.

The City received notice from both the Fond Du Lac Reporter and the Daily Citizen for consideration as the City's Official Newspaper.

Ken Thomas of the Daily Citizen is in attendance and makes request for consideration.

Motion Vanderkin, second Matoushek to appoint the Daily Citizen as the City's Official Newspaper. Motion carried 6-0 on roll call.

The Waupun Business Improvement District makes recommendation to the Common Council to accept the resignation, due to retirement, of Board member Jeff Riel.

Motion Matoushek, second Vossekul to accept the resignation of Jeff Riel from the Business Improvement District Board. Motion carried 6-0 on roll call.

The Mayoral appointments to the Boards, Committees, and Commissions is provided for Council acceptance.

Motion Vanderkin, second Matoushek to accept the Mayoral appointments to the Boards, Committees, and Commissions as presented. Motion carried 6-0 on roll call.

Motion Vossekul, second Matoushek to approve the payment of the expenses. Motion carried 6-0 on roll call.

Motion Matoushek, second Vossekul to approve the Temporary Operator Licenses to Katherine Bresser and David Knuth. Motion carried 6-0.

Due to Madison Street construction, there will be no Memorial Day Parade but the ceremony will still continue at Shaler Park.

The League of Wisconsin Workshops for 2019 was provided to the Council.

Motion Vanderkin, second Vossekul duly carried the meeting adjourned at 5:43p.

Angela Hull, Clerk

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.

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

Members present: John Bett, John Forsythe, Tara Rhodes, Michael Thurmer, Jason Westphal (City Council Liaison)

Also present: WFD Chief B.J. DeMaa, WPD Chief Scott Loudon.

Members absent (excused): Carole Cronin

Minutes from the January 17, 2019, meeting were presented for approval. Motion to approve by J. Bett (J. Forsythe second, all in favor); minutes approved as presented.

WPD Chef Loudon provided the following updates as they relate to the Police Department:

- Officer Morgan has completed field training successfully.
- At full-staff; first time in years. Sponsorship has worked very well for department (3 year commitment).
- Placing uniformed officers in school more frequently to promote positive relationships with students (instead of being called only when there is a negative situation).
- Received a grant for fume hood (for testing drugs) which will cover ½ of the cost of the item, which has been ordered.
- Recent activity: served a search warrant today which went well: marijuana and paraphernalia recovered. Various gun complaints (intoxicated, stolen guns). Acknowledged great work by officers.
- City Job Description Questionnaire (JDQ) being completed to review wages and roles for all city positions due to difficulty in filling positions.
- Recent employee banquet recognitions: B. Williams (5yrs), C. Schreiber (10yrs), and Lt. Kreitzman (15yrs).
- Recent training related to suicide/counseling went well when recently needed; EAP is also available and department does have a contract if further services are needed beyond what can be provided by staff.
- Morale in department is good.

WFD Chief DeMaa provided the following updates as they relate to the Fire Department:

- Employees on medical leave cleared or soon-to-be cleared for return-to-work.
- Probationaries have reached 6 month completion and reviews are scheduled.
- 9/11 Never Forget mobile exhibit coming to Celebrate Waupun; fundraising efforts are underway; and goal is near due to strong 2-3 weeks.
- Consolidation city/county Fire Department discussions continue; considering different funding formulas in an effort to be amicable to all. This will take time.
- Recent severe weather spotter opportunity which was open to the community had 65 attendees.
- Hazard mitigation plan in FDL/Dodge County in progress: first will go for county-level approval, then local approval. This will make additional grants available to the department.
- J. Raasch, B. Williams and B.J. DeMaa attended individual crisis training which included conversations about fallen officer situations/counseling.
- County-wide EMS: Dodge County looking at association-model due to coverage/resource constraints. LifeStar contract includes metrics which help to monitor service level. Many components to this discussion: Level of care for calls, geography, billing, service to correctional facilities, etc.
- A motion to move to closed session at 5:02 was made by J. Bett (second by J. Forsythe, all in favor).

The meeting was held in closed session under Section 19.85(1)(c) of the Wisconsin Statutes to consider resignation of a Fire Fighter.

Open session was reconvened under Section 19.85(2) of the Wisconsin Statutes at 5:09pm after motion from J. Bett (second by T. Rhodes, all in favor).

Action from Closed session: Motion made by J. Bett (second by J. Forsythe, all in favor) to accept resignation of M. Cox and fill replacement/open position. Next meeting will focus on the filling of three fire fighter vacancies related to two vacancies in 2018 and resignation of M. Cox. Tentative timeline: accept applications in May; pre-employment testing in early-June, interviewing in late-June; background check in August; start training in September.

M. Thurmer noted June meeting will also include election of officers.

Thank you to J. Westphal for role on Commission this past year. N. Vanderkin to replace J. Westphal on Commission in the City Council role.

Next meeting: June 19th; timing TBD due to IVs

Adjournment at 5:13pm (J. Bett/T. Rhodes, all in favor).

Next quarterly meeting schedule for:

June 19th, 2019, 4:30pm, tentative start time due to need to schedule 3 interviews. If necessary, please send any agenda requests to Chiefs DeMaa or Loudon so appropriate preparation(s) can be made.

Respectfully submitted,
Tara Rhodes, Secretary

Cc: Commission members; WFD Chief; WPD Chief, Deputy Chief & Admin./Records; City of Waupun Mayor, Administrator / Director of Economic Development & City Clerk.

Waupun Recreation Board
Minutes of Meeting
Monday, April 22, 2019

The Waupun Recreation Board met on Monday, April 22, 2019 at 6:00pm at the Waupun Senior Center, located at 301 E. Main Street, Waupun.

Call to Order

Roll Call

Member Present: Bobbie Vossekuil, Beth Lienhard, Larry Sullivan, Nancy Vanderkin, Jan Harmsen, Amy Ewerdt

Members Absent: Randy Armga

Others Present: Jeff Daane, Jacob Van Den Berg, Rachel Kaminski, Brian Smith

1. Persons Wishing to Address the Board
 - a. Brian Smith, Waupun Lions Club presenting bean bag toss equipment
 - a. Total of 25 sets donated with bags. Brian would like to see tournaments get started if enough interest and raise money for outdoor theater.
 - b. Photo was taken with several Lions Club members, 4-H members and Recreation Board Members
2. Approval of the Monday, February 25, 2019 Meeting Minutes- Vanderkin made motion to approve minutes, second Harmsen
3. Updates
 - a. Jacob Van Den Berg –YMCA of Dodge County, Pool Update:
 - a. Online registration started on April 15, 2019. First week of passes first week sold amounted to \$2,500, swim lessons amounted in \$5,400. Start Out Safe Water Program has 63 participants signed up so far. In need of foam mats and other swim lesson aids. Cost is approximately \$200. WARP looking into this for possible donation. YMCA is offering those with WFAC season pool pass when the weather is bad or pool is closed you can swim at the YMCA free. YMCA is offering a CPR classes with pool staff and city workers for small fee. Pool shelter rental this year will remain the same. The WFAC pool is setting dates to train staff. There was a request to have music playing at the pool by visitors and staff. This will be checked on with the Mayor, Scott Loudon, Angie Hull to see if there is an ordinance to prevent or allow.
 - b. Jeff Daane – City of Waupun, Parks Update:
 - a. There was some damage this weekend to Harris Mill Park. Cameras are there and will be checked. Wilcox has brand new bathrooms, bubblers, concrete. New auto locks on park bathroom doors will be programmed to start the first week of May. Times on the auto locks can be changed

according to needs. Cub Scouts will be planting a dozen trees at McCune. Fence repaired at West End Park from being damaged. Pool maintenance had begun. The pool is scheduled to ready two weeks before open to the public. Painting the pool will be looked at next year. Daane getting quotes for it.

- c. Rachel Kaminski – City of Waupun, Recreation Update:
 - a. April Highlights include first group dementia friendly training and simulation. 11 people attended including two business managers. Once participants have completed the training, they will receive a purple angel to show that you are a dementia friendly place. More training planned for the future. Live music during lunch attended by 54 people, music by Shirley and Norm Jansma. Easter Lunch went well with egg decorating and egg hunt with prizes. Lions Club requested Rachel to meet and discuss the Dementia Friendly program. May highlights include Brewer Trip on May 22, 2019. Trip filled up with days. Buddy Bingo with school kids to come again. Pool room will be rearranged during the summer months to accommodate small card groups and meetings. 2019 Park program information out. Park program showing a drop each year, so parks are selected and new Park Leaders have been hired. Fishing tournament will be done again, big turnout last year and equipment donated by Larry and Gail Sullivan.

4. Discussion

- a. Splash Pad: Looking at whether to table this or continue to gather information. This was previously brought to the attention of the board by a citizen. Daane did look into this. This was considered to replace tennis courts that are in need of repair at Dodge Park. At this time it was agreed by the Recreation Board to not go any further on obtaining a splash pad.
- b. Comprehensive Outdoor Recreation Plan 2017-2022: Everyone has a paper copy and is aware that it is posted on the city website. An email will be shared with the Recreation Board from Daane about park maintenance scheduled to 2022.

5. Other Discussion

- a. Soccer equipment: Ewert asked about soccer goals. She asked who owned them. Daane replied that soccer does. Ewert asked what goals are being stored at the city garage. Daane replied he will meet with soccer representatives or get the dimensions, so everyone is on the same page.

6. Future Meetings/Gatherings of the Waupun Recreation Board

- a. Monday, May 20, 2019 at 6:00pm at the Waupun Senior Center

7. Adjournment: Motion made by Vanderkin, second by Harmsen.

Submitted by Rachel Kaminski, Recreation Program Director

**Draft Minutes of the Waupun Public Library Board Meeting
April 22, 2019**

The monthly meeting of the Waupun Public Library Board was called to order by Claudia Waskow, President, at 4:15 p.m. on Monday, April 22, 2019. Also present were Hintze, Kaczmariski, Sullivan, Martens, Garcia, and Rohrer. Procise was absent. Jaeger was also absent due to illness.

ARTICLE I: Motion by Martens, supported by Sullivan, to accept the minutes of the March 18, 2019 meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly statistics:

1. Circulation/downloads through end of March, 2019 was 36,502 items.
2. Library visits through the end of March 2019 was 15,549 people.
3. Rural circulation through the end of March 2019 was 9,409 items.

ARTICLE IV: Current budget was discussed and it is exactly where it should be.

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

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarian's Report.

a. Future Programs:

1. **April 23** – Grow a Healthy Lifestyle program 6 p.m.
2. **May 1** – Device Day 1-3 p.m.; Device Night 5 - 7 p.m.
3. **May 2** – A Dog's Way Home movie at 1 p.m. and 6 p.m.
4. **May 7** – Flower Arranging 6 p.m.
5. **May 9** – Lego and Game Night 4 – 8 p.m.
6. **May 15** – Puppet Show at 10 a.m. and 1 p.m.
7. **May 16** – Movie, title TBD, at 1 p.m. and 6 p.m.
8. **May 21** – Vegetable Gardening 6 p.m.

b. Wisconsin Association of Public Libraries Conference to be held May 1–3 in Rothschild, WI. It is open to Board members as well as library staff.

c. The 16th Annual Dewey Awards will be handed out on April 26th. This is a fun event held every year at the April staff meeting, recognizing staff members and their involvement in incidents which occurred the previous year.

d. The Friends of the Library donated \$1400 to the Library. Garcia and the Board expressed deep appreciation for not only the donation, but also for all the support FOWL has given the Library.

ARTICLE VII. No Old Business.

ARTICLE IX: New Business.

a. Sullivan and Rohrer were appointed to the Evaluation Committee.

The Board stated its appreciation for the work done by Pete Kaczmariski as he represented the City Council on the Board. Pete will be replaced by Jason Westphal. Thank you, Pete, for your time and support of the Library.

ARTICLE X: Motion by Martens, supported by Sullivan, to adjourn at approximately 4:35 pm. Motion carried.

Next tentative meeting: May 20, 2019, at 4:15 p.m.

SANDRA ROHRER Secretary
SR/bkj

TO: Mayor & Common Council
 FROM: Susan Leahy
 SUBJECT: Building Permits for April 2019

DODGE COUNTY

NO	HOLDER	ADDRESS	TYPE	FEE	COST
19-	52 Robert Newton	303 E Jefferson St	siding & porch repair	\$50.00	\$8,000.00
19-	54 Brandon Bookout	1400 Shaler Dr	24x24 Detached Garage	\$200.00	\$11,000.00
19-	58 Robert Bengsch	429 Doty St	24x54 Detached Garage & Reside House	\$311.44	\$12,000.00
19-	62 Dimitrios Kardaris	913 Taft Ln	Fence	\$50.00	
19-	63 Daniel Seiser	100 S Grove St	replacement windows	\$50.00	\$1,548.00
19-	64 Central WI Christian School	301 Fox Lake Rd	Additions & Remodel	\$2,974.00	\$1,752,739.00
19-	65 Julie Johnson	704 Robin Rd	18x18 Addition	\$505.00	\$19,000.00
19-	66 Metao's Restaurant	571 E Main St	66"x48" & 48"x96" Signs	\$138.34	\$2,500.00
19-	69 Brock Vossekuil	115 S Division St	Renew Permit to Finish 2nd Flr Attic	\$100.00	\$3,000.00
19-	71 Gwen Vander Galien	524 W Jefferson St	Replacing Windows & AC	\$100.00	\$10,000.00
19-	73 Melanie Gerritson	816 Grace St	Reside, Reroof & Replace 2 Windows	\$122.00	\$22,000.00
19-	74 Edwin Schwoch	21 W Jefferson St	Replace Water Heater & CFI Receptacle	\$80.00	
19-	78 Steven Mock	205 Welch St	Service Upgrade	\$80.00	
19-	79 Central WI Christian School	301 Fox Lake Rd	Electrical - 7,470 SF Additions & Remodel	\$508.20	
19-	82 Chad Veleke	417 S Grove St	4' High Chain Link Fence	\$100.00	
TOTAL				\$5,368.98	\$1,841,787.00

FOND DU LAC COUNTY

NO	HOLDER	ADDRESS	TYPE	FEE	COST
19-	51 Tom Bruesch	713 Tulip Lane	Fence	\$50.00	\$3,100.00
19-	53 Pat Stanton	732 Edgewood Dr	SFD w/ Attached Garage	\$2,009.33	\$180,000.00
19-	55 Jason & Jennifer Hraban	306 Brandon St	12x14 Storage Shed	\$50.00	\$2,300.00
19-	56 Sandy Stephens	800 Summer Ave	234x20	\$150.00	\$3,600.00
19-	57 Ron Vanhierden	523 E Franklin St	Drain Tile System	\$50.00	\$5,465.00
19-	59 Bob Englehart	242 Fond du Lac	200A Service	\$80.00	
19-	60 Marty Huizinga	127 Fond du Lac St	Remodel Kitchen & Replace Windows	\$220.00	\$10,000.00
19-	61 Cardinal Capital	120 Gateway Dr	Reroof & Reside	\$648.00	\$108,000.00
19-	67 Roadside Relics	10 Jackson St	Temporary Sign	\$10.00	\$50.00
19-	68 Farmers Elevator	2 W Main St	Reroof Office Area on West Side of Building	\$66.00	\$11,000.00
19-	70 Jen Anderson	226 E Franklin St	6' High Fence & Detached 8x16 Deck	\$200.00	\$1,500.00
19-	72 Mark & Nila Martens	50 Birdie Ln	SFD w/ Attached Garage	\$2,907.48	\$611,500.00
19-	75 David Pautsch	805 East Franklin St	Replace Furnace	\$57.05	
19-	76 Kyle & Dana Rowe	7 Deer Path Ct	SFD w/ Attached Garage	\$2,063.56	\$300,000.00
19-	77 Curt Schmidt	621 Roosevelt St	Reside	\$50.00	\$3,500.00
19-	80 Randy Vande Slunt	501 Summer Ave	Reroof - Complete tear off	\$60.00	\$10,000.00
19-	81 Michelle Braatz	712 Rock River Ave	Reroof - Complete tear off	\$60.00	\$10,000.00
19-	83 David & Karen Schmaltz	633 Pioneer Ave	Install Mini-Split AC	\$35.00	\$6,237.91
TOTAL				\$8,766.42	\$1,266,252.91

GRAND TOTAL **\$14,135.40** **\$3,108,039.91**

Permits issued in Dodge County 15
 Permits issued in Fond du Lac Cty 18
Total Permits for the month 33

Building Permit Fees \$14,135.40
 Special Assessment Letter Fees \$280.00
 Certified Survey Map \$100.00
 Site Plan Review \$100.00

Grand Total \$14,615.40

BUILDING PERMIT COMPARISON

April 2018: Dodge County - 14 permits; Fond du Lac County - 8 permits

Total estimated cost of construction:	\$	614,617.00
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FOUR MONTH COMPARISON

January - April 2016	estimated cost of construction	\$1,192,335.00
January - April 2017	estimated cost of construction	\$1,569,041.07
January - April 2018	estimated cost of construction	\$19,265,037.00
January - April 2019	estimated cost of construction	\$3,973,083.47



Waupun Fire Department



Fire Chief, B.J. DeMaa
16 E. Main Street
Waupun, Wisconsin 53963

Phone: (920) 324-7910
Fax: (920) 324-7854
E-mail: bjdema@waupunpd.org

Monthly Report

Date: May 9, 2019
To: Mayor, Council, City Administrator, and PFC
From: Fire Chief, B.J. DeMaa
Re: April Report

Fire Calls:

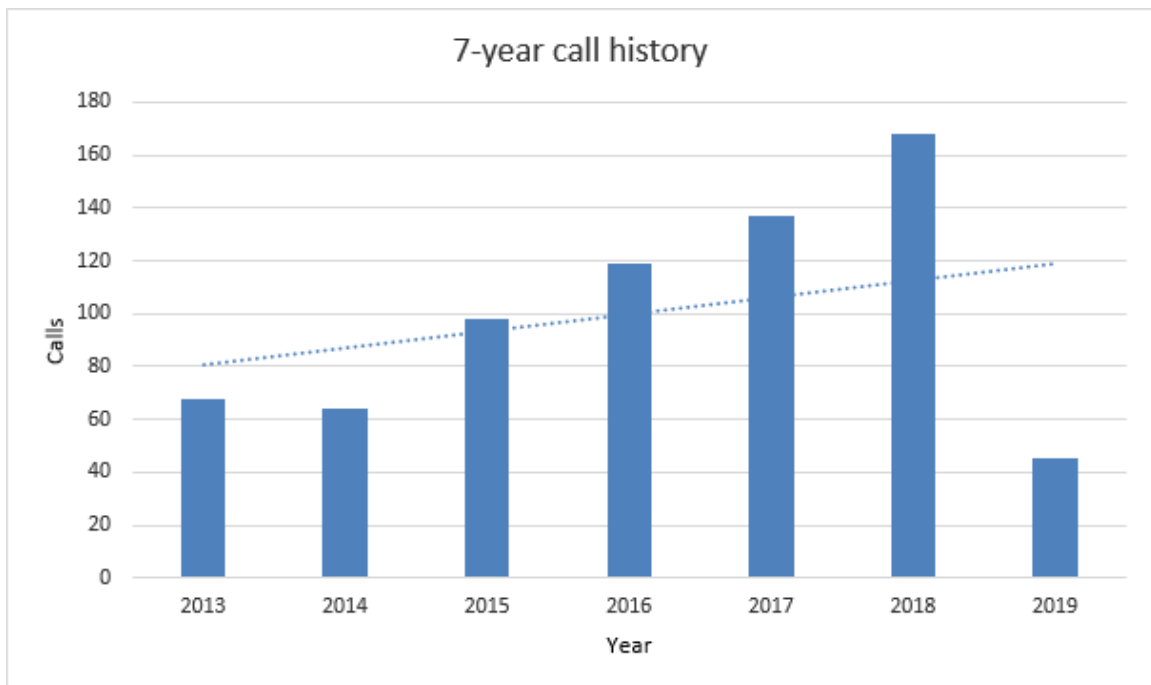
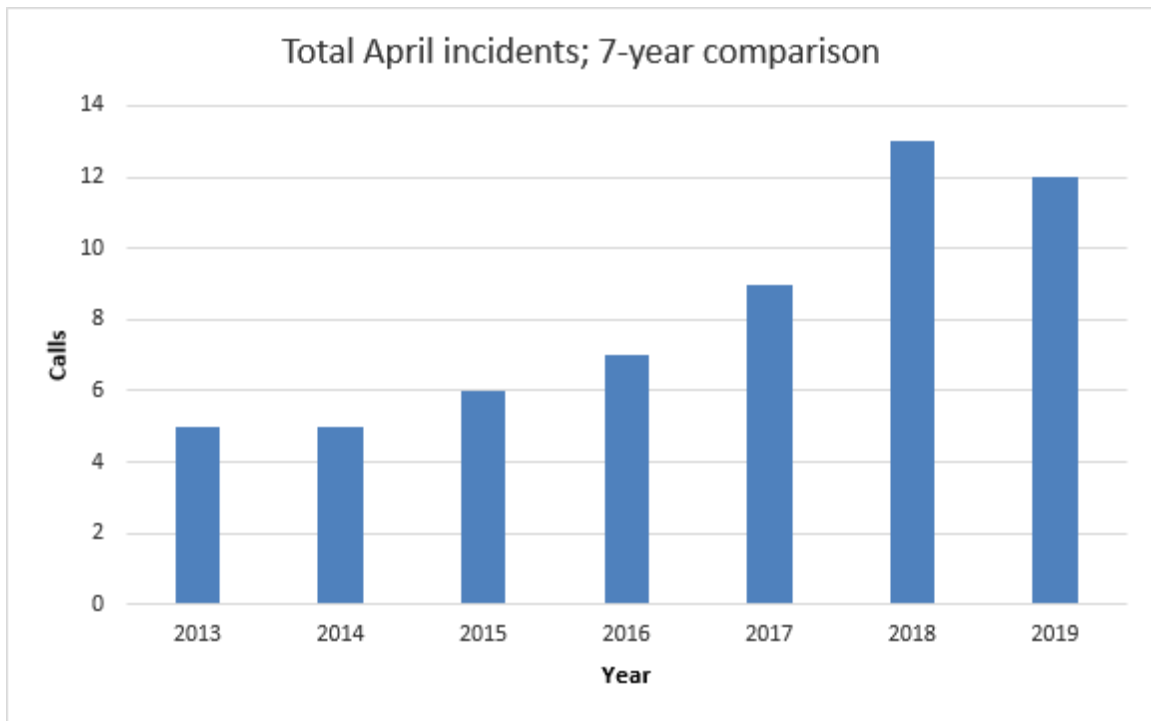
There were twelve (12) fire & rescue calls in the month of April for a total of forty-five (45) YTD. The calls were as follows:

- 400 block of E. Franklin Street for an EMS assist. Lifestar did not have any ambulances in town for this call so crews assisted Beaver Dam Fire & Rescue.
- 700 block of Winter Avenue for a smell of something burning in the house. Upon arrival, crews checked things over and determined it was a furnace issue.
- 400 block of Neevel Avenue for an activated smoke alarm. Upon arrival, crews checked over the home and didn't find anything. It was determined that the alarm was old and needed to be replaced.
- 100 block of Harmsen Avenue for a child locked in the bathroom. Crews were cancelled before leaving the station due to the parent getting the door opened.
- 000 block of E. Franklin Street for a structure fire. Upon arrival, crews found flames coming from the first floor of the duplex.
- 200 block of Jackson Street for an activated smoke alarm. Upon arrival, crews checked over the home and didn't find anything. It was determined that the alarm was old and needed to be replaced.
- 1700 block of Shaler Drive for an activated fire alarm. Upon arrival, crews found a crew cleaning the kitchen hood. They were unaware that activating the hood would result in the fire department getting called.
- 800 block of County Park Road for a piece of equipment leaking hydraulic fluid. Upon arrival, crews put down oil dry to contain the leak.
- 400 block of Fox Lake Road for an activated sprinkler system. Upon arrival, crews found an issue with one of the dry sprinkler systems. Plant Services cleared us and contacted a technician.
- Watertown and Lincoln Streets for a 2-vehicle accident. Upon arrival, crews cleaned up fluids that leaked from one of the vehicles and helped with traffic.
- 400 block of Fox Lake Road for an activated sprinkler system. Upon arrival, crews found an issue with one of the dry sprinkler systems (second call of the day). Plant Services cleared us and contacted a technician.

- Main and State Streets for a 2-vehicle accident. Crews were cancelled before leaving the station.

Call Breakdown Summary (7-year comparison):

<u>Breakdown of City calls:</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Structural Fires	4	6	7	2	2	7	1
Cooking Fires	6	0	1	1	0	2	
Vehicle Fires	g sepa	2	2	0	0	5	
Grass / Brush Fires	0	1	0	0	2	0	
Fires Misc. (chimney, bonfire, etc.)	racking	1	6	9	7	4	2
Controlled Burn	racking	1	0	0	0	0	
Smell of Smoke or Something Hot	0	0	2	1	1	0	
Cooking Related - no fire	racking	6	7	7	4	4	2
Vehicle Accident	g sepa	4	6	12	12	10	3
Rescue tools	g sepa	0	0	0	0	0	
Fuel Leak/Spill	racking	1	1	2	2	1	
Electrical / Gas Leaks / CO	13	7	15	12	13	6	1
Bad Detector	racking	4	4	15	17	2	10
Equipment Malfunction	racking	5	5	3	8	16	3
Mutual Aid	3	5	6	6	10	14	1
Rapid Intervention Team (RIT)				5	7	9	
EMS Assist	g sepa	2	2	7	6	12	5
Prison Farm	0	0	0	0	0	0	
False Alarms	19	17	15	21	29	36	13
Severe Weather Related	0	2	1	6	5	30	
Misc. (Hazardous condition, etc.)	8	0	18	10	12	9	4
Vehicle Fires / Accidents	4	Began tracking separately in 2014					
Accident/EMS assist/Rescue Tools	11	Began tracking separately in 2014					
TOTAL:	68	64	98	119	137	167	45



Projects/Special Events/Information:

Attended the Disturbance Plan meeting for Dodge and Waupun Correctional Institutions. Inmate populations continue to rise which is of major concern from a fire safety standpoint. The institutions here are 30-35% over capacity. This was shared with DOC Secretary Jess when she visited Waupun last year however it appears our concerns didn't go anywhere. Neighboring Institutions also indicated that they will be unable to guarantee any staffing in the event of a work disturbance.

Job Description Questionnaires (JDQ) were completed and reviewed with Kathy.

Met with representatives from the City of Beaver Dam and the Beaver Dam Fire & Rescue to discuss regional fire departments. Fire Chiefs from the North Shore Fire Department and Western Lake Fire District were both in attendance to share how consolidation took place within their organizations. North Shore and Western Lakes were both organizations that we reviewed for our local consolidation review.

Significant work went into marketing and fundraising for the 9/11 Never Forget Mobile Exhibit. As of April 30, we were nearing our fundraising goal.

The Consolidation Committee met again and conversation continues to focus on numbers. We are working on arranging a meeting with vehicle manufacturers to understand what strategies other municipalities are using to fund apparatus purchases. We are continuing to work towards potential next steps of: 1) Do nothing; 2) Incentivize the proposed funding model; 3) Explore what contracted services may look like, 4) Other.

Met with Tara Rhodes to discuss the Smart911 system that is being rolled out in Fond du Lac County. This system will allow for folks to enter specific information about themselves or family members that would be important for first responders to be aware of. This system may be of significant value in helping first responders best work with folks that struggle with disabilities or mental disorders.

Attended the class "Staying Ahead of the Game: Succession Planning" through CVMIC. Topics covered included: the graying of America, recruitment challenges, succession planning characteristics, replacement hiring, employee retention, employee engagement, the cost of recruitment, what keeps people engaged and growing, and the 9 key steps of the succession plan.

May 9, 2019

Attended CORE Pipeline training to learn more about the pipelines and service lines that are present in our area. We may have an opportunity to send 2 firefighters to Minnesota to participate in fire training at the Pine Bend Refinery that Flint Hills Resources owns.

Work continues on the City-wide staff identification project. This project focuses on the creation of staff ID cards for all City Staff and Council Members.

We continue to await word on our Walmart Community Grant. A \$1,300 grant application for a 4-gas meter was submitted to replace the one that is starting to show signs of failing.

We continue to await word on our State Farm grant. A \$10,000 grant application for Fire Prevention material was submitted to replace our Sparky the Fire Dog costume (over 20 years old) and allow us to purchase items such as fire safety DVDs, carbon monoxide detectors, and smoke detectors to help support our community risk reduction efforts.

We continue to await word on our Assistance to Firefighters Grant (AFG). A \$44,500 grant application was submitted to replace all of our fire suppression hose and a number of our hose nozzles. A significant portion of our hose exceeds the 10-year replacement recommendation from the National Fire Protection Association (NFPA) and a higher number of failures were seen during this year's hose testing. The AFG grants are a 95%/5% split. If awarded, our cost would be covered through our operational budget.

Staffing:

Firefighters Erick Searvogel and Rick Smith continue to work their Entry Level Firefighter (ELFF) course. They have completed the first 60 hours (parts A & B) which is what the State of Wisconsin requires for new firefighters and are working on the testing portion of the Hazmat Operations portion of the class. The last 36 hours (part C) of the ELFF is now underway as well. Their Firefighter 1 state practical test is scheduled for May 11.

Shawn Turnes continues work on the Driver/Pumper Operator course. His state practical test is scheduled for May 22.

Inspections:

Additional inspections completed:

May 9, 2019

- Fire alarm testing for the updated system at Homestead 1
- Occupancy inspection - Edward D. Jones - Adam Vande Slunt building
- Walk-through inspection – Mateos – they are looking to add an additional fryer which will result in modifications needed to their hood suppression system. The owner was advised to contact us once the hood work has been completed.

Training:

Training for the April 1st meeting was on hose lays, radio communications, and air-pack knowledge. Members learned a new, rapid-deployment, hose lay which reduces the amount of time it takes to flow water. Members also discussed fireground communication protocol and knowledge of their air-packs related to mayday situations.

Training for the April 15th meeting was new individual and group pictures along with clean-up around the station.

Emergency Government:

We completed our Category C obligation packet which means one of our projects is nearing payment. Category C would be the project related to the bridge damage on Brandon Street. To recap, we had damage in 5 of the 7 categories (A – debris removal, B – protective measures, C – roads and bridges, F – Utilities, and G – parks) that have been logged as separate projects. Each project continues to be reviewed by number of different agencies before decisions are made. Approved costs resulting from damage in Fond du Lac County qualify for FEMA funding which breaks down accordingly: 75% FEMA, 12.5% State, and 12.5% Local.

Code Enforcement – Mike Beer:

A total of 12 complaints were logged:

- 9 for junk
- 1 apartment condemned for poor living conditions (joint complaint with Building Inspector)
- 1 for sewage leaking in an apartment building
- 1 for non-working security locks

A total of 2 complaints continue to be followed up on:

May 9, 2019

- 1 for illegal chickens in a garage
- 1 for junk

A total of 2 complaints were closed.

Total hours 21 hours or 5.25 hours per week.

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

May 2019

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

Re: Report to Common Council

A. Statistics

Circulation/downloads through the end of April was 48,542 items.
Library visits through the end of April was 22,065 people.

B. Future programs

May 16 – Lego Movie 2, 6 p.m.
May 21 – Vegetable Gardening, 6 p.m.
June 5 – Tech Days, 1 p.m. & 5 p.m.
June 27 – Art of Right Sizing Your Life, 6 p.m.

C. Monarch Library System

Due to the Director of the Monarch Library System still on medical leave, the Monarch LS Board of Trustees hired an interim director on a 12-month contract.

D. Summer Reading Program

The annual Summer Reading Program is set to start next month. Color brochures have not been printed yet so hopefully we'll have those soon for people to pick up at the library. Tami and Pam (and possibly others) will also be going to the schools again to talk about the program and encourage kids to sign up.

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

Waupun Police Department Update

April, 2019

Personnel Updates – Officer Annie Morgan has successfully passed field training and is on her own. For the first time in many years we have a full schedule to work with.

Training – Department wide Emergency Vehicle Operation Training. Officer Williams attended Advanced Roadside Impaired Driving Enforcement. Officer Hraban and Rasmussen attending Crowd Control Instructor training. Chief Loudon and Deputy Chief Rasch attend WI Chapter FBI training.

Drugs – Wednesday April 24th at 12:47am, police conducted a traffic stop in the 1000 block of E Main St. A 28 year old Fond du Lac man was taken into custody on a Parole Warrant and a Probation Hold. The man was transported to the Fond du Lac County Jail. A 31 year old Fond du Lac man was taken into custody on a Probation Hold and charges of Possession of Controlled Substances. The man was also cited for Operating After Suspension. The man was turned over to a Fond du Lac County Deputy for transport to the Fond du Lac County Jail. Officers received information that this man may have cocaine concealed in his undergarments. During a further search at the jail, cocaine was concealed and located in the 31 year old man's possession. The man was also held on charges of Possession of Cocaine and Possession of Controlled Substances in Jail.

3 OWI's in 3 ½ hours

Saturday April 20th at 10:38pm, police conducted a traffic stop on W Main St at Commercial St. A 22 year old Beaver Dam man was arrested for Operating While Intoxicated 1st Offense. The man was later released to a responsible party.

Sunday April 21st at 12:15am, police conducted a traffic stop on S Madison St at E Jefferson. A 51 year old Waupun woman was arrested for Operating While Intoxicated 1st Offense. The woman was later released to a responsible party.

Sunday April 21st at 2:01am, police conducted a traffic stop in the 300 block of W Main St. A 32 year old Fond du Lac man was arrested for Operating While Intoxicated 3rd Offense. The man was later released to a responsible party.

Assist Agency/Stolen – Saturday April 20th at 3:41pm, police responded to a residence in the 200 block of S Madison St in the attempts to locate a vehicle theft suspect for the Fond du Lac Police Department. Police took a 31 year old Fond du Lac man into custody and turned him over to Fond du Lac Police. Police later located the stolen vehicle in the city of Waupun and the vehicle was turned over to the owner.

Search Warrant – Thursday April 18th at 7:42am, police responded to a residence in the 0 block of W Brown St to conduct a search warrant of a residence. Criminal charges are pending upon the completion of the investigation.

Burglary and Multiple Thefts (guns) Solved in 1 ½ days

Monday April 15th at 12:18am, police responded to a residence in the 400 block of Bittersweet Lane for a burglary to a residence complaint. On Tuesday police took a 17 year old Waupun male juvenile and a 18 year old Watertown man into custody for Burglary, Criminal Damage to Property, Obstruction, and Theft. Both subjects were transported to the Fond du Lac County Jail.

Monday April 15th from 5:29am to 2:03pm, police responded to four theft complaints in the city of Waupun. Numerous items were taken from unlocked vehicles, including 2 handguns. On Tuesday police took a 17 year old Waupun male juvenile and an 18 year old Watertown man into custody on numerous charges of Theft. Both subjects were transported to the Fond du Lac County Jail. Police also learned of an additional theft victim on Tuesday after locating the stolen property. Both handguns were located by police after searching a wooden area within the city of Waupun.

WAUPUN POLICE DEPARTMENT

Monthly City Council Report

Dispatch Summary From 4/1/2019 To 4/30/2019

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

Total Number of Calls for this reporting period: 1,064

72 HOUR DETENTION	8	MISSING ADULT	1
911 CHECK	3	NEIGHBOR DISPUTE	3
911 MISDIAL	2	NOISE COMPLAINT	5
ABANDONED VEHICLE	1	NOTIFY MED EXAMINER	1
ACCIDENT	14	OCCUPIED DISABLED	3
ACCIDENT W/BLOCKAGE	1	OFFICER STAND BY	4
ALARM TEST	4	OPEN DOOR	1
ANIMAL BITE COMP	2	ORDINANCE VIOLATION	2
ANIMAL COMPLAINT	12	PAPER SERVICE	6
ASSIST CITIZEN	28	PARKING ENFORCEMENT	9
ASSIST MOTORIST	2	PRISONER TRANSPORT	4
ASSIST OTHER AGENCY	6	PROBATION HOLD/VIOL	1
ATTEMPT TO LOCATE	3	RECKLESS DRIVER	7
BATTERY	1	REPOSSESSED PROPERTY	1
BIKE STOP	1	RESTRAIN ORDER VIOL	1
BUILDING CHECK	22	ROAD CLOSE/REPAIR	1
BURGLARY	2	RUNAWAY	1
CHECK WELFARE	19	SCAM	2
CHILD ABUSE/NEGLECT	2	SEARCH WARRANT	1
CHILD CUSTODY	3	SHOPLIFTER	1
CIVIL PROBLEM	6	SPECIAL ASSIGNMENT	11
COMMUNITY POLICING	4	STALKING	1
COUNTY AMBULANCE	38	STRUCTURE FIRE	1
CR DAMAGE TO PROP	1	SUBJECT STOP	13
DEPARTMENT K9 DOG	5	SUSP ACTIVITY	10
DIRECTED AREA PATROL	213	SUSP PERSON	2
DISORDERLY CONDUCT	6	SUSPICIOUS VEHICLE	15
DOMESTIC DISPUTE	8	TAVERN CHECKS	11
DRUGS/NARCOTICS	7	THEFT	10
ESCORT FUNERAL	6	THREAT COMPLAINT	2
EXTRA PATROL	140	TRAFFIC ENFORC DAP	6
FIRE ALARM	4	TRAFFIC PROBLEM	6
FOLLOW UP	63	TRAFFIC STOP	177
FOOT PATROL	9	VANDALISM	2
FOUND PROPERTY	7	WARRANT	3
FRAUD/FORGERY	3	WARRANT OTHER AGENCY	4
GAS DRIVE OFF	2	WATER UTILITY	1
GAS LEAK	1	WAUPUN ORDINANCE	10
HARASSMENT	4		
HIT AND RUN	6		
HOUSE WATCH REQUEST	22		
INFO TO DOCUMENT	1		
INFORMATION	3		
INTRUSION ALARM	6		
JA/UNDERAGE/ALCOHOL	1		
JUVENILE PROBLEM	9		
LAW ASSIST FIRE	1		
LITTERING	1		
LOITERING	1		
LOST PROPERTY	1		
LOST/FOUND ANIMAL	9		



"Wild Goose Center of Wisconsin"



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7900
Fax: 920-324-7939

Department of Public Works Activity Report

May 9, 2019

1. **Current Projects:**

- Conducted interviews for the Mechanic position. This is being re-advertised and job applications are due on June 7, 2019.
- Attended LAPWA meeting
- Madison St. project update: This week the contractor worked on installing water main, water services, and water tie-ins on side roads. All water services north of Franklin Street are complete and live off of the new water main. Water tie-ins were completed on both sides of Franklin Street and Monroe Street. The 3 new hydrants are now all live, and the existing hydrants are dead and bagged. Water main will be installed today up to Main Street. Next week, sanitary sewer installation is scheduled to begin between Monroe Street and Jackson Street on both sides of the road, with storm sewer work beginning the following Monday, May 13.
- Working with Michels to get costs to repair the pier at Harris Mill Park or to remove it depending on what the Board of Public Works decides.
- Bids were received for the Mill & Overlay project for Fond du Lac St, E Jefferson St., and Edgewood Dr. These will be accepted at the Council meeting.
- Received quotes for seal coating Claggett Ave.
- The City received Oak trees from the Living Lands & Waters Million Trees Project. Free trees were given out to property owners that have land that abuts the Rock River. The free trees are gone.
- Completed cross connection inspections at City parks and buildings
- Attended CVMIC training
- Working on reviewing plans for CWC and Waupun Storage.
- The fountain at Harris Mill Park was damaged due to vandalism. I brought the parts to a company and they were able to fix it.
- Working on Capital projects and machinery and equipment budget for 2020.
- The televising crew is in the City to televise Section G of the storm sewer
- Working with the contractors on Seymour St.
- Working with contractor to complete the punch list for Walker St.
- Door locks at the parks have started to be installed.
- Reviewing LED lighting RFP.
- Reviewing proposals for statue treatments.

2. **DPW Crew Projects**

- Aquatic Center duties
- Building & Grounds building duties
- Brush & Leaf pick-up

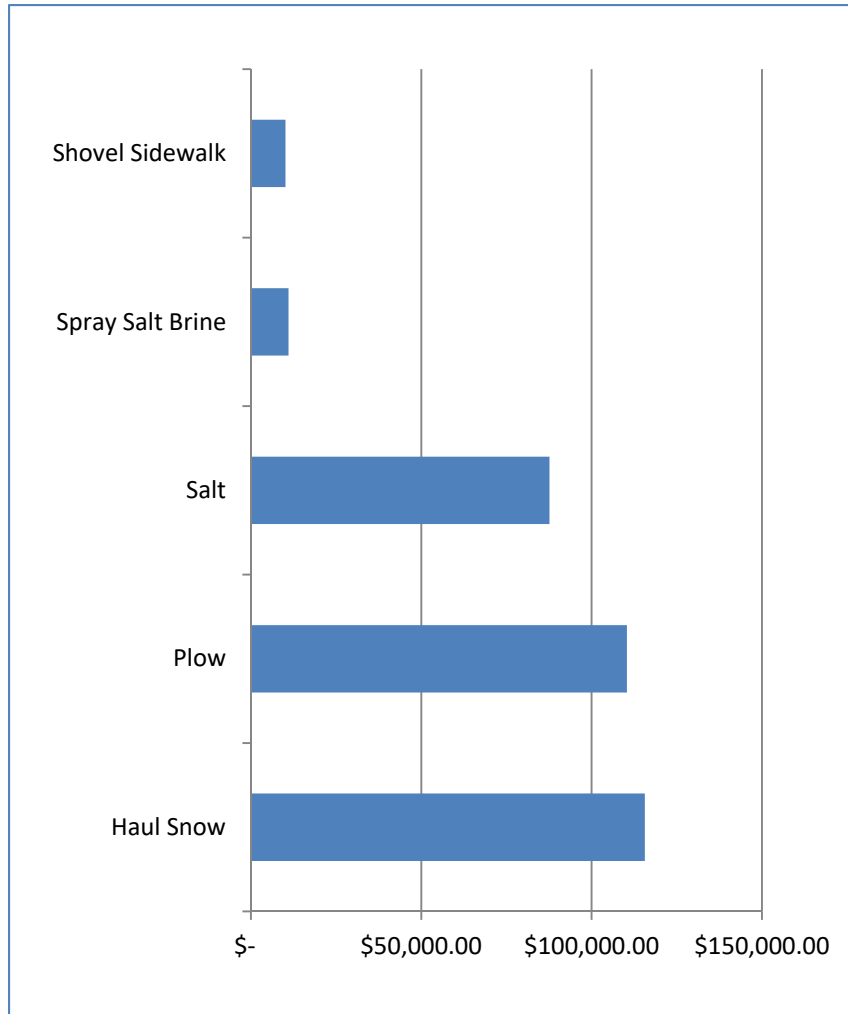
- Clean equipment
- Fill Potholes
- Haul Brush Bins
- Install signs
- Diggers Hotline Locates
- Mow lawns at City buildings and parks
- Park and Ball Diamond maintenance
- Bulk pick-up – 2 employees went with Advanced Disposal to tag items that were not collected during bulk pick-up
- Roll park lawns
- Spray weeds
- Storm clean-up
- Street Sweeping
- Training
- Tree removal
- Vehicle Maintenance

Administrative Assistant

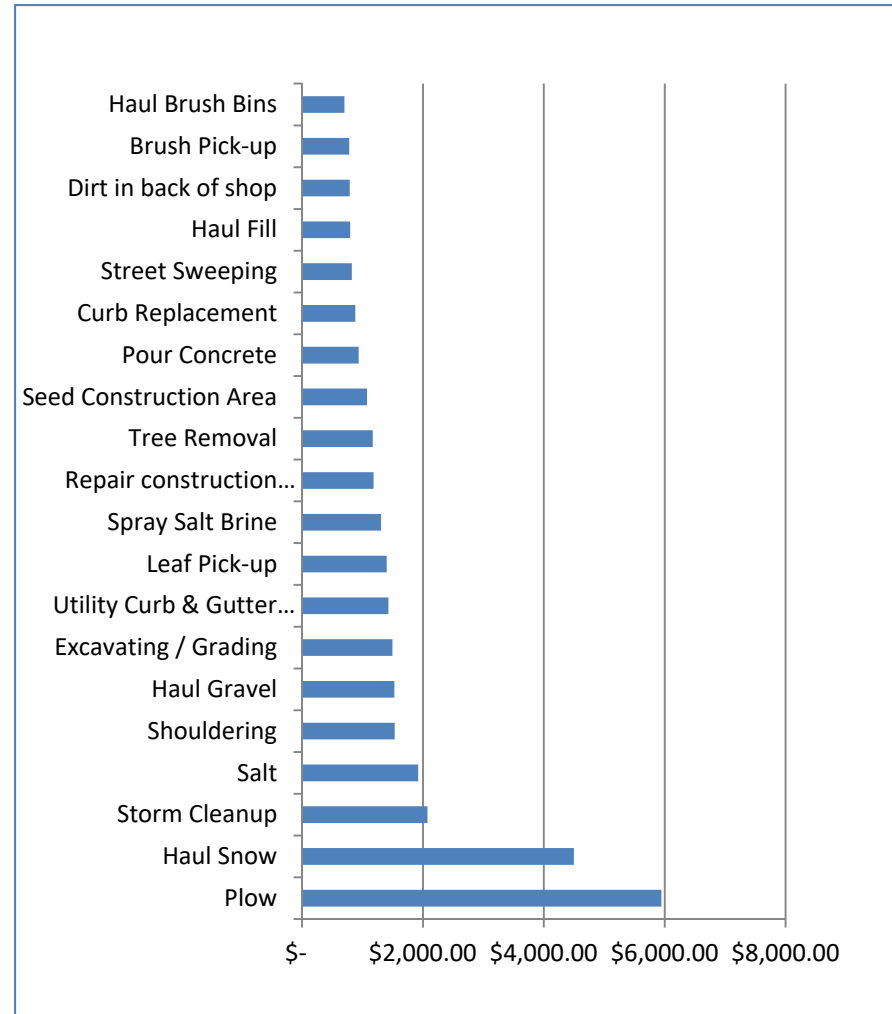
- Yard waste pick-up maps
- Weed notice published in the Daily Citizen
- Helped the Clerks office with bartenders licenses
- Created a map for residential zoning districts
- Input salt usage for February and March in the Salt usage spreadsheet
- Created graphs for Cartegraph to see the money spent on salting/plowing, the Aquatic Center and Yard Waste Pick-up
- Sent out private pond inspection notifications to properties that have a detention pond with a storm water maintenance agreement on file with the City.
- Scanned in commercial building plans and property files.
- Scanned in property record cards.
- Updated the apartment listing.
- Created Memorial Day parade map.
- Board of Public Works, Zoning and Plan Commission Agendas.
- Plan Commission minutes.
- Issued dog /cat licenses.
- Filing.
- Issued assessment letters.
- Put requests into Cartegraph.
- Enter Diggers Hotline Tickets into database
- Equipment Invoice and costs entered into Cartegraph
- Researched information on properties (dealing with permits, variances or conditional uses)
- Monthly building permit report
- Cash Receipting
- Assign account #'s to bills.

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

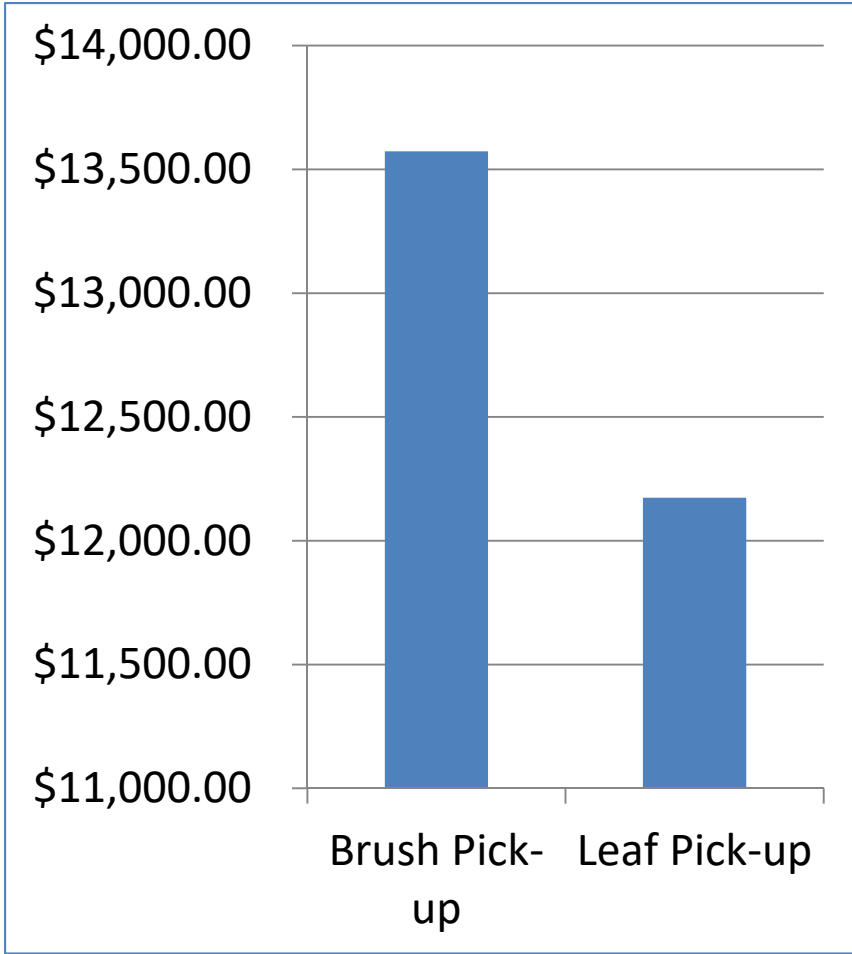
2018-2019 Snow Removal



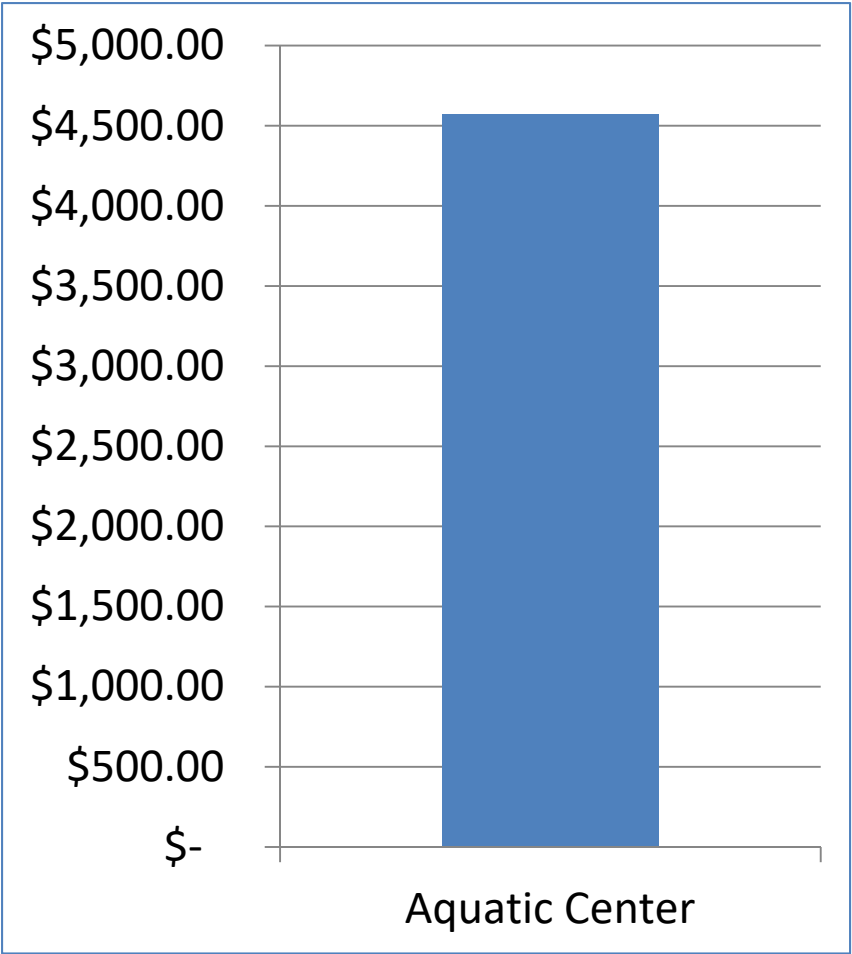
Average Cost Per Activity



2019 Spring Yard Waste Pick-up Cost



2019 Aquatic Center Maintenance Labor Cost



May 14, 2019 Recreation Report

Senior Center *Individual Count Duplicate Count	January 2019	February 2019	March 2019	April 2019	April Notes
Monthly Attendance	1,110	873	1,155	1,239	Open 23 days
Average Daily Attendance	58	52	53	54	
*Rentals	-	2	-	3	
Mobile Meals	192	217	250	260	
Table Meals	198	143	171	212	
Transportation Rides	30	29	38	31	6 individuals this month
Open Pool	96	85	91	36	Gold course opened
Euchre	63	74	87	114	Mondays
Pool League	64	64	64	-	Will start again in November
Sheepshead	211	168	213	233	Wednesdays and Thursdays
Wednesday Workout	62	54	66	72	
Friday Fitness	44	48	62	69	
Yoga Stretch	324	318	381	362	Mondays and Thursdays, Did not meet 4/11
*Book Club	13	8	15	16	Last Friday of the month
Bingo	136	59	152	137	3 times this month
Sevens Cards	19	16	30	42	Fridays
Hand & Foot Cards	32	23	36	72	Tuesdays
*Jam Session/Party	52	22	49	73	Country Dinner and Easter Party
Board Games/Marbles	17	10	14	13	Thursdays
Bank or Bust Dice	24	21	31	38	Wednesdays
*Craft Club	12	6	-	12	1 Tuesday a month
*Paint Pals	6	6	10	-	1 Tuesday a month
*Local Presentations/Services	21	-	26	22	Thrivent Finical, Rock River Eyewear Glasses Adjustments, Health Care Decisions Day
*Computer Classes	14	5	8	6	Individual meetings this month
*Movie Night	-	13	17	-	
Knit-Wits	24	15	28	18	Thursdays, did not meet 4/18
*Euchre Tournament	41	-	32	41	1 st Saturday of the month
Pickleball	29	26	40	63	Tuesdays
Trips	-	-	15	-	



TO: Waupun Utilities Commissioners
FROM: Randy Posthuma, General Manager
DATE: May 10, 2019
SUBJECT: General Manager Report

Staff Evaluations Completed: Management recently completed all staff evaluations for 2018. As part of the evaluation process, we changed up several questions being asked to staff. These questions included the bullet points below with a summary of staff comments marked in red:

- What do you see as the top opportunities for us to increase our organizational performance? **Technology upgrades, training, communication, communicating goals, increase face to face communication, transparency, more staff, open lines of communication between departments, keep staff informed and engaged.**
- How would you describe the culture here? What could you do or what suggestions do you have to improve it? **Results oriented and everyone cares for each other, great place to learn and grow, it's changing from "that's how we've always done it" to more of an open minded concept, good culture, dedicated employees, work well as a team, positive, challenging and rewarding.**
- What have I done or can do to help you do your job better? Have I done anything to hinder your job performance? **Communicate change, give honest and open feedback, wage compensation study was appreciated, open communication, management encourages continued learning.**

We receive some excellent comments in regards to areas that we are doing well in. But more importantly, we were able to identify areas that we need to improve in. i.e. Open/honest communication.

Municipal Day at the Capitol on May 22: I plan on attending this year's "Municipal Government and Utility Day" at the Wisconsin State Capitol on Wednesday, May 22. Similar to events held in 2017 and 2015, MEUW is again partnering with the League of Wisconsin Municipalities, Wisconsin Rural Water Association (WRWA), the Transportation Development Association of Wisconsin, and Municipal Environmental Group (MEG) Water and Wastewater Divisions for a lobbying day to educate state legislators and staff and help to advocate for municipal needs, with focus on the critical role municipal infrastructure has on the state's economy.

The day will start at 9 a.m. at Madison's Monona Terrace Community and Convention Center, and will include group breakout topical briefings followed by advocacy meetings at the Capitol. The event concludes with a lunch and keynote presentation and is expected to wrap up by around 2 p.m. Gov. Tony Evers has been invited as the lunchtime speaker. If you're interested in attending this event, please let me know and I'll get you registered.

Staff Training Updates: Two WPPI staff members were onsite at Waupun Utilities to conduct a utilization review April 8-9th. During this time, WPPI staff went over our processes and ways we are currently utilizing the NorthStar CIS system. Based on their review and the questions answered by Waupun Utilities, WPPI will be reporting back to us their recommendations of what functions in NorthStar will help us improve our current processes. Some of these recommendations can be implemented right away and some could take up to a year or two based on the complexity of the change, schedules and availability of staff.

Jenny and Jen attended the MEUW Customer Service Roundtable on April 30th. Also in attendance were Harford, Oconomowoc & Cedarburg Utilities. As a group, they discussed topics such as PSC billing audits, debt collection agencies, rate cases, 3rd party payment providers (PSN and Paymentus), social media engagement, and new-service sign-up processes. Customer service roundtables are a great way for utilities to communicate with each other to get ideas on things to change, answer questions others may have and discuss best practices.

Community News – This is the time of year when we award our annual \$1,000 high school scholarship. WPPI designates \$1,000 to each electric utility member for scholarships, which increases name recognition for the Utilities and WPPI in the community.

We received applications from 10 hard-working, motivated students. The recipient for 2019 is Erica Huenink. She will be attending Concordia University Wisconsin and majoring in physical therapy.

There were no Lineworker Scholarship applicants for the 2019 school year.



*Pictured:
Ellie, center, and her sister
enjoyed a birds-eye view of
Waupun during their bucket truck
ride with Chris Jahn, journeyman
lineman.*

New this year, we offered a Thank-A-Lineworker coloring contest for ages 4-6 and ages 7-10. WPPI supplied the marketing materials for the contest. Two winners were each awarded a \$50 Visa card and a chance to meet a lineworker and have a bucket truck ride. Trace Ramirez, age 5, was a winner, and also Ellie Perry, age 10.

The Thank-A-Lineworker contest was part of celebrating National Lineworker Appreciation Day celebrated in April each year

Moratorium Deadline was April 15th: The first couple of months following the removal of the electric disconnect moratorium can be difficult for our office staff and delinquent customers. During this past month our office mailed out 669 notices of delinquent accounts; following the mailing the office contacted 182 customers through our out-bound callout process and finally disconnected 26 customers for non-payment through the remote disconnect feature of our automated metering system.

This concludes my report for May 2019. Please contact me at 324-7920 or rposthuma@wppienergy.org, with any questions or concerns.



TO: Waupun Utilities Commissioners
 FROM: Steve Schramm
 DATE: May 8, 2019
 SUBJECT: Monthly Operation Report

Water Treatment Facility:

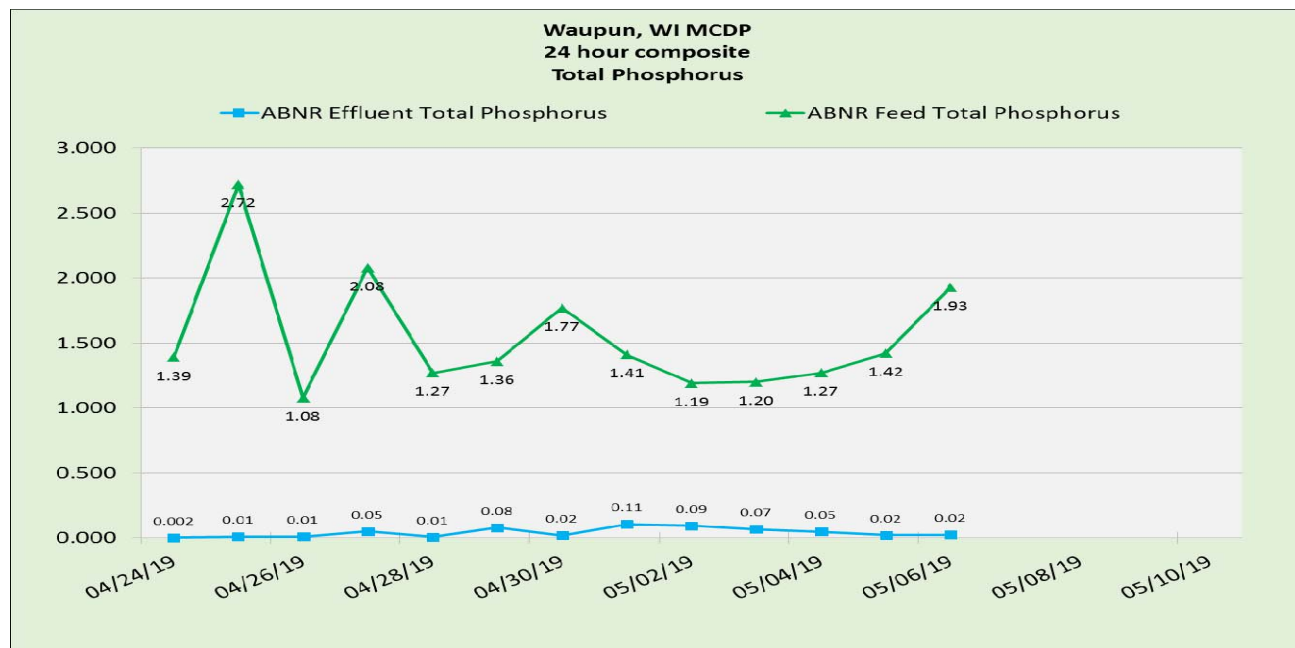
Utility Services performed exterior inspections on tower 1 and tower 2. There were no coating or structural deficiencies identified. These inspections are included with our maintenance contract.

Dixon Engineering inspected the water treatment facility reservoir and clear wells. These inspections were performed with a mini-submarine. This mini-sub allowed the treatment facility to remain in operation. If traditional inspection procedures were used, the treatment facility would have been out of service for 48 hours, and only capable of providing iron free unsoftened water.

Wastewater Treatment Facility:

CLEARAS Update:

Continuous treatment has continued with good success. ABNR feed concentration averages 1.5 mg/l TP and permeate concentration averages of .041 mg/l TP, which is below the future phosphorus limit of .075mg/l. The ABNR has been consistently removing 97 percent of the total phosphorus. In addition, algae harvest has begun for analysis and characterization.



Water/Sewer Crew:

Staff's focus will be preventative maintenance of the distribution and collection system over the next month. These tedious tasks are identified below.

- Staff continues jetting the entire sanitary sewer basin.
- Staff will begin to work on the fire hydrant preventative maintenance program. This efficient and cost effective asset management program keeps hydrants working and helps avoid a large capital expenditure, when things break down and need immediate replacement.

Madison Street Update:

This week the contractor worked on installing water main, water services, and water tie-ins on side roads. All water services north of Franklin Street are complete and live off of the new water main. Water tie-ins were completed on both sides of Franklin Street and Monroe Street. The 3 new hydrants are now all live, and the existing hydrants are dead and bagged. Water main will be installed today up to Main Street. Next week, sanitary sewer installation is scheduled to begin between Monroe Street and Jackson Street on both sides of the road, with storm sewer work beginning the following Monday, May 13.

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



TO: Waupun Utilities Commissioners
FROM: Steve Brooks Electric Operations Supervisor
DATE: May 9, 2019
SUBJECT: Electric Operations Report

Electric Department Update:

One power outage to report. On April 6th at 11:00 A.M. the outage management system reported an outage at 624 E. Franklin St. The crew found a problem with the electric service. Made repairs and power was restored at 1:20 P.M.

The electric crew is close to completing the first part of the North Madison St. rebuilds. Installing new poles, wire, and transformers on E. Franklin St. and N. Madison St.

American Transmission Company (ATC) is planning for the replacement of a transmission pole near the South substation. This work will require the transfer of Waupun Utilities distribution under build. We have contracted with MJ Electric to assist us in the work. MJ Electric is the same contractor that is performing the work for ATC. They will have equipment and personnel already on site. Using the same contractor will help keep the cost down and minimize the duration of the power outages. The pole replacement is scheduled for the weekend of June 15th and 16th. The pole replacement will be performed on Saturday and Sunday due to the outages that are requested from ATC.

Upcoming work

- Install new Street lights on Seymour St.
- Install a new 3 phase electric service for the Shaler lift station.
- Voltage conversion work on Feeder 1 West sub (North West side of town)
- Install new Street lighting infrastructure on Madison St.
- New URD electric service for the traffic light controller on N. Madison St.

This concludes my report for May 2019. Please contact me at 324-7920 or sbrooks@wppienergy.org, with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Jared Oosterhouse, Finance Director
DATE: May 6, 2019
SUBJECT: April 2019 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility began construction in April incurring costs for overhead and underground services and rebuilding overhead line on Madison Street. The electric utility also purchased \$55,600 in transformers. The sewer and water utility incurred \$159,000 in project costs for Madison Street reconstruction.

For plant additions, the sewer utility replaced blower building equipment at a cost of \$6,700 and poured a concrete containment for ferric chloride to be stored outdoors.

MONTHLY METRICS – April 2019 YTD

Sales

Electric

- kWh sales were 3.10% above budget and 2.42% above 2018 on higher residential, general service, and small and large industrial power sales

Water

- Sales units of 100 cubic feet were 0.91% below budget, and
- 1.90% below 2018 on lower sales in most classes

Sewer

- Sales units of 100 cubic feet were 3.61% above budget and 3.49% above 2018 on higher public authority treatment volume

Income Statement

Electric

- Operating revenues and purchased power expense were below budget \$226,700 and \$119,500 respectively, due to overall lower purchased power costs
- Gross margin was \$107,200 below budget. I expect this to improve during the Summer months.
- Operating expenses were \$45,300 above budget on higher distribution expenses from tree trimming which is expected and on higher administrative and general expense
- Operating income was \$60,700 or \$154,400 below budget on lower gross margins and higher expenses. Operating income is expected to improve during construction season as costs are capitalized.

Water

- Operating revenues were \$8,700 above budget
- Operating expenses were \$38,200 below budget on lower water treatment and transmission and distribution expenses
- Operating income was \$255,100 or \$51,100 above budget
- Net income was \$199,300 or \$48,400 above budget

Sewer

- Operating revenues were \$25,500 above budget
- Operating expenses were \$44,300 below budget on lower maintenance expenses
- Operating income was \$143,300 or \$69,800 above budget
- Net income was \$188,300 or \$118,900 above budget on lower expenses and higher operating revenues and investment income

Balance Sheets

Electric

- Balance sheet decreased \$22,300 from March 2019
- Total unrestricted and restricted cash increased \$120,700 from a large customer becoming current
- Receivables decreased \$170,200 from a larger customer becoming current

Water

- Balance sheet increased \$50,700 from March 2019
- Total unrestricted cash decreased \$117,400 from payments made for Madison Street reconstruction
- Restricted cash increased \$83,700
- Plant increased \$104,100 on payments made for Madison street reconstruction

Sewer

- Balance sheet increased \$50,500 from March 2019
- Unrestricted and restricted cash increased \$97,800
- Net position increased \$52,200 from operating results

Cash and Investments

The monthly metrics dashboard for cash and investments provide a monthly comparison of cash and investment balances, and graphs that present long-term investments by maturity, type, and rating.

- Total cash and investments increased \$184,700 from March 2019
- Received interest and distributions of \$6,200 and recorded an unrealized positive market adjustment of \$1,500, along with \$700 in management fees, resulting in a net portfolio gain of \$7,000 for the month.
- Total interest and investment income earned on all accounts for the month was \$16,600 and \$91,300 year-to-date

This concludes my report. Please do not hesitate to contact me at 324-7923 or joosterhouse@wppienergy.org with any questions or comments.

Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
05/09/2019	97606	AIRGAS USA, LLC	605.30
05/09/2019	97607	ALLIANT ENERGY/WP&L	2,079.84
05/09/2019	97608	ALSTAR COMPANY LLC	400.38
05/09/2019	97609	ASSOCIATED APPRAISAL CONSULTA	2,192.66
05/09/2019	97610	AT & T	159.40
05/09/2019	97611	ATLAS COMMUNICATIONS SERVICE	562.50
05/09/2019	97612	BAKER TILLY VIRCHOW KRAUSE LLP	5,179.00
05/09/2019	97613	BEACON ATHLETICS	166.00
05/09/2019	97614	BEAVER GUNITE	10,000.00
05/09/2019	97615	BROOKS SHOE & REPAIR	150.00
05/09/2019	97616	CAPITAL NEWSPAPERS	41.98
05/09/2019	97617	CENTURY FENCE COMPANY	3,395.00
05/09/2019	97618	CHARTER COMMUNICATIONS	1,273.13
05/09/2019	97619	CONSULTANTS LABORATORY-FDL	160.00
05/09/2019	97620	DCELEA	84.00
05/09/2019	97621	DESTINATION LAKE WINNEBAGO RE	4,145.67
05/09/2019	97622	DODGE COUNTY CLERK	335.64
05/09/2019	97623	MARTENS ACE HARDWARE	3,544.58
05/09/2019	97624	FARMERS ELEVATOR CO.	1,169.55
05/09/2019	97625	GENERAL COMMUNICATIONS	284.25
05/09/2019	97626	GOODYEAR COMMERCIAL TIRE & SE	748.24
05/09/2019	97627	GRAND VALLEY INSPECTION SERVIC	13,801.36
05/09/2019	97628	GUNDERSON, INC.	227.28
05/09/2019	97629	HAWKINS INC	240.00
05/09/2019	97630	HOMAN AUTO -GATEWAY	350.06
05/09/2019	97631	HOME CONTRACTORS & SUPPLY INC	645.12
05/09/2019	97632	KAST, MICHELLE	102.08
05/09/2019	97633	KWIK TRIP STORES	5,392.98
05/09/2019	97634	LENZ, STEPHEN R	7,000.00
05/09/2019	97635	LIFESTAR EMERGENCY MEDICAL	3,500.00
05/09/2019	97636	LUECK, FRED	20.00
05/09/2019	97637	MSA PROFESSIONAL SERVICES INC.	8,563.16
05/09/2019	97638	MARCO TECHNOLOGIES LLC	94.14
05/09/2019	97639	MENARDS - BEAVER DAM	142.46
05/09/2019	97640	MORAINES PARK TECHNICAL COLLEG	80.15
05/09/2019	97641	NAPA AUTO PARTS-WAUPUN	1,594.96
05/09/2019	97642	NEUMAN POOLS INC	1,636.52
05/09/2019	97643	NICKEL, JULIE	40.00
05/09/2019	97644	OSHKOSH OFFICE SYSTEMS	331.72
05/09/2019	97645	PETTY CASH-CITY HALL	319.18
05/09/2019	97646	PIGGLY WIGGLY DISCOUNT FOODS	11.09
05/09/2019	97647	PIT-STOP PORTABLES	44.11
05/09/2019	97648	PLUIM, JERRY	150.00
05/09/2019	97649	PURCHASE POWER	1,005.00
05/09/2019	97650	QUALITY TRUCK CARE CENTER, INC	750.00
05/09/2019	97651	RUSCH, NICK	15.99
05/09/2019	97652	SENIOR EXPO INC	180.00
05/09/2019	97653	STOBB PLUMBING & HEATING, INC.	61.50
05/09/2019	97654	TRU CLEANERS LLC	4,012.68
05/09/2019	97655	US CELLULAR	846.16

Check Issue Date	Check Number	Payee	Amount
05/09/2019	97656	US MAIL SUPPLY INC	1,270.00
05/09/2019	97657	VANDE ZANDE & KAUFMAN, LLP	4,255.00
05/09/2019	97658	C.VERHAGE.PHOTO	25.00
05/09/2019	97659	WALMART COMMUNITY/GEMB	345.53
05/09/2019	97660	WAUPUN AREA ANIMAL SHELTER, INC	1,000.00
05/09/2019	97661	WAUPUN UTILITIES	27,385.69
05/09/2019	97662	WELLS FARGO PAYMENT REMITT.	357.00
05/09/2019	97663	WILLIAMS, ROBERT	25.65
05/09/2019	97664	WI DEPT OF AGRICULTURE	2,800.00
05/09/2019	97665	WI DEPT OF JUSTICE	154.00
05/09/2019	97666	WMCA	40.00
05/09/2019	97667	W.W. ELECTRIC MOTORS, INC.	242.00
05/09/2019	97668	WOLESKE CONSTRUCTION CO INC	75,716.85
05/09/2019	97669	MARCO TECHNOLOGIES LLC	244.86
05/09/2019	97670	WARRIOR FABRICATION & REPAIR	837.75
05/09/2019	97671	LIEBENOW CONSTRUCTION LLC	5,000.00
Grand Totals:			207,534.15

Report Criteria:

Report type: Summary

Report Criteria:

[Report]. Invoice Date = 05/09/2019

Invoice	Description	Invoice Date	Total Cost	GL Account
987 AIRGAS USA, LLC				
9961393579	Gas cylinders/hazmat handling	05/09/2019	605.30	100-70-5411-3-36
Total 987 AIRGAS USA, LLC:			605.30	
1174 ALLIANT ENERGY/WP&L				
3425110000-APRIL19	MUSEUM monthly fuel charges	05/09/2019	111.79	100-20-5512-3-32
7255200000-APRIL19	Senior Center monthly heat	05/09/2019	56.49	100-20-5513-3-32
5374620000-APRIL19	Aquatic Center	05/09/2019	61.66	100-20-5523-3-32
5946940000-APRIL19	Police Dept - monthly fuel charges	05/09/2019	174.77	100-40-5211-3-32
5946940000-APRIL19	Fire Dept - monthly fuel charges	05/09/2019	98.31	100-50-5231-3-32
2831330000-APRIL19	community center monthly fuel - hockey portion	05/09/2019	191.19	100-70-5410-3-32
2831330000-APRIL19	community center monthly fuel	05/09/2019	355.06	100-70-5410-3-32
1780510000-APRIL19	CITY HALL monthly fuel charges	05/09/2019	584.96	100-70-5410-3-32
3264610000-APRIL19	Garage monthly fuel	05/09/2019	445.61	100-70-5412-3-32
Total 1174 ALLIANT ENERGY/WP&L:			2,079.84	
1184 ALSTAR COMPANY LLC				
13276	Pressure washer repair	05/09/2019	400.38	100-70-5412-3-36
Total 1184 ALSTAR COMPANY LLC:			400.38	
1787 ASSOCIATED APPRAISAL CONSULTAN				
142221	Professional Serv-May 2019/Internet Posting of parcels	05/09/2019	2,192.66	100-30-5152-3-38
Total 1787 ASSOCIATED APPRAISAL CONSULTAN:			2,192.66	
1904 AT & T				
5-9-19	Police Dept monthly phone charges	05/09/2019	159.40	100-40-5211-3-31
Total 1904 AT & T:			159.40	
1936 ATLAS COMMUNICATIONS SERVICE				
55805	annual fire alarm inspection	05/09/2019	562.50	100-70-5410-3-36
Total 1936 ATLAS COMMUNICATIONS SERVICE :			562.50	
4005 BAKER TILLY VIRCHOW KRAUSE LLP				
BT1411247	2018 financial statement audit	05/09/2019	4,407.00	100-10-5157-3-38
BT1411247	2018 BID financial	05/09/2019	197.00	100-10-5157-3-38
BT1411247	2018 TIF District compilations - TID 5	05/09/2019	115.00	401-70-5436-3-39
BT1411247	2018 TIF District compilations - TID 1	05/09/2019	115.00	402-10-5701-3-39
BT1411247	2018 TIF District compilations - TID 3	05/09/2019	115.00	405-70-5436-3-39
BT1411247	2018 TIF District compilations - TID 7	05/09/2019	115.00	407-70-5436-3-39
BT1411247	2018 TIF District compilations - TID 6	05/09/2019	115.00	408-70-5436-3-39
Total 4005 BAKER TILLY VIRCHOW KRAUSE LLP:			5,179.00	
5010 BEACON ATHLETICS				
0504535-IN	batting cage net fasteners - sports complex	05/09/2019	166.00	100-20-5525-3-36
Total 5010 BEACON ATHLETICS:			166.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
5019 BEAVER GUNITE				
5-9-19	Down payment - mural project-resurfacing wall - 409 E M	05/09/2019	10,000.00	405-70-5436-3-38
Total 5019 BEAVER GUNITE:			10,000.00	
6162 BROOKS SHOE & REPAIR				
29316	boot allowance - Harmsen	05/09/2019	150.00	100-70-5412-3-38
Total 6162 BROOKS SHOE & REPAIR:			150.00	
7058 CAPITAL NEWSPAPERS				
1634063	RFP-lighting proposals	05/09/2019	41.98	100-70-5420-3-35
Total 7058 CAPITAL NEWSPAPERS:			41.98	
9050 CENTURY FENCE COMPANY				
194715001	fence repairs - West End Park	05/09/2019	3,395.00	100-20-5525-3-36
Total 9050 CENTURY FENCE COMPANY:			3,395.00	
10048 CHARTER COMMUNICATIONS				
16011-MAY19	senior center tv, internet, voice	05/09/2019	39.99	100-20-5513-3-31
16011-MAY19	senior center tv, internet, voice	05/09/2019	161.41	100-20-5513-3-38
41336-MAY19	PD - voice	05/09/2019	169.53	100-40-5211-3-31
3194-APRIL19	PD - MBPS Ethernet Intrastate	05/09/2019	550.00	100-40-5211-3-38
18615-MAY19	PD - voice, internet, tv	05/09/2019	329.08	100-40-5211-3-38
41336-MAY19	FD - voice	05/09/2019	23.12	100-50-5231-3-31
Total 10048 CHARTER COMMUNICATIONS:			1,273.13	
10468 CONSULTANTS LABORATORY-FDL				
1WPD-APRIL19	legal blood draws	05/09/2019	160.00	100-40-5213-3-38
Total 10468 CONSULTANTS LABORATORY-FDL:			160.00	
11043 DCELEA				
5-9-19	Dodge County Law Enforcement Mem	05/09/2019	84.00	100-40-5211-3-37
Total 11043 DCELEA:			84.00	
11275 DESTINATION LAKE WINNEBAGO REGION				
5-9-19	70% Of March Room Tax	05/09/2019	4,145.67	430-70-5436-3-42
Total 11275 DESTINATION LAKE WINNEBAGO REGION:			4,145.67	
11600 DODGE COUNTY CLERK				
5-9-19	4-2-19 election charges	05/09/2019	335.64	100-10-5142-3-38
Total 11600 DODGE COUNTY CLERK:			335.64	
12700 MARTENS ACE HARDWARE				
APRIL2019	mounting putty	05/09/2019	3.59	100-10-5141-3-30
APRIL2019	gun - Schreiber	05/09/2019	419.99	100-12634
APRIL2019	gloves - Dementia training	05/09/2019	18.26	100-20-5513-3-38
APRIL2019	Parts for pool	05/09/2019	9.18	100-20-5523-3-36
APRIL2019	muriatic acid	05/09/2019	7.99	100-20-5523-3-40
APRIL2019	couple & stop/elbows/stop valve	05/09/2019	19.31	100-20-5525-3-36
APRIL2019	p-trap/pipe cutter/cutterwheel replacement	05/09/2019	35.97	100-20-5525-3-36

Invoice	Description	Invoice Date	Total Cost	GL Account
APRIL2019	switch	05/09/2019	23.99	100-20-5525-3-36
APRIL2019	basketball net	05/09/2019	3.99	100-20-5525-3-36
APRIL2019	spraypaint	05/09/2019	7.98	100-20-5525-3-36
APRIL2019	UPS postage charge	05/09/2019	20.72	100-50-5231-3-33
APRIL2019	fasteners/clamp hose/tube braid	05/09/2019	10.64	100-50-5232-3-36
APRIL2019	fill valve	05/09/2019	29.98	100-70-5410-3-36
APRIL2019	gloves/screen/paint tray/roller/tray liners	05/09/2019	97.08	100-70-5410-3-36
APRIL2019	papertowel	05/09/2019	13.98	100-70-5410-3-36
APRIL2019	brush/scrapper/wire brush	05/09/2019	36.95	100-70-5410-3-36
APRIL2019	Parks paint supplies	05/09/2019	240.93	100-70-5410-3-36
APRIL2019	paint scraper/painters tool/roller frame/claw hammer/roller	05/09/2019	73.91	100-70-5410-3-36
APRIL2019	spray paint	05/09/2019	9.98	100-70-5410-3-36
APRIL2019	mini roller/roller - community center	05/09/2019	13.97	100-70-5410-3-36
APRIL2019	LED Ace - Zoellner Park	05/09/2019	9.99	100-70-5410-3-36
APRIL2019	power grab adhsv	05/09/2019	4.99	100-70-5410-3-36
APRIL2019	thread seal/plug galv forged	05/09/2019	3.08	100-70-5410-3-36
APRIL2019	spray nozzle	05/09/2019	37.99	100-70-5410-3-36
APRIL2019	fasteners	05/09/2019	.60	100-70-5410-3-36
APRIL2019	pickup tool/batteries	05/09/2019	60.96	100-70-5410-3-36
APRIL2019	batteries/WIU Cvr Met	05/09/2019	22.98	100-70-5410-3-36
APRIL2019	universal cover	05/09/2019	19.95	100-70-5410-3-36
APRIL2019	dust ant terro	05/09/2019	7.99	100-70-5410-3-36
APRIL2019	paint tray/roller cover/roller cover with frame	05/09/2019	34.93	100-70-5410-3-36
APRIL2019	paint brush/roller	05/09/2019	21.97	100-70-5410-3-36
APRIL2019	valve ball	05/09/2019	19.98	100-70-5411-3-36
APRIL2019	UPS postage charge	05/09/2019	19.29	100-70-5411-3-36
APRIL2019	fasteners	05/09/2019	4.96	100-70-5411-3-36
APRIL2019	LEaf blowers/lawn mowers	05/09/2019	1,799.87	100-70-5411-3-36
APRIL2019	security bit	05/09/2019	15.99	100-70-5411-3-36
APRIL2019	fasteners	05/09/2019	7.50	100-70-5412-3-36
APRIL2019	pvc pipe	05/09/2019	8.99	100-70-5441-3-36
APRIL2019	drill bit - to install electrical door locks	05/09/2019	44.99	400-20-5525-8-00
APRIL2019	couple setscrew/washer reduce-Park door locks	05/09/2019	5.33	400-20-5525-8-00
APRIL2019	conn set screw/box sq/parts - park door locks	05/09/2019	21.45	400-20-5525-8-00
APRIL2019	drillbit/auger bit	05/09/2019	23.98	400-20-5525-8-00
APRIL2019	Parts for park locks	05/09/2019	10.16	400-20-5525-8-00
APRIL2019	SDS Class mural project - supplies	05/09/2019	180.94	405-70-5436-3-38
APRIL2019	UPS postage charge	05/09/2019	57.33	700-10-5193-3-36
Total 12700 MARTENS ACE HARDWARE:			3,544.58	
12750 FARMERS ELEVATOR CO.				
134883	lawn fertilizer	05/09/2019	1,169.55	100-70-5410-3-36
Total 12750 FARMERS ELEVATOR CO.:			1,169.55	
14553 GENERAL COMMUNICATIONS				
268539	t-rail mount/handcuff key override	05/09/2019	284.25	100-40-5212-3-36
Total 14553 GENERAL COMMUNICATIONS:			284.25	
14641 GOODYEAR COMMERCIAL TIRE & SER				
132-1173105	tires - DPW	05/09/2019	748.24	100-70-5411-3-36
Total 14641 GOODYEAR COMMERCIAL TIRE & SER:			748.24	
14698 GRAND VALLEY INSPECTION SERVICES				
2019-48	Building Insp/Zoning Admin for April 2019	05/09/2019	13,801.36	100-30-5241-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 14698 GRAND VALLEY INSPECTION SERVICES:			13,801.36	
15075 GUNDERSON, INC.				
731044	Library Rugs	05/09/2019	61.18	100-70-5410-3-36
731042	SENIOR CENTER	05/09/2019	52.26	100-70-5410-3-36
731051	fire Dept-Rugs	05/09/2019	50.17	100-70-5410-3-36
732800	Garage supplies	05/09/2019	42.84	100-70-5411-3-36
732801	Uniform/charges	05/09/2019	20.83	100-70-5412-3-38
Total 15075 GUNDERSON, INC.:			227.28	
15657 HAWKINS INC				
4491401	Pool Chemicals	05/09/2019	240.00	100-20-5523-3-40
Total 15657 HAWKINS INC:			240.00	
15950 HOMAN AUTO -GATEWAY				
1010921	controls	05/09/2019	350.06	100-70-5411-3-36
Total 15950 HOMAN AUTO -GATEWAY:			350.06	
16001 HOME CONTRACTORS & SUPPLY INC.				
29255	treated plywood - wall mural for SDS-409 E Main	05/09/2019	645.12	405-70-5436-3-38
Total 16001 HOME CONTRACTORS & SUPPLY INC.:			645.12	
16883 KAST, MICHELLE				
5-9-19	mileage to Elkhart Lake for conf	05/09/2019	102.08	100-10-5153-3-37
Total 16883 KAST, MICHELLE:			102.08	
17175 KWIK TRIP STORES				
PD-APRIL19	Police Dept monthly fuel	05/09/2019	2,404.88	100-40-5212-3-38
FD-APRIL19	Fire dept monthly fuel	05/09/2019	144.65	100-50-5232-3-38
DPW-APRIL19	DPW monthly fuel purchases	05/09/2019	2,701.16	100-70-5411-3-38
DPW-APRIL19	DPW monthly fuel purchases	05/09/2019	86.97	700-10-5192-3-38
DPW-APRIL19	DPW monthly fuel purchases	05/09/2019	55.32	700-10-5193-3-36
Total 17175 KWIK TRIP STORES:			5,392.96	
17443 LENZ, STEPHEN R				
5-9-19	Jan-June 2019 contract	05/09/2019	7,000.00	450-70-5450-3-40
Total 17443 LENZ, STEPHEN R:			7,000.00	
17759 LIFESTAR EMERGENCY MEDICAL				
19-0712	ACLS Service April	05/09/2019	3,500.00	100-10-5255-3-38
Total 17759 LIFESTAR EMERGENCY MEDICAL:			3,500.00	
17900 LUECK, FRED				
5-9-19	Plan Commission Minutes - April 2019	05/09/2019	20.00	100-80-5632-1-10
Total 17900 LUECK, FRED:			20.00	
18009 MSA PROFESSIONAL SERVICES INC.				
R00212114.0-2	Residential Subdivision on Lot 1 of Mayfair Est	05/09/2019	2,380.00	401-70-5436-8-00

Invoice	Description	Invoice Date	Total Cost	GL Account
R00212112.0-8	Seymour St Ext Proj	05/09/2019	4,963.66	401-70-5436-8-00
R00212110.0-2	2019 Monroe St Pond Design	05/09/2019	1,219.50	700-10-5192-8-00
Total 18009 MSA PROFESSIONAL SERVICES INC.:			8,563.16	
18459 MARCO TECHNOLOGIES LLC				
INV6317681	Konica/A7PY011X001	05/09/2019	47.07	100-40-5211-3-38
INV6099810	Konica/A7PY011X001	05/09/2019	47.07	100-40-5211-3-38
Total 18459 MARCO TECHNOLOGIES LLC:			94.14	
18961 MENARDS - BEAVER DAM				
53713	senior center supplies	05/09/2019	15.57	100-20-5513-3-38
53714	park supplies	05/09/2019	126.89	100-20-5525-3-39
Total 18961 MENARDS - BEAVER DAM:			142.46	
19450 MORaine PARK TECHNICAL COLLEGE				
S0070954	Searvogel Firefighter I test	05/09/2019	80.15	100-50-5234-3-38
Total 19450 MORaine PARK TECHNICAL COLLEGE:			80.15	
19802 NAPA AUTO PARTS-WAUPUN				
243641	oil filter - PD	05/09/2019	88.68	100-40-5212-3-38
241500	power steering hoses - FD - trailblazer	05/09/2019	171.17	100-50-5231-3-36
242628	switch-toggle-FD generator	05/09/2019	11.39	100-50-5232-3-36
242672	ball joint/sway bar link-front - FD	05/09/2019	170.16	100-50-5232-3-36
242719	sway bar links - FD	05/09/2019	71.38	100-50-5232-3-36
243426	credit	05/09/2019	39.98	100-50-5232-3-36
241997	adapter/coupler/oil filter	05/09/2019	186.69	100-70-5410-3-36
241164	oil filter/air filter	05/09/2019	7.49	100-70-5411-3-36
241231	fuel filter/air filter/hydraulic filter	05/09/2019	51.77	100-70-5411-3-36
241377	plug	05/09/2019	6.99	100-70-5411-3-36
241384	ruglyde	05/09/2019	14.99	100-70-5411-3-36
241422	oil hub cap	05/09/2019	16.89	100-70-5411-3-36
241607	fuel cap/oil filter/fuel filter/air filter	05/09/2019	135.55	100-70-5411-3-36
241998	tran flu	05/09/2019	53.04	100-70-5411-3-36
242049	air filter	05/09/2019	33.69	100-70-5411-3-36
242129	air chuck	05/09/2019	16.34	100-70-5411-3-36
242148	air brake	05/09/2019	17.78	100-70-5411-3-36
242601	fuel pump	05/09/2019	69.69	100-70-5411-3-36
242603	leaf spring shackle kit - rear	05/09/2019	89.38	100-70-5411-3-36
242617	credit	05/09/2019	.85	100-70-5411-3-36
242805	oil filter	05/09/2019	6.89	100-70-5411-3-36
243164	fuel pressure regulator	05/09/2019	78.19	100-70-5411-3-36
243544	control	05/09/2019	85.09	100-70-5411-3-36
243801	20V battery/exact fit blade/alarm	05/09/2019	199.51	100-70-5411-3-36
243848	tran flu	05/09/2019	53.04	100-70-5412-3-36
Total 19802 NAPA AUTO PARTS-WAUPUN:			1,594.96	
20349 NEUMAN POOLS INC				
0092517-IN	replace chlorine & PH Sensors - reading faulty	05/09/2019	1,636.52	100-20-5523-3-36
Total 20349 NEUMAN POOLS INC:			1,636.52	
20480 NICKEL, JULIE				
5-9-19	Reimbursement for cell phone use - May 2019	05/09/2019	40.00	100-10-5131-3-31

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 20480 NICKEL, JULIE:			40.00	
20900 OSHKOSH OFFICE SYSTEMS				
AR37787	City Hall Color Copier 6333	05/09/2019	290.52	100-10-5141-3-36
AR38110	toner - Trista's copier	05/09/2019	41.20	100-70-5420-3-30
Total 20900 OSHKOSH OFFICE SYSTEMS:			331.72	
21450 PETTY CASH-CITY HALL				
5-9-19	Postage for GO Notes of Street construction	05/09/2019	30.50	100-10-5110-3-38
5-9-19	gift bags - Japanese gifts	05/09/2019	2.64	100-10-5534-3-38
5-9-19	Japanese gifts	05/09/2019	26.04	100-10-5534-3-38
5-9-19	Start up cash drawer for Aquatic Center 2019	05/09/2019	260.00	100-11801
Total 21450 PETTY CASH-CITY HALL:			319.18	
21665 PIGGLY WIGGLY DISCOUNT FOODS				
0238	Dept head meeting	05/09/2019	11.09	100-40-5211-3-38
Total 21665 PIGGLY WIGGLY DISCOUNT FOODS:			11.09	
21790 PIT-STOP PORTABLES				
A-85631	Pine Street Park Port a Potty	05/09/2019	44.11	100-20-5525-3-38
Total 21790 PIT-STOP PORTABLES:			44.11	
21895 PLUIM, JERRY				
5-9-19	boot allowance - 2019	05/09/2019	150.00	100-70-5412-3-38
Total 21895 PLUIM, JERRY:			150.00	
22324 PURCHASE POWER				
5-9-19	Postage overage fee	05/09/2019	5.00	100-10-5141-3-33
5-9-19	refill postage machine	05/09/2019	1,000.00	100-16210
Total 22324 PURCHASE POWER:			1,005.00	
22360 QUALITY TRUCK CARE CENTER, INC				
FP150373	gear	05/09/2019	750.00	100-70-5411-3-36
Total 22360 QUALITY TRUCK CARE CENTER, INC:			750.00	
23166 RUSCH, NICK				
5-9-19	Senior Expo supplies	05/09/2019	15.99	100-10-5534-3-36
Total 23166 RUSCH, NICK:			15.99	
23545 SENIOR EXPO INC				
5-9-19	Senior Expo - FDL & Beaver Dam	05/09/2019	180.00	450-70-5440-3-40
Total 23545 SENIOR EXPO INC:			180.00	
24400 STOBBS PLUMBING & HEATING, INC.				
10136	repair city hall - upstairs womens bathroom	05/09/2019	61.50	100-70-5410-3-36
Total 24400 STOBBS PLUMBING & HEATING, INC.:			61.50	

Invoice	Description	Invoice Date	Total Cost	GL Account
25450 TRU CLEANERS LLC				
CW050119	cleaning service for City of Waupun	05/09/2019	4,012.68	100-70-5410-3-38
Total 25450 TRU CLEANERS LLC:			4,012.68	
25760 US CELLULAR				
0305494676	POLICE DEPT monthly cell phone charges	05/09/2019	846.16	100-40-5211-3-31
Total 25760 US CELLULAR:			846.16	
25765 US MAIL SUPPLY INC				
44648	F-Series Cluster Box Unit - mail boxes for Seymour	05/09/2019	1,270.00	401-70-5436-8-00
Total 25765 US MAIL SUPPLY INC:			1,270.00	
26042 VANDE ZANDE & KAUFMAN, LLP				
11014	Traffic monthly attorney fees	05/09/2019	570.00	100-10-5161-3-38
APRIL2019	monthly City Attorney Fees	05/09/2019	3,685.00	100-10-5161-3-38
Total 26042 VANDE ZANDE & KAUFMAN, LLP:			4,255.00	
26353 C.VERHAGE.PHOTO				
3218	employee photos	05/09/2019	25.00	100-80-5670-3-38
Total 26353 C.VERHAGE.PHOTO:			25.00	
26540 WALMART COMMUNITY/GEMB				
5-6-19	Senior center Easter supplies	05/09/2019	131.63	100-20-5513-3-38
5-6-19	park program supplies	05/09/2019	7.80	100-20-5513-3-38
5-6-19	Fish with me supplies/rec supplies	05/09/2019	188.58	100-20-5525-3-39
5-6-19	Senior center Easter supplies	05/09/2019	17.52	100-20-5525-3-39
Total 26540 WALMART COMMUNITY/GEMB:			345.53	
26790 WAUPUN AREA ANIMAL SHELTER, INC				
MAY2019	Monthly Contract	05/09/2019	1,000.00	100-40-5343-3-38
Total 26790 WAUPUN AREA ANIMAL SHELTER, INC:			1,000.00	
27450 WAUPUN UTILITIES				
4647	WPPI monthly email user/archiving accts/new firewall	05/09/2019	1,089.00	100-10-5197-3-38
APRIL2019	Monthly utility charges	05/09/2019	78.63	100-20-5512-3-32
APRIL2019	Monthly utility charges	05/09/2019	567.14	100-20-5513-3-32
APRIL2019	Monthly utility charges	05/09/2019	933.00	100-20-5523-3-32
APRIL2019	Monthly utility charges	05/09/2019	3,499.80	100-20-5525-3-32
APRIL2019	Monthly utility charges	05/09/2019	948.26	100-40-5211-3-32
APRIL2019	Monthly utility charges	05/09/2019	533.40	100-50-5231-3-32
APRIL2019	Monthly utility charges	05/09/2019	16.00	100-50-5251-3-32
APRIL2019	Monthly utility charges	05/09/2019	3,680.15	100-70-5410-3-32
APRIL2019	Monthly utility charges	05/09/2019	1,093.27	100-70-5412-3-32
APRIL2019	Monthly utility charges	05/09/2019	226.36	100-70-5441-3-32
APRIL2019	Monthly utility charges	05/09/2019	11,325.96	100-70-5442-3-32
APRIL2019	Monthly utility charges	05/09/2019	2,106.91	210-60-5511-3-32
4630	2019 Spring Bulk Pick-up insertion fee	05/09/2019	383.87	425-70-5476-3-38
APRIL2019	Monthly utility charges	05/09/2019	45.69	700-10-5192-3-32
4646	Stormwater Billing & Collection Fees	05/09/2019	858.25	700-10-5192-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 27450 WAUPUN UTILITIES:			27,385.69	
27935 WELLS FARGO PAYMENT REMITT.				
SCOTT-APRIL19	microsoft office 365 - PD	05/09/2019	192.00	100-40-5211-3-38
JEREMY-APRIL19	NWTC Corp Training	05/09/2019	165.00	100-40-5215-3-37
Total 27935 WELLS FARGO PAYMENT REMITT.:			357.00	
28192 WILLIAMS, ROBERT				
5-9-19	reimbursement meals - training	05/09/2019	25.65	100-40-5215-3-37
Total 28192 WILLIAMS, ROBERT:			25.65	
28443 WI DEPT OF AGRICULTURE				
115-0000012623	Weights/Measures inspection contract	05/09/2019	2,800.00	100-10-5246-3-38
Total 28443 WI DEPT OF AGRICULTURE:			2,800.00	
28600 WI DEPT OF JUSTICE				
G3369-APRIL19	G3369 - background checks - April 2019	05/09/2019	140.00	100-40-5213-3-38
L1409T-APRIL19	L1409T - background checks - april 2019	05/09/2019	14.00	100-40-5213-3-38
Total 28600 WI DEPT OF JUSTICE:			154.00	
29758 WMCA				
5-9-19	Board of Review Training	05/09/2019	40.00	100-10-5141-3-37
Total 29758 WMCA:			40.00	
29875 W.W. ELECTRIC MOTORS, INC.				
WPN10091	repair vent fan at safety building - locker rooms	05/09/2019	242.00	100-70-5410-3-36
Total 29875 W.W. ELECTRIC MOTORS, INC.:			242.00	
300074 WOLESKE CONSTRUCTION CO INC				
3	Seymour Street	05/09/2019	75,716.85	401-70-5436-8-00
Total 300074 WOLESKE CONSTRUCTION CO INC:			75,716.85	
300188 MARCO TECHNOLOGIES LLC				
63334838	KONMIN/BHC308	05/09/2019	244.86	100-40-5211-3-38
Total 300188 MARCO TECHNOLOGIES LLC:			244.86	
300208 WARRIOR FABRICATION & REPAIR				
662	event boards - new dates/event banners	05/09/2019	605.75	100-10-5534-3-36
660	9/11 never forget banner	05/09/2019	124.00	100-50-5231-3-38
662	Celebrate Waupun banners	05/09/2019	108.00	450-70-5440-3-40
Total 300208 WARRIOR FABRICATION & REPAIR:			837.75	
300234 LIEBENOW CONSTRUCTION LLC				
5-9-19	CDA Grant Reimbursement - 300 E Main St	05/09/2019	5,000.00	405-70-5436-3-38
Total 300234 LIEBENOW CONSTRUCTION LLC:			5,000.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
Grand Totals:			<u>207,534.15</u>	

Report GL Period Summary

GL Period	Amount
05/19	<u>207,534.15</u>
Grand Totals:	<u>207,534.15</u>

Vendor number hash: 3428116
Vendor number hash - split: 4863642
Total number of invoices: 117
Total number of transactions: 193

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	<u>207,534.15</u>	<u>.00</u>	<u>207,534.15</u>
Grand Totals:	<u>207,534.15</u>	<u>.00</u>	<u>207,534.15</u>

Report Criteria:

[Report].Invoice Date = 05/09/2019



AGENDA SUMMARY SHEET

MEETING DATE: 5/14/19

AGENDA SECTION: Action

PRESENTER: Kathy Schlieve

TITLE: First Reading- Ordinance to Amend Chapter 8.02(8)(b)(5) entitled Orderly Conduct-Offenses and Endangering Public Peace and Good Order-Animals; Care and Control-Exceptions for the regulations of keeping chickens.

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

ISSUE SUMMARY: Included in your packet is a draft of an ordinance to amend Chapter Eight of the Municipal Code of the City of Waupun entitled "Orderly Conduct" related to the keeping of chickens within the City of Waupun. Attorney Vande Zande is providing this first read of a draft ordinance based on 4/30/19 and additional input was given with is outlined is the attached ordinance draft. At the April 30, 2019 meeting, there was a split vote by the council with the mayor casting the final vote in favor of moving this forward.

STAFF RECOMENDATION:

First Reading Discussion

ATTACHMENTS:

DRAFT Ordinance

RECOMENDED MOTION:

Motion to approve the First Reading of the draft ordinance to Amend Chapter 8.02(8)(b)(5) for the keeping of chickens in the City of Waupun.

ORDINANCE # 19 - ____

AN ORDINANCE TO AMEND CHAPTER EIGHT OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "ORDERLY CONDUCT."

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

SECTION 1: Section 8.02(8)(b) of the Municipal Code of the City of Waupun entitled "Exceptions" is amended to add the following subsection:

5. Chickens as permitted under Section 8.025 below.

SECTION 2: Chapter Eight of the Municipal Code of the City of Waupun entitled "ORDERLY CONDUCT" is amended to create a new Section 8.025 as attached.

SECTION 3: All ordinances or portions of ordinances inconsistent with the provisions of this ordinance are repealed.

SECTION 4: This Ordinance shall be in full force and effect on its passage and publication as provided by law.

Enacted this ____ day of _____, 2019.

Julie J. Nickel
Mayor

ATTEST:

Angela Hull
City Clerk

8.025. REGULATION OF CHICKENS.

(1) **PURPOSE AND INTENT.** The purpose of this Section 8.025 is to specify conditions under which City residents may safely keep or maintain a limited number of chickens, to assure appropriate chicken coops or structures in which to house chickens, and to protect the health, safety, and welfare of the general population of the City of Waupun. This section shall be liberally construed to give effect to these purposes.

(2) **DEFINITIONS.** In this Section 8.025, the following terms shall have the meaning indicated:

(a) Abutting Property. All property that abuts an applicant's property at one or more points except public streets, roads or real estate owned by the City.

(b) Backyard. That portion of a lot enclosed by the property's rear lot line and the side lot lines to the points where the side lot lines intersect with an imaginary line established by the rear of the single-family structure and extending to the two side lot lines.

(c) Chicken. A female hen of any age, including chicks, being of the subspecies *Gallus Gallus Domesticus*. This definition does not include other kinds of fowl, such as ducks, quail, pheasant, geese, turkeys, guinea hens, peacocks, emus, or ostriches.

(d) Coop. An enclosed structure, building or pen within which chickens roost or are housed.

(3) KEEPING OF CHICKENS. Chickens may be kept or maintained within the municipal limits of the City, subject to all of the requirements and restrictions imposed in this Section 8.025.

(a) Except as otherwise restricted in subsection (4) below, and subject to the permit requirements specified in subsection (5) below, up to four (4) chickens may be raised on lots zoned as follows: R-1 Single Family Residential; R-2 Two-Family Residential; R-~~3 Multiple-Family Residential~~; R-4 Central Area Single-Family Residential; and R-5 Mixed Residential.

(b) Educational facilities may keep or maintain up to twenty-five (25) chickens for educational purposes only, on obtaining prior written approval of the Waupun City Administrator.

(c) Chickens may be temporarily kept or maintained for special purposes such as a public picnic and other special events, on obtaining prior written approval of the Waupun City Administrator, which approval shall specify the duration in which chickens may be maintained for this purpose.

(d) Chickens may be kept or maintained in a local veterinarian's office for the purpose of observation or treatment.

(e) This Section 8.025 is not intended to alter or supersede any restrictive covenants or land use restrictions that are otherwise applicable to any property for which a permit is sought.

(4) PROHIBITED AREAS. The keeping or maintaining of chickens shall be expressly prohibited as follows:

(a) On vacant lots, unless the permit holder maintains his or her primary residence on abutting property: and the lots have been joined as one tax parcel so the coop is located on the same lot as that of the principle structure or use.

(b) On any property zoned R-6 Mobile Home or R-7 Single-Family Manufactured Home. Also within mobile home or manufactured home parks, regardless of zoning classification.

(c) In any non-residential zoning district, except on obtaining prior authorization by Resolution of the Waupun Common Council.

(d) On lots on which condominiums are located, regardless of the zoning classification.

(e) On any property that is non-owner occupied or leased by a third party.

(5) PERMIT REQUIREMENTS.

(a) No person shall own, keep or maintain chickens within the corporate limits of the City without first obtaining a permit, except that educational facilities shall be exempt from the permit requirement. Permits shall be issued to City residents only. No more than ~~five~~ (5ten (10)) permits shall be issued and outstanding at any one time. Permits shall be issued exclusively on a first-come, first-served basis. No permit shall be issued to any applicant who has an outstanding fine, fee, charge or overdue assessment owing to the City or the Waupun Utilities. No initial or renewal permit shall be issued unless the applicant provides written proof of having a current livestock premises registration on file with the Wisconsin Department of Agriculture, Trade and Consumer Protection.

(b) Prior to obtaining a permit, the applicant shall provide written notification of the application to all abutting property owners, and all such property owners and their respective addresses shall be included with the permit application. The applicant shall certify in the application that all such property owners have been so notified. No permit shall be issued unless ~~fifty percent (50%) or more~~ all owners of abutting property ~~owners~~ have signed a written statement giving approval of the permit application. ~~In addition, rental tenants~~ No permit shall ~~obtain a written and signed statement from~~ be issued to any property owner who is subject to an outstanding building or other code enforcement order, or where the property owner ~~giving approval of~~ has received a citation within the permit application, ~~and past three (3) years for a violation of Section 13.47 of~~ the owner's written approval must accompany the application. Provisions for written notification and approval identified in this subsection (b) shall not be required Waupun Municipal Code pertaining to minimum standards for ~~renewal permit applications, so long as the applicant has not been in default of this Section 8.025 during the six-month period immediately preceding the renewal application.~~ property maintenance.

(6) PERMIT TERM AND FEES.

(a) Permits shall be granted for a term of not more than one (1) year, commencing on January 1st or the date of issuance, whichever is later, and ending on the following December 31st. Permits shall be renewed annually. Permits shall not be assigned or otherwise transferred to any other applicant or property.

(b) The annual permit fee for keeping and maintaining chickens shall be set by resolution of the Common Council from time to time, and the permit fee must be paid to the City Clerk at the time of application. This fee shall not be prorated for a partial year.

(b) All renewal permit applications and fees shall be due no later than January 1st of the permit year. Failure to timely renew the permit application will result in forfeiture of the permit. In the event of permit revocation or non-renewal, any holder seeking to re-apply shall be required to meet all initial requirements for obtaining a permit under this Section 8.025, including without limitation, those requirements set forth in subsection (5) above.

(7) CHICKEN COOP LOCATION, DESIGN AND MAINTENANCE.

(a) A coop and any attached enclosure shall be located only in the ~~backyard~~rear yard of the permit holder's residence ~~and shall meet all applicable setback requirements for accessory buildings as set forth in the City of Waupun Zoning Code.~~ In addition, a coop and any attached enclosure shall not be closer than ~~25~~fifteen (15) feet to the side and rear property line or any residence on abutting property.

(b) All chickens shall be kept and maintained within a ventilated and roofed coop in compliance with any applicable state and local requirements. All coops, including an attached coop enclosure, shall be enclosed with wire netting or equivalent material that will prevent chickens from escaping the coop or the attached enclosure. The coop structural floor shall be constructed to allow at

~~least not less than~~ four (4) square feet nor more than eight (8) square feet per chicken, and the height of the coop shall not exceed six feet above ground level. The coop shall have a clear open space to allow the chickens to walk on the ground or a concrete slab.

(c) All coops and adjacent lot areas shall be maintained reasonably free from chicken-produced substances, including but not limited to chicken manure, such that the air or environment around the chickens does not become noxious or offensive or create a condition that would reasonably promote the breeding of flies, mosquitoes, or other insects, or provide a habitat or breeding or feeding place for rodents or other animals, or otherwise be injurious to public health.

(8) SANITATION AND GENERAL REQUIREMENTS. Any person keeping chickens shall comply with the following requirements:

(a) No roosters or male chickens shall be kept or maintained at any time.

(b) No free-ranging of chickens shall be permitted, but all chickens shall at all times be kept within a ventilated and roofed outdoor coop or an attached coop enclosure as specified in subsection (7) above. Chickens shall not be permitted inside a residential premises or dwelling, except that newborn chickens (chicks) up to the age of three weeks may be kept in a residence or outbuilding.

(c) Chickens shall be provided with access to adequate feed and clean water at all times. Chicken feed shall be stored and kept in containers which make the feed inaccessible to rodents, vermin, wild birds, and other predators.

(d) No eggs shall be sold or exchanged for value, except those chickens that produce eggs while kept and maintained at an educational facility.

(e) Deceased chickens shall be disposed of immediately after death in a safe manner, which may include trash disposal after placing the deceased chicken in a plastic bag or container that is sealed from leaking. No chickens shall be slaughtered on the premises.

(f) A permit holder shall consult with a veterinarian with respect to chickens that appear ill or on the occasion of a sudden death. If a disease that would be contagious to humans is diagnosed, the permit holder shall comply with all recommendations of a licensed veterinarian so as to ensure prevention of transmission of a disease. A permit holder shall immediately report unusual illness or death of chickens to the County Health Department.

(g) The permit holder shall fully comply with all federal and state regulations in regard to the raising of urban chickens at all times.

(9) INSPECTION, PENALTIES AND ENFORCEMENT.

~~——(a) Inspection.~~ (a) Inspection. The City Zoning Administrator shall make an initial inspection of the coop and any attached enclosures prior to any time in which chickens are kept or maintained on the property. The City shall have the power, whenever it may deem reasonably necessary, to enter a building, structure, or property where chickens are kept to ascertain whether the keeper is in compliance with this Section 8.025.

(b) Enforcement. Any City officer so designated by the Waupun Common Council may issue compliance orders and citations pursuant to the provisions of this Section 8.025. The City shall revoke a permit to keep chickens in the event that the City has issued two or more violations of this Section 8.025 within any six-month period. All chickens, coops and attached enclosures shall be removed by permit holder within seven (7) calendar days of any permit revocation or non-renewal.

(c) Penalties. Any person who violates this Section 8.025 shall be subject to a forfeiture of \$~~100~~250.00 for the first violation and \$~~200~~500.00 for each subsequent violation. Each day that a violation of this Section 8.025 continues shall be deemed a separate violation. Any chickens found to be the subject of a violation of this Section 8.025 shall be subject to immediate seizure and impoundment and may be removed from the City by City officials in the event that the owner or keeper fails to timely remove the chicken as required in subsection (b) above. In addition to the foregoing penalties, any person who violates this Section 8.025 shall pay all expenses, including shelter, food, handling and veterinary care, necessitated by enforcement of this provision.

ORDINANCE # 19 - ____

AN ORDINANCE TO AMEND CHAPTER EIGHT OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "ORDERLY CONDUCT."

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

SECTION 1: Section 8.02(8)(b) of the Municipal Code of the City of Waupun entitled "Exceptions" is amended to add the following subsection:

5. Chickens as permitted under Section 8.025 below.

SECTION 2: Chapter Eight of the Municipal Code of the City of Waupun entitled "ORDERLY CONDUCT" is amended to create a new Section 8.025 as attached.

SECTION 3: All ordinances or portions of ordinances inconsistent with the provisions of this ordinance are repealed.

SECTION 4: This Ordinance shall be in full force and effect on its passage and publication as provided by law.

Enacted this ____ day of _____, 2019.

Julie J. Nickel
Mayor

ATTEST:

Angela Hull
City Clerk

8.025. REGULATION OF CHICKENS.

(1) **PURPOSE AND INTENT.** The purpose of this Section 8.025 is to specify conditions under which City residents may safely keep or maintain a limited number of chickens, to assure appropriate chicken coops or structures in which to house chickens, and to protect the health, safety, and welfare of the general population of the City of Waupun. This section shall be liberally construed to give effect to these purposes.

(2) **DEFINITIONS.** In this Section 8.025, the following terms shall have the meaning indicated:

(a) Abutting Property. All property that abuts an applicant's property at one or more points except public streets, roads or real estate owned by the City.

(b) Backyard. That portion of a lot enclosed by the property's rear lot line and the side lot lines to the points where the side lot lines intersect with an imaginary line established by the rear of the single-family structure and extending to the two side lot lines.

(c) Chicken. A female hen of any age, including chicks, being of the subspecies *Gallus Gallus Domesticus*. This definition does not include other kinds of fowl, such as ducks, quail, pheasant, geese, turkeys, guinea hens, peacocks, emus, or ostriches.

(d) Coop. An enclosed structure, building or pen within which chickens roost or are housed.

(3) KEEPING OF CHICKENS. Chickens may be kept or maintained within the municipal limits of the City, subject to all of the requirements and restrictions imposed in this Section 8.025.

(a) Except as otherwise restricted in subsection (4) below, and subject to the permit requirements specified in subsection (5) below, up to four (4) chickens may be raised on lots zoned as follows: R-1 Single Family Residential; R-2 Two-Family Residential; R-4 Central Area Single-Family Residential; and R-5 Mixed Residential.

(b) Educational facilities may keep or maintain up to twenty-five (25) chickens for educational purposes only, on obtaining prior written approval of the Waupun City Administrator.

(c) Chickens may be temporarily kept or maintained for special purposes such as a public picnic and other special events, on obtaining prior written approval of the Waupun City Administrator, which approval shall specify the duration in which chickens may be maintained for this purpose.

(d) Chickens may be kept or maintained in a local veterinarian's office for the purpose of observation or treatment.

(e) This Section 8.025 is not intended to alter or supersede any restrictive covenants or land use restrictions that are otherwise applicable to any property for which a permit is sought.

(4) PROHIBITED AREAS. The keeping or maintaining of chickens shall be expressly prohibited as follows:

(a) On vacant lots, unless the permit holder maintains his or her primary residence on abutting property and the lots have been joined as one tax parcel so the coop is located on the same lot as that of the principle structure or use.

(b) On any property zoned R-6 Mobile Home or R-7 Single-Family Manufactured Home. Also within mobile home or manufactured home parks, regardless of zoning classification.

(c) In any non-residential zoning district, except on obtaining prior authorization by Resolution of the Waupun Common Council.

(d) On lots on which condominiums are located, regardless of the zoning classification.

(e) On any property that is non-owner occupied or leased by a third party.

(5) PERMIT REQUIREMENTS.

(a) No person shall own, keep or maintain chickens within the corporate limits of the City without first obtaining a permit, except that educational facilities shall be exempt from the permit requirement. Permits shall be issued to City residents only. No more than ten (10) permits shall be issued and outstanding at any one time. Permits shall be issued exclusively on a first-come, first-served basis. No permit shall be issued to any applicant who has an outstanding fine, fee, charge or overdue assessment owing to the City or the Waupun Utilities. No initial or renewal permit shall be issued unless the applicant provides written proof of having a current livestock premises registration on file with the Wisconsin Department of Agriculture, Trade and Consumer Protection.

(b) Prior to obtaining a permit, the applicant shall provide written notification of the application to all abutting property owners, and all such property owners and their respective addresses shall be included with the permit application. The applicant shall certify in the application that all such property owners have been so notified. No permit shall be issued unless all owners of abutting property have signed a written statement giving approval of the permit application. No permit shall be issued to any property owner who is subject to an outstanding building or other code enforcement order, or where the property owner has received a citation within the past three (3) years for a violation of Section 13.47 of the Waupun Municipal Code pertaining to minimum standards for property maintenance.

(6) PERMIT TERM AND FEES.

(a) Permits shall be granted for a term of not more than one (1) year, commencing on January 1st or the date of issuance, whichever is later, and ending on the following December 31st. Permits shall be renewed annually. Permits shall not be assigned or otherwise transferred to any other applicant or property.

(b) The annual permit fee for keeping and maintaining chickens shall be set by resolution of the Common Council from time to time, and the permit fee must be paid to the City Clerk at the time of application. This fee shall not be prorated for a partial year.

(b) All renewal permit applications and fees shall be due no later than January 1st of the permit year. Failure to timely renew the permit application will result in forfeiture of the permit. In the event of permit revocation or non-renewal,

any holder seeking to re-apply shall be required to meet all initial requirements for obtaining a permit under this Section 8.025, including without limitation, those requirements set forth in subsection (5) above.

(7) CHICKEN COOP LOCATION, DESIGN AND MAINTENANCE.

(a) A coop and any attached enclosure shall be located only in the rear yard of the permit holder's residence. In addition, a coop and any attached enclosure shall not be closer than fifteen (15) feet to the side and rear property line or any residence on abutting property.

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(c) All coops and adjacent lot areas shall be maintained reasonably free from chicken-produced substances, including but not limited to chicken manure, such that the air or environment around the chickens does not become noxious or offensive or create a condition that would reasonably promote the breeding of flies,

mosquitoes, or other insects, or provide a habitat or breeding or feeding place for rodents or other animals, or otherwise be injurious to public health.

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recommendations of a licensed veterinarian so as to ensure prevention of transmission of a disease. A permit holder shall immediately report unusual illness or death of chickens to the County Health Department.

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(c) Penalties. Any person who violates this Section 8.025 shall be subject to a forfeiture of \$250.00 for the first violation and \$500.00 for each subsequent violation. Each day that a violation of this Section 8.025 continues shall be deemed

a separate violation. Any chickens found to be the subject of a violation of this Section 8.025 shall be subject to immediate seizure and impoundment and may be removed from the City by City officials in the event that the owner or keeper fails to timely remove the chicken as required in subsection (b) above. In addition to the foregoing penalties, any person who violates this Section 8.025 shall pay all expenses, including shelter, food, handling and veterinary care, necessitated by enforcement of this provision.

AGENDA

SUMMARY SHEET

MEETING DATE: May 14, 2019

TITLE: Designation of 2019 Farmer's Market

AGENDA SECTION: CONSIDERATION/ACTION

PRESENTER: Angie Hull, Clerk

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

ISSUE SUMMARY:

The Waupun Chamber of Commerce, along with the Downtown Promotions Committee, request to hold the Farmers Market in the O'Connor, Wells & Vander Werff, LLC parking lot, located on the corner of East Main Street and South Forest Street on Saturday's from 8:00am to 12:00pm between June 1 and September 28, 2019.

STAFF RECCOMENDATION:

Designate the 2019 Farmer's Market to be held on Saturday's from June 1 to September 28 during the hours of 8:00am to 12:00pm.

ATTACHMENTS:

Request letter from Chamber of Commerce

RECCOMENDED MOTION:

Motion to approve the 2019 Farmers Market, to be located in the parking lot of O'Connor, Wells & Vander Werff, LLC on Saturdays from June 1-September 28 from 8:00am to 12:00pm.



Waupun Area Chamber of Commerce
201 E. Main St.
Waupun, WI 53963
Waupunchamber.com
920-324-3491

April 25, 2019

Angie Hull, City Clerk
City of Waupun

Dear Angie,

On behalf of the Waupun Area Chamber of Commerce and Waupun Downtown Promotions Committee, we are seeking council approval for the 2019 Downtown Farmers Market. Details are outlined below. Please let me know if you require additional information or have any questions.

Thank you for your time and consideration,
-Casey Despres, Farmers Market manager

2019 Downtown Farmers Market Information

Designated area: O'Connor, Wells, & VanderWerff Parking Lot (111 E. Main St, overflow into S. Forest St.) Dates: Saturdays; June 1 – September 28, 2019

Time: 8 a.m. – 12 noon

Set up: 7 a.m.

Fees:

- Vendor, 18-week season pass, one stall: \$35
- Vendor, 18-week season pass, two stalls: \$50
- Vendor, weekly pass: \$5

Needs from the city (same as 2018):

- Access to City Hall (restrooms & electricity via interior outlet by west building entrance) via a key issued to the Farmers Market Manager
- Barricades (five)
- Garbage can (one)
- Picnic Table (one)
- Use of – and access to – city storage building to house/store: Barricades, garbage can, picnic table; as well as Farmers Market yard signs and tent.

2018 Vendor List:

Windy Hill Specialty Farm, LLC (beef); All About Bees, LLC (honey); Highline Heritage Hogs (pork & eggs); Casey Despres: Pickled Patch; Daybreak Gardens; Waunita Schlom: hand-made baby items; Angie Mataushek: Wildtree seasonings & spices; Liana Wagner: hand-made soaps & produce; Tom Dooley's Apple Orchard: donuts, cider, pies; Carole Wethuis: hand-made jewelry; Doris Trattles: hand-made dish cloths; Brenda Billing: sewing product; R Sunny Acres: eggs, Guth's Candy: coffee & popcorn; Heidi Antoni: Pickles; Beth Hull: crafts; Ren's Floral: flower arrangement; Shar and Howard TeBeest: fresh cut flowers and produce; Shania Hull: flower arrangements & succulents

AGENDA

SUMMARY SHEET

MEETING DATE: May 14, 2019

TITLE: Establish 2019 Waupun Trick or Treat Date and Hours

AGENDA SECTION: CONSIDERATION/ACTION

PRESENTER: Angie Hull, Clerk

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

ISSUE SUMMARY:

The Downtown Promotions Committee requests to establish Waupun's Trick or Treating to be celebrated on Saturday, October 26. The Downtown Promotions Committee would like to hold trick or treating with the downtown businesses from 2:00pm to 4:00pm and City wide Trick or Treating would follow from 4:00pm to 6:00pm.

STAFF RECCOMENDATION:

Recommend establishing the 2019 City of Waupun Trick or Treating date and hours as Saturday, October 26, 2019 from 4:00pm to 6:00pm.

ATTACHMENTS:

None

RECCOMENDED MOTION:

Motion to establish the 2019 City of Waupun Trick or Treating to be celebrated on Saturday, October 26 from 4:00pm to 6:00pm.

AGENDA

SUMMARY SHEET

MEETING DATE: 5/14/19

TITLE: Award Bid for 2019 Mill and Overlay for Fond Du Lac Street, E. Jefferson Street, and Edgewood Drive

AGENDA SECTION: CONSIDERATION/ACTION

PRESENTER: Jeff Daane Director of Public Works

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	\$167,186.28
Maintain and follow street plan		

ISSUE SUMMARY:

Bids were sent out for mill and overlay projects Fond du lac St (Main St. to STH 26), E. Jefferson St. (Train Tracks to S. Madison St), E. Jefferson (Young St to Shaler Dr) and Edgewood Dr. (Brandon St to Summer Ave)

STAFF RECCOMENDATION:

Select Northeast Asphalt as the low bidder.

ATTACHMENTS

Bidders List

RECCOMENDED MOTION:

Motion to award the 2019 Mill and Overlay bid to Northeast Asphalt for Fond du Lac St., E. Jefferson St. and Edgewood Dr.

**CITY OF WAUPUN
BID TAB FOR
ASPHALT PAVING
2019 Mill & Overlay - (Fond du Lac St., E. Jefferson St., Edgewood Dr.)**

Description		Northeast Asphalt PO Box 430 Fond du Lac WI 54936-0430		Tri-County Paving Inc. PO Box 394 DeForest, WI 53532-0394		Stark Pavement Corp 12845 W Burleigh Rd Brookfield, WI 53005	
	Approx. Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1. Fond du Lac St. From E. Main St. to ST 26	8257	\$ 9.40	\$ 77,615.80	\$ 9.80	\$ 80,918.60	\$ 10.75	\$ 88,762.75
2. E Jefferson St. from 555 ft E of State to Madison	4628	\$ 9.40	\$ 43,503.20	\$ 9.80	\$ 45,354.40	\$ 11.50	\$ 53,222.00
3. E Jefferson St. from Young St. to Shaler Dr.	2515	\$ 9.52	\$ 23,942.80	\$ 9.80	\$ 24,647.00	\$ 12.50	\$ 31,437.50
4. Edgewood Dr. from Brandon St. to Summer Ave	2324	\$ 9.52	\$ 22,124.48	\$ 9.80	\$ 22,775.20	\$ 12.50	\$ 29,050.00
TOTAL BID PRICE		\$167,186.28		\$173,695.20		\$202,472.25	

SUMMARY SHEET

AGENDA

MEETING DATE: May 14, 2019

TITLE: Appointment of Library Board Member

AGENDA SECTION: MAYORAL
CORRESPONDENCE/PRESENTATIONS

PRESENTER: Mayor Julie Nickel

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

ISSUE SUMMARY:

Appointment to the Library Board due to the resignation of Steve Procise

STAFF RECCOMENDATION:

Accept Mayoral appointment of Sadie Schultz

ATTACHMENTS:

None

RECCOMENDED MOTION:

Motion to accept the Mayoral Appointment of Sadie Schultz to the Waupun Library Board