



A G E N D A
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, January 11, 2022 at 6:00 PM

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

Join Zoom Meeting: <https://us02web.zoom.us/j/84248925334?pwd=K2ExbElwcEtuT1MzcURLL21PTWdFZz09>

Meeting ID: 842 4892 5334

Passcode: 589150

Dial by your location: 312 626 6799

CALL TO ORDER

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

ROLL CALL--Mayor to excuse any absent members

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

No Public Participation after this point.

CONSENT AGENDA (Roll Call Motion) *Items under the consent agenda may be acted upon by one motion.*

It is the judgment of any Board Member that any item may be moved to later on the agenda for discussion and/or action.

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

BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES

2. Plan Commission - 9-29-2021
3. Community Development Authority 10-19-21
4. Board of Public Works and Facilities 11-9-2021
5. Business Improvement District 11-10-21
6. Economic Development Authority 11-30-21
7. Utility Commission 12-13-21
8. Common Council 12-14-21
9. Library Board 12-15-21
10. Utility Commission 12-20-2021
11. Special Common Council 1-6-22

DEPARTMENT REPORTS

12. Fire Department
13. Police Department
14. Library
15. Recreation
16. Public Works
17. Building Inspector
18. Administrator

RESOLUTIONS AND ORDINANCES:

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

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS (Roll Call Motion)

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

CONSIDERATION - ACTION

- [21.](#) 2021 City of Waupun Housing Fee Report (*Discussion*)
[22.](#) PSC Comprehensive Energy Planning Grant- Up to \$50,000 (Motion)
[23.](#) Dodge County American Rescue Plan (ARPA) Allocation
[24.](#) Wayfinding Signage Update (*Discussion*)

CLOSED SESSION

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

(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.

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

25. Confer with Legal Counsel for possible Litigation due to Personal Property Damage
26. Investing Public Funds in Waupun Industrial Park

OPEN SESSION

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

ACTION FROM CLOSED SESSION

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



AGENDA SUMMARY SHEET

MEETING DATE: 01-11-22

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

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

ISSUE SUMMARY:

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

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

Tuesday, January 11, 2022	Common Council
Tuesday, January 25, 2022	Committee of the Whole
Tuesday, February 8, 2022	Common Council
Tuesday, February 22, 2022	Committee of the Whole
Tuesday, March 8, 2022	Common Council
Tuesday, March 29, 2022	Committee of the Whole
Tuesday, April 12, 2022	Common Council
Tuesday, April 19, 2022	Special Council-Seating of the Council
Tuesday, April 26, 2022	Committee of the Whole

License and Permit Applications

OPERATOR LICENSE:

Elizabeth Waskow, Kylie Genrich, Devin Bleecker, Makenna Kunz, Ellen Schley, Theresa Mason

TEMPORARY CLASS B Fermented Malt Beverage License

None

ATTACHMENTS:

Expense Report(s)

RECOMENDED MOTION: Motion to approve the Consent Agenda. (<i>Roll Call</i>)
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Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
12/29/2021	61	BAKER TILLY US, LLP	6,030.00
12/29/2021	62	CREXENDO	488.57
12/29/2021	63	FAITH TECH, INC.	1,760.17
12/29/2021	64	KWIK TRIP STORES	5,501.87
12/29/2021	65	WELLS FARGO PAYMENT REMITT.	4,326.77
12/29/2021	102987	ROSALES, SELENA	1,131.24 M
12/22/2021	103082	AMAZON	2,126.75
12/22/2021	103083	AMAZON CAPITAL SERVICES	94.78
12/22/2021	103084	ALLIED 100	75.13
12/22/2021	103085	AT&T MOBILITY	628.15
12/22/2021	103086	BATTERIES PLUS LLC	107.51
12/22/2021	103087	BEAVER DAM LOCK & SECURITY	335.00
12/22/2021	103088	BROWN CAB SERVICE INC	8,306.66
12/22/2021	103089	CAPITAL NEWSPAPERS	244.52
12/22/2021	103090	CASPERS TRUCK EQUIPMENT	181.00
12/22/2021	103091	CARTRIDGE WORLD	20.64
12/22/2021	103092	CHARTER COMMUNICATIONS	1,266.42
12/22/2021	103093	DEVRIES WELDING LLC	39.00
12/22/2021	103094	DISPLAY SALES	457.00
12/22/2021	103095	EHLERS AND ASSOCIATES INC	1,625.00
12/22/2021	103096	ELECTION SYSTEMS & SOFTWARE	367.50
12/22/2021	103097	FIRE SAFETY USA INC	14,259.45
12/22/2021	103098	FOND DU LAC CULVERT AND SUPPLY	2,389.00
12/22/2021	103099	FOND DU LAC TENT & AWNING COMP	42.00
12/22/2021	103100	GOVERNMENT BRANDS SHARED SE	650.00
12/22/2021	103101	GOODYEAR COMMERCIAL TIRE & SE	356.41
12/22/2021	103102	GUNDERSON, INC.	115.98
12/22/2021	103103	H & R SAFETY SOLUTIONS LLC	375.00
12/22/2021	103104	HULL'S 151 IMPLEMENT, INC.	105.00
12/22/2021	103105	JEFFERSON FIRE & SAFETY, INC.	357.00
12/22/2021	103106	JOHN FABICK TRACTOR CO	66.29
12/22/2021	103107	LANGE ENTERPRISES	1,257.38
12/22/2021	103108	LITE 11 LLC	1,775.00
12/22/2021	103109	LOOMANS, STEVE	30.00
12/22/2021	103110	LOUDEN, SCOTT	150.00
12/22/2021	103111	MSA PROFESSIONAL SERVICES INC.	5,900.00
12/22/2021	103112	MENARDS - BEAVER DAM	644.30
12/22/2021	103113	NAPA AUTO PARTS-WAUPUN	29.88
12/22/2021	103114	O'REILLY AUTOMOTIVE INC	246.43
12/22/2021	103115	PETERSEN, JENNIFER	41.44
12/22/2021	103116	PIGGLY WIGGLY DISCOUNT FOODS	97.49
12/22/2021	103117	PIPIA, GINO	58.76
12/22/2021	103118	PITNEY BOWES INC	137.26
12/22/2021	103119	RENNERTS	39.32
12/22/2021	103120	ROCK GOLF CLUB	1,974.00
12/22/2021	103121	ROLAND MACHINERY CO	5,395.54
12/22/2021	103122	SCHWAAB INC.	580.00
12/22/2021	103123	SELECTIVE INSURANCE COMPANY	35,418.00
12/22/2021	103124	SHARE CORPORATION	221.35
12/22/2021	103125	SHRED-IT	93.12

Check Issue Date	Check Number	Payee	Amount	
12/22/2021	103126	STOBB PLUMBING & HEATING, INC.	1,398.75	
12/22/2021	103127	STREICHER'S	3,339.90	
12/22/2021	103128	TAYLOR ENTERPRISES OF WI, INC	289.00	
12/22/2021	103129	TIPTON, ALEXANDRA	23.23	
12/22/2021	103130	UNIFORM SHOPPE	395.70	
12/22/2021	103131	VON BRIESEN & ROPER, S.C.	1,445.50	
12/22/2021	103132	WAUPUN EQUIPMENT COMPANY, INC.	1,487.56	
12/22/2021	103133	WAUPUN FESTIVALS INC	26,088.63	
12/22/2021	103134	WAUPUN FIRE DEPARTMENT	380.00	
12/22/2021	103135	WAUPUN UTILITIES	26,939.32	
12/22/2021	103136	WI MEDIA	535.68	
12/22/2021	103137	MARCO TECHNOLOGIES LLC	244.86	
12/22/2021	103138	ENVISION GREATER FOND DU LAC IN	2,000.00	
12/29/2021	103139	DODGE COUNTY COURTS	830.00	M
12/29/2021	103140	BROOKS SHOE & REPAIR	150.00	
12/29/2021	103141	EMMRICH, CHARLES & CARLA	3,171.86	
12/29/2021	103142	CORELOGIC TAX SERVICES, LLC	1,072.17	
12/29/2021	103143	DESTINATION LAKE WINNEBAGO RE	3,620.02	
12/29/2021	103144	GAPPA SECURITY SOLUTIONS LLC	350.00	
12/29/2021	103145	GLATFELTER SPECIALTY BENEFITS/V	12,254.04	
12/29/2021	103146	GUNDERSON, INC.	133.11	
12/29/2021	103147	HOMAN, KEVIN & ANDREA	569.76	
12/29/2021	103148	J&J TRUCKING BRANDON, LLC	304.52	
12/29/2021	103149	J & H CONTROLS, INC.	700.00	
12/29/2021	103150	MB SPRINGBROOK APARTMENTS LLC	1,086.25	
12/29/2021	103151	M.W. TIGHE ROOFING	562.00	
12/31/2021	103152	MSA PROFESSIONAL SERVICES INC.	.00	V
12/29/2021	103153	MANTEL, MICHAEL & TERRY	40.19	
12/29/2021	103154	NOVAK, DREW	453.10	
12/29/2021	103155	POMP'S TIRE	2,388.86	
12/29/2021	103156	STOBB PLUMBING & HEATING, INC.	315.00	
12/29/2021	103157	TOTAL BUSINESS PRODUCTS	996.53	
12/29/2021	103158	TURNES, SHAWN	7.98	
12/29/2021	103159	UNIFORM SHOPPE	107.90	
12/29/2021	103160	US CELLULAR	386.72	
12/29/2021	103161	WAUPUN UTILITIES	479.80	
12/29/2021	103162	KOPPLIN & KINAS	146,871.26	M
12/29/2021	103163	GAPPA SECURITY SOLUTIONS LLC	2.86	M
12/29/2021	103164	ST LOUIS, THOMAS & JANE	495.00	M
12/29/2021	103165	RUSTIC RIDGE PROPERTIES	202.13	M
12/29/2021	103166	ROSE HILL PROPERTIES LLC	182.05	M
12/29/2021	103167	LIMESTONE RIDGE PROPERTIES	18.70	M
12/29/2021	103168	DODGE COUNTY PROPERTIES	2.62	M
12/30/2021	103169	LUNGREN, JOHN	176.92	M
12/31/2021	103170	AGNESIAN WORK & WELLNESS-	450.00	
12/31/2021	103171	ALLIANT ENERGY/WP&L	7,244.95	
12/31/2021	103172	AT & T	129.40	
12/31/2021	103173	AT&T MOBILITY	435.44	
12/31/2021	103174	CAPITAL NEWSPAPERS	24.63	
12/31/2021	103175	CEDAR CORPORATION	1,494.00	
12/31/2021	103176	CHARTER COMMUNICATIONS	134.98	
12/31/2021	103177	EMERGENCY MEDICAL PRODUCTS	2,446.53	
12/31/2021	103178	MARTENS ACE HARDWARE	2,079.71	

Check Issue Date	Check Number	Payee	Amount
12/31/2021	103179	FDL COUNTY FIRE CHIEFS ASSOC.	35.00
12/31/2021	103180	FIRE SAFETY USA INC	895.00
12/31/2021	103181	GRAND VALLEY INSPECTION SERVIC	2,989.01
12/31/2021	103182	GUNDERSON, INC.	185.18
12/31/2021	103183	HOMAN AUTO -GATEWAY	191.65
12/31/2021	103184	J.F. AHERN CO.	236.00
12/31/2021	103185	MINUTEMAN PRESS	198.19
12/31/2021	103186	NAPA AUTO PARTS-WAUPUN	1,178.87
12/31/2021	103187	O'REILLY AUTOMOTIVE INC	77.94
12/31/2021	103188	OSHKOSH OFFICE SYSTEMS	224.85
12/31/2021	103189	PTS CONTRACTORS INC	202,455.71
12/31/2021	103190	PETTY CASH-CITY HALL	19.04
12/31/2021	103191	SCHLIEVE, KATHY	4,199.73
12/31/2021	103192	ST. CROIX COMPUTER GRAPHICS	167.70
12/31/2021	103193	VANDE ZANDE & KAUFMAN, LLP	1,410.00
12/31/2021	103194	WAUPUN UTILITIES	7,220.84
12/31/2021	103195	WI DEPT OF JUSTICE	49.00
12/31/2021	103196	ZARNOTH BRUSH WORKS, INC.	260.00
01/07/2022	103197	ASSOCIATED APPRAISAL CONSULTA	3,134.29
01/07/2022	103198	BENTZ AUTOMOTIVE INC	92.65
01/07/2022	103199	BOND TRUST SERVICES CORPORATI	800.00
01/07/2022	103200	CARTRIDGE WORLD	55.00
01/07/2022	103201	CHARTER COMMUNICATIONS	490.00
01/07/2022	103202	CIVIC SYSTEMS	5,651.00
01/07/2022	103203	CITIES & VILLAGES MUTUAL INS.	104,508.00
01/07/2022	103204	DAILY CITIZEN	345.24
01/07/2022	103205	DODGE COUNTY FIRE CHIEFS ASSC	150.00
01/07/2022	103206	EMERGENCY SERVICES MARKETING	660.00
01/07/2022	103207	ENGBREGTSEN, DAVID	1,583.31
01/07/2022	103208	FDL COUNTY FIRE CHIEFS ASSOC.	200.00
01/07/2022	103209	GOODYEAR COMMERCIAL TIRE & SE	682.88
01/07/2022	103210	GUNDERSON, INC.	66.94
01/07/2022	103211	IAAI	100.00
01/07/2022	103212	INTERNATIONAL ASSOCIATION OF FI	240.00
01/07/2022	103213	IWORQ	9,500.00
01/07/2022	103214	LAKE AREA PUBLIC WORKS ASSOC	75.00
01/07/2022	103215	LEAGUE OF WI MUNICIPALITIES	2,522.83
01/07/2022	103216	LEXIPOL LLC	1,574.63
01/07/2022	103217	MAC TOOLS DISTRIBUTOR	479.99
01/07/2022	103218	MARCO TECHNOLOGIES LLC	56.95
01/07/2022	103219	MOTION PICTURE LICENSING CORPO	360.39
01/07/2022	103220	MUNICIPAL CODE CORPORATION	350.00
01/07/2022	103221	NICKEL, JULIE	40.00
01/07/2022	103222	PLUIM, JERRY	72.00
01/07/2022	103223	SCHAUER, ALEX	90.00
01/07/2022	103224	STOBB, CHARLES	90.00
01/07/2022	103225	WAUPUN AREA ANIMAL SHELTER,INC	1,000.00
01/07/2022	103226	WAUPUN UTILITIES	42,332.92
01/07/2022	103227	WI DEPT OF REVENUE	10.00
01/07/2022	103228	WI MUNICIPAL CLERKS ASSOC.	65.00
01/07/2022	103229	WI SOCIETY OF EMERGENCY SERVIC	30.00

Check Issue Date	Check Number	Payee	Amount
Grand Totals:			764,260.93

Report Criteria:

Report type: Summary

Report Criteria:

[Report].Invoice Date = 12/22/2021-01/07/2022

Invoice	Description	Invoice Date	Total Cost	GL Account
47 AMAZON				
DEC2021-1	Accordion file folders, misc	12/22/2021	184.61	210-60-5511-3-30
DEC2021-2	Books	12/22/2021	469.79	210-60-5511-3-39
DEC2021-3	AV materials	12/22/2021	295.10	210-60-5511-3-40
DEC2021-4	Take & Make materials	12/22/2021	1,177.25	210-60-5511-3-44
Total 47 AMAZON:			2,126.75	
48 AMAZON CAPITAL SERVICES				
1YVL-LPHP-D84N	office supplies - PD	12/22/2021	14.99	100-40-5211-3-30
1WXM-YXXK-6JR7	office supplies - PD	12/22/2021	12.00	100-40-5211-3-30
16YN-WVGD-973Y	lights - replace at city garage	12/22/2021	67.79	100-70-5412-3-36
Total 48 AMAZON CAPITAL SERVICES:			94.78	
955 AGNESIAN WORK & WELLNESS-				
35591	EAP Quarterly Fee	12/31/2021	450.00	100-10-5143-3-38
Total 955 AGNESIAN WORK & WELLNESS-:			450.00	
1174 ALLIANT ENERGY/WP&L				
3425110000-DEC21	MUSEUM monthly fuel charges - Dec 2021	12/31/2021	528.14	100-20-5512-3-32
7255200000-NOV/DEC21	Senior Center - Nov/Dec 2021	12/31/2021	307.21	100-20-5513-3-32
5374620000-DEC21	Aquatic Center - Dec 2021	12/31/2021	161.60	100-20-5523-3-32
5946940000-DEC21	Police Dept - monthly fuel charges - Dec 2021	12/31/2021	647.85	100-40-5211-3-32
5946940000-DEC21	Fire Dept - monthly fuel charges -Dec 2021	12/31/2021	364.42	100-50-5231-3-32
2831330000-DEC21	community center monthly fuel-Dec 2021 - hockey	12/31/2021	716.82	100-70-5410-3-32
2831330000-DEC21	community center monthly fuel-Dec 2021 - School	12/31/2021	896.03	100-70-5410-3-32
2831330000-DEC21	community center monthly fuel-Dec 2021 - city	12/31/2021	179.21	100-70-5410-3-32
1780510000-DEC21	CITY HALL monthly fuel charges - Dec 2021	12/31/2021	1,745.77	100-70-5410-3-32
3264610000-DEC21	Garage monthly fuel - dec 2021	12/31/2021	1,692.96	100-70-5412-3-32
3517989074-NOV21FINA	TIF#6 - Utilities McKinley St. Building - Dec 2021	12/31/2021	4.94	408-70-5436-3-32
Total 1174 ALLIANT ENERGY/WP&L:			7,244.95	
1175 ALLIED 100				
2030620	Adult electrode cartridge	12/22/2021	75.13	100-40-5212-3-38
Total 1175 ALLIED 100:			75.13	
1787 ASSOCIATED APPRAISAL CONSULTAN				
160237	Monthly services - Jan 2022	01/07/2022	3,134.29	100-30-5152-3-38
Total 1787 ASSOCIATED APPRAISAL CONSULTAN:			3,134.29	
1904 AT & T				
NOV20-DEC19 2021	Police Dept monthly phone charges	12/31/2021	129.40	100-40-5211-3-31
Total 1904 AT & T:			129.40	
1906 AT&T MOBILITY				
NOV2021	FirstNet Mobile Aircards - Nov 2021	12/22/2021	628.15	100-40-5211-3-31
OCT24-NOV23 2021 FD	FirstNet Mobile Aircards - Oct 24-Nov23 2021 FD	12/31/2021	234.14	100-50-5231-3-31
NOV24-DEC23 2021 FD	FirstNet Mobile Aircards - Nov 24-Dec 23 2021 FD	12/31/2021	201.30	100-50-5231-3-31

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 1906 AT&T MOBILITY:			1,063.59	
4005 BAKER TILLY US, LLP				
BT1955980	City's 12/31/21 financial statement audit	12/29/2021	6,030.00	100-10-5157-3-38
Total 4005 BAKER TILLY US, LLP:			6,030.00	
4078 BATTERIES PLUS LLC				
P46634618	Batteries - FD	12/22/2021	107.51	100-50-5232-3-36
Total 4078 BATTERIES PLUS LLC:			107.51	
5022 BEAVER DAM LOCK & SECURITY				
29342	service - PD	12/22/2021	205.00	100-40-5213-3-38
29337	ADA Door Locks - Safety Building	12/22/2021	130.00	100-70-5410-3-36
Total 5022 BEAVER DAM LOCK & SECURITY:			335.00	
5130 BENTZ AUTOMOTIVE INC				
20917	alignment	01/07/2022	92.65	100-70-5411-3-36
Total 5130 BENTZ AUTOMOTIVE INC:			92.65	
5760 BOND TRUST SERVICES CORPORATION				
69105	Paying Agent Fee-2021 Notes-Pool/Rock Newton St	01/07/2022	400.00	300-10-5943-6-00
69104	Paying Agent Fee-2020 TID 5 Refunding	01/07/2022	400.00	300-10-5943-6-00
Total 5760 BOND TRUST SERVICES CORPORATION:			800.00	
6162 BROOKS SHOE & REPAIR				
40126	boot allowance - Daane	12/29/2021	150.00	100-70-5412-3-38
Total 6162 BROOKS SHOE & REPAIR:			150.00	
6252 BROWN CAB SERVICE INC				
2227	Nov monthly taxi service 2021	12/22/2021	8,306.66	501-10-5154-3-38
Total 6252 BROWN CAB SERVICE INC:			8,306.66	
7058 CAPITAL NEWSPAPERS				
81215	Notice of public Hearing - taxi fare increase	12/22/2021	42.41	100-10-5110-3-35
81624	Notice - public hearing - cond use permit	12/22/2021	25.98	100-10-5110-3-35
81608	Rezoning Notice - R5 to R4	12/22/2021	63.85	100-10-5110-3-35
81973	Variance Request	12/22/2021	78.87	100-10-5110-3-35
85586	Ordinance Number 21-11	12/31/2021	24.63	100-10-5110-3-35
79117	Type A Notice 2022	12/22/2021	33.41	100-10-5142-3-35
Total 7058 CAPITAL NEWSPAPERS:			269.15	
7070 CASPERS TRUCK EQUIPMENT				
0051183-IN	replace salter bearing	12/22/2021	15.00	100-70-5411-3-36
0051425-IN	hydraulic 4-bolt	12/22/2021	166.00	100-70-5411-3-36
Total 7070 CASPERS TRUCK EQUIPMENT:			181.00	
7075 CARTRIDGE WORLD				
85640	Cartridges	12/22/2021	20.64	100-40-5211-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
85922	Cartridges	01/07/2022	55.00	100-40-5211-3-38
Total 7075 CARTRIDGE WORLD:			75.64	
8046 CEDAR CORPORATION				
109864	Professional Services - Safety Building - thru 12-11-21	12/31/2021	1,494.00	400-40-5211-8-00
Total 8046 CEDAR CORPORATION:			1,494.00	
10048 CHARTER COMMUNICATIONS				
13430-DEC21	city hall - internet	12/31/2021	134.98	100-10-5197-3-31
84621-DEC21	museum - internet - pd by Historical Society	12/22/2021	89.99	100-13850
54053-DEC21	aquatic center	12/22/2021	109.97	100-20-5523-3-38
3194-DEC21	ethernet intrastate MBPS	12/22/2021	490.00	100-40-5211-3-38
18615-DEC21	PD - voice, internet, tv	12/22/2021	360.47	100-40-5211-3-38
3194-JAN22	ethernet intrastate MBPS	01/07/2022	490.00	100-40-5211-3-38
15199-DEC21	garage - tv, internet	12/22/2021	215.99	100-70-5412-3-38
Total 10048 CHARTER COMMUNICATIONS:			1,891.40	
10222 CIVIC SYSTEMS				
CVC21332	SEMI ANNUAL civic support fees-1-1-22 thru 6-30-22	01/07/2022	5,651.00	100-10-5141-3-38
Total 10222 CIVIC SYSTEMS:			5,651.00	
10226 CITIES & VILLAGES MUTUAL INS.				
EPL-22-4248	2022 Employment Practice Liability	01/07/2022	6,754.00	100-10-5194-3-38
CX-22-4147	2022 Excess Public Entity Liability	01/07/2022	3,016.00	100-10-5194-3-38
CL-22-2050	2022 Liability Coverage Premium	01/07/2022	38,475.00	100-10-5194-3-38
APD-22-3050	2022 Auto Physical Damage Insurance	01/07/2022	27,567.00	100-10-5194-3-38
CRM-22-4546	2022 Crime Coverage Insurance Premium	01/07/2022	499.00	100-10-5195-3-38
WC-22-1042	2022 Worker's Com Prem 1st QTR - City Portion	01/07/2022	21,841.00	100-10-5196-3-38
WC-22-1042	2022 Worker's Com Prem 1st QTR - Utilities Portion	01/07/2022	6,356.00	100-13850
Total 10226 CITIES & VILLAGES MUTUAL INS.:			104,508.00	
10435 EMMRICH, CHARLES & CARLA				
12-29-21	2021 Tax Refund	12/29/2021	3,171.86	100-13850
Total 10435 EMMRICH, CHARLES & CARLA:			3,171.86	
10500 CORELOGIC TAX SERVICES, LLC				
12-29-21	2021 Tax Payment Refund - Belsma	12/29/2021	1,072.17	100-13850
Total 10500 CORELOGIC TAX SERVICES, LLC:			1,072.17	
10651 CREXENDO				
DEC2021	City Hall Phone Charges - Dec 2021	12/29/2021	360.15	100-10-5197-3-31
DEC2021	Senior Center Phone Charges - Dec 2021	12/29/2021	25.73	100-20-5513-3-31
DEC2021	Garage Phone Charges - Dec 2021	12/29/2021	102.69	100-70-5412-3-31
Total 10651 CREXENDO:			488.57	
10920 DAILY CITIZEN				
JAN22	annual subscription - PD	01/07/2022	345.24	100-40-5211-3-35
Total 10920 DAILY CITIZEN:			345.24	

Invoice	Description	Invoice Date	Total Cost	GL Account
11275 DESTINATION LAKE WINNEBAGO REGION				
12-29-21 70% Of Room Tax - Nov 2021		12/29/2021	3,620.02	430-70-5436-3-42
Total 11275 DESTINATION LAKE WINNEBAGO REGION:			3,620.02	
11276 DEVRIES WELDING LLC				
01655 steel - replace fender bracket		12/22/2021	39.00	100-70-5411-3-36
Total 11276 DEVRIES WELDING LLC:			39.00	
11427 DISPLAY SALES				
INV-031390 flags - replace torn flags		12/22/2021	457.00	100-70-5410-3-36
Total 11427 DISPLAY SALES:			457.00	
11697 DODGE COUNTY FIRE CHIEFS ASSC				
1-7-22 Dodge County Chiefs Annual dues - 2022		01/07/2022	150.00	100-50-5231-3-34
Total 11697 DODGE COUNTY FIRE CHIEFS ASSC:			150.00	
11810 DODGE COUNTY PROPERTIES				
12-29-21 2021 Tax Refund		12/29/2021	2.62	100-13850
Total 11810 DODGE COUNTY PROPERTIES:			2.62	
12437 EHLERS AND ASSOCIATES INC				
89187 Transportation Utility Feasibility Study		12/22/2021	1,625.00	100-70-5420-3-38
Total 12437 EHLERS AND ASSOCIATES INC:			1,625.00	
12447 ELECTION SYSTEMS & SOFTWARE				
CD2013458 Election system license - Dodge		12/22/2021	367.50	100-10-5142-3-38
Total 12447 ELECTION SYSTEMS & SOFTWARE:			367.50	
12530 EMERGENCY MEDICAL PRODUCTS				
2308424 EMR supplies		12/31/2021	156.94	100-50-5230-3-38
2308432 EMR supplies		12/31/2021	2,289.59	100-50-5230-3-38
Total 12530 EMERGENCY MEDICAL PRODUCTS:			2,446.53	
12532 EMERGENCY SERVICES MARKETING				
21-21532 IAR renewal 2022		01/07/2022	660.00	100-50-5232-3-38
Total 12532 EMERGENCY SERVICES MARKETING :			660.00	
12608 ENGBREGTSEN, DAVID				
1-7-22 Refund over payment of real estate tax		01/07/2022	1,583.31	100-13850
Total 12608 ENGBREGTSEN, DAVID:			1,583.31	
12676 FAITH TECH, INC.				
DEC2021 energy efficiency ACH pmt 27 of 60		12/29/2021	1,760.17	300-10-5935-6-00
Total 12676 FAITH TECH, INC.:			1,760.17	
12700 MARTENS ACE HARDWARE				
DEC21 padlock - pool		12/31/2021	47.97	100-20-5523-3-36

Invoice	Description	Invoice Date	Total Cost	GL Account
DEC21	keys/hardware/USB drive	12/31/2021	69.04	100-40-5211-3-30
DEC21	UPS Postage - FD	12/31/2021	18.77	100-50-5231-3-33
DEC21	cabinetie - FD	12/31/2021	13.98	100-50-5232-3-38
DEC21	pine sol - comm center	12/31/2021	25.98	100-70-5410-3-36
DEC21	parts/supplies for outside lights - library	12/31/2021	33.98	100-70-5410-3-36
DEC21	hardware/key/distilled water/paper ky tags	12/31/2021	31.30	100-70-5410-3-36
DEC21	fasteners/padlocks	12/31/2021	90.26	100-70-5410-3-36
DEC21	spackle - patch holes at city hall	12/31/2021	6.99	100-70-5410-3-36
DEC21	flag rope - city hall/museum	12/31/2021	25.17	100-70-5410-3-36
DEC21	grout	12/31/2021	12.99	100-70-5410-3-36
DEC21	grout	12/31/2021	12.99	100-70-5410-3-36
DEC21	fin hx nut	12/31/2021	8.79	100-70-5410-3-36
DEC21	tape	12/31/2021	20.97	100-70-5410-3-36
DEC21	narrow hinge	12/31/2021	9.18	100-70-5410-3-36
DEC21	sand paper	12/31/2021	3.99	100-70-5411-3-36
DEC21	blade band	12/31/2021	14.99	100-70-5411-3-36
DEC21	toro pwerclear	12/31/2021	1,399.98	100-70-5411-3-36
DEC21	jigsaw	12/31/2021	119.98	100-70-5411-3-38
DEC21	parts/supplies - water leak at shop	12/31/2021	34.47	100-70-5412-3-36
DEC21	simple green/wipes	12/31/2021	37.96	100-70-5412-3-36
DEC21	snow shovels	12/31/2021	39.98	100-70-5435-3-36
Total 12700 MARTENS ACE HARDWARE:			2,079.71	
12950 FDL COUNTY FIRE CHIEFS ASSOC.				
1-7-22	Association Dues	01/07/2022	200.00	100-50-5231-3-34
12-31-21	RIT training for Rosales	12/31/2021	35.00	100-50-5234-3-38
Total 12950 FDL COUNTY FIRE CHIEFS ASSOC.:			235.00	
13011 FIRE SAFETY USA INC				
154219	meter replacement	12/22/2021	168.95	100-50-5232-3-36
153758	Electric Smoke Machine	12/31/2021	895.00	220-50-5231-3-38
152875	Fire hose project - city share	12/22/2021	14,090.50	410-50-5231-4-00
Total 13011 FIRE SAFETY USA INC:			15,154.45	
13645 FOND DU LAC CULVERT AND SUPPLY				
332101	replace rusted out culvert W Brown st & County Park Rd	12/22/2021	2,389.00	700-10-5192-3-36
Total 13645 FOND DU LAC CULVERT AND SUPPLY:			2,389.00	
13701 FOND DU LAC TENT & AWNING COMP				
57924	repairs to hosebed tarp on 593	12/22/2021	42.00	100-50-5232-3-38
Total 13701 FOND DU LAC TENT & AWNING COMP:			42.00	
14275 GAPPA SECURITY SOLUTIONS LLC				
12-29-21	2021 Tax Refund	12/29/2021	2.86	100-13850
24449	replace HES 5000C on evidence room door	12/29/2021	300.00	100-40-5213-3-38
24432	service - city hall - card access system	12/29/2021	50.00	100-70-5410-3-36
Total 14275 GAPPA SECURITY SOLUTIONS LLC:			352.86	
14481 GOVERNMENT BRANDS SHARED SERVICES				
INV205082	Tax Collection Software - 1/1/21-12/31/21	12/22/2021	650.00	100-10-5141-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 14481 GOVERNMENT BRANDS SHARED SERVICES:			650.00	
14641 GOODYEAR COMMERCIAL TIRE & SER				
132-1189702	tires - DPW & Police Dept	12/22/2021	146.01	100-40-5212-3-36
132-1189702	tires - DPW & Police Dept	12/22/2021	210.40	100-70-5411-3-36
132-1189943	tires	01/07/2022	682.88	100-70-5411-3-36
Total 14641 GOODYEAR COMMERCIAL TIRE & SER:			1,039.29	
14646 GLATFELTER SPECIALTY BENEFITS/VFIS				
12-29-21	Length of Service Awards	12/29/2021	12,254.04	100-50-5231-1-10
Total 14646 GLATFELTER SPECIALTY BENEFITS/VFIS:			12,254.04	
14698 GRAND VALLEY INSPECTION SERVICES				
2022-15	Building Insp/Zoning Admin for Dec 2021	12/31/2021	2,989.01	230-30-5241-3-38
Total 14698 GRAND VALLEY INSPECTION SERVICES:			2,989.01	
15075 GUNDERSON, INC.				
1072695	Library Rugs - Dec 2021	12/29/2021	66.17	100-70-5410-3-38
1075293	CITY HALL rugs - Dec 2021	12/31/2021	68.07	100-70-5410-3-38
1064728	CITY HALL rugs - Dec 2021	12/31/2021	68.07	100-70-5410-3-38
1069332	Uniform/charges - Dec 2021	12/22/2021	19.89	100-70-5411-3-38
1069331	Garage supplies - Dec 2021	12/22/2021	47.05	100-70-5411-3-38
1071947	Garage supplies - Dec 2021	12/22/2021	29.15	100-70-5411-3-38
1071948	Uniform/charges - Dec 2021	12/22/2021	19.89	100-70-5411-3-38
1074525	Garage supplies - Dec 2021	12/29/2021	47.05	100-70-5411-3-38
1074526	Uniform/charges - Dec 2021	12/29/2021	19.89	100-70-5411-3-38
1077117	Garage supplies - Dec 2021	12/31/2021	29.15	100-70-5411-3-38
1077118	Uniform/charges - Dec 2021	12/31/2021	19.89	100-70-5411-3-38
1079247	Garage supplies - Jan 2022	01/07/2022	47.05	100-70-5411-3-38
1079248	Uniform/charges - Jan 2022	01/07/2022	19.89	100-70-5411-3-38
Total 15075 GUNDERSON, INC.:			501.21	
15297 H & R SAFETY SOLUTIONS LLC				
6640	safety gear - sweatshirts & coats	12/22/2021	375.00	100-70-5412-3-38
Total 15297 H & R SAFETY SOLUTIONS LLC:			375.00	
15950 HOMAN AUTO -GATEWAY				
1017366	cable - replace blower cable	12/31/2021	66.16	100-70-5411-3-36
1017388	harness - FD	12/31/2021	125.49	100-70-5411-3-36
Total 15950 HOMAN AUTO -GATEWAY:			191.65	
15957 HOMAN, KEVIN & ANDREA				
12-29-21	Tax Refund 2021	12/29/2021	569.76	100-13850
Total 15957 HOMAN, KEVIN & ANDREA:			569.76	
16068 HULL'S 151 IMPLEMENT, INC.				
12-22-21	rent boomlift to repair water line at city garage	12/22/2021	105.00	100-70-5411-3-38
Total 16068 HULL'S 151 IMPLEMENT, INC.:			105.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
16398 IAAI				
57032 IAAI membership 2022		01/07/2022	100.00	100-50-5233-3-34
Total 16398 IAAI:			100.00	
16413 INTERNATIONAL ASSOCIATION OF FIRE CHIEFS				
1-7-22 IAFA membership 2022		01/07/2022	240.00	100-50-5231-3-34
Total 16413 INTERNATIONAL ASSOCIATION OF FIRE CHIEFS:			240.00	
16596 IWORQ				
196689 Public Works Package-Work,Sign,Pavement Mngmt-Jan2		01/07/2022	9,500.00	100-70-5420-3-38
Total 16596 IWORQ:			9,500.00	
16599 J&J TRUCKING BRANDON, LLC				
12-29-21 Labor/Part - leveling valve		12/29/2021	304.52	100-70-5411-3-36
Total 16599 J&J TRUCKING BRANDON, LLC:			304.52	
16600 J & H CONTROLS, INC.				
10000023458 City Hall - hail guard for new A/C		12/29/2021	700.00	100-70-5410-3-36
Total 16600 J & H CONTROLS, INC.:			700.00	
16659 JEFFERSON FIRE & SAFETY, INC.				
IN135943 flir of camera		12/22/2021	357.00	100-50-5232-3-36
Total 16659 JEFFERSON FIRE & SAFETY, INC.:			357.00	
16662 J.F. AHERN CO.				
477789 Sprinkler inspections - Library		12/31/2021	236.00	100-70-5410-3-36
Total 16662 J.F. AHERN CO.:			236.00	
16663 JOHN FABICK TRACTOR CO				
PIMK0153015 switch		12/22/2021	24.80	100-70-5411-3-36
PIMK0153014 tail light		12/22/2021	41.49	100-70-5411-3-36
Total 16663 JOHN FABICK TRACTOR CO:			66.29	
17131 KOPPLIN & KINAS				
1 Final invoice Harmsen/Oak Ln Pond		12/29/2021	146,871.26	700-10-5192-8-00
Total 17131 KOPPLIN & KINAS:			146,871.26	
17175 KWIK TRIP STORES				
PD-NOV21 Police Dept monthly fuel - Nov 2021		12/29/2021	2,377.41	100-40-5212-3-38
FD-NOV21 Fire dept monthly fuel - Nov 2021		12/29/2021	481.89	100-50-5232-3-38
DPW-NOV21 DPW monthly fuel purchases - Nov 2021		12/29/2021	1,902.82	100-70-5411-3-38
DPW-NOV21 DPW monthly fuel purchases - Nov 2021		12/29/2021	217.52	700-10-5191-3-38
DPW-NOV21 DPW monthly fuel purchases - Nov 2021		12/29/2021	158.33	700-10-5192-3-38
DPW-NOV21 DPW monthly fuel purchases - Nov 2021		12/29/2021	363.90	700-10-5193-3-36
Total 17175 KWIK TRIP STORES:			5,501.87	
17225 LAKE AREA PUBLIC WORKS ASSOC				
2022/YR 2022 Annual Membership Fees		01/07/2022	75.00	100-70-5420-3-34

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 17225 LAKE AREA PUBLIC WORKS ASSOC:			75.00	
17280 LANGE ENTERPRISES				
78825	Signs/posts/brackets	12/22/2021	1,257.38	100-70-5441-3-36
Total 17280 LANGE ENTERPRISES:			1,257.38	
17400 LEAGUE OF WI MUNICIPALITIES				
10542-2022	2022 Standard dues	01/07/2022	2,522.83	100-10-5110-3-34
Total 17400 LEAGUE OF WI MUNICIPALITIES:			2,522.83	
17505 LEXIPOL LLC				
INVLEX7755	Policy/Procedure Program	01/07/2022	1,574.63	100-50-5234-3-38
Total 17505 LEXIPOL LLC:			1,574.63	
17804 LIMESTONE RIDGE PROPERTIES				
12-29-21	2021 Tax Refund	12/29/2021	18.70	100-13850
Total 17804 LIMESTONE RIDGE PROPERTIES:			18.70	
17827 LITE 11 LLC				
1522	install equipment on new Dodge Charger	12/22/2021	1,775.00	410-40-5211-4-00
Total 17827 LITE 11 LLC :			1,775.00	
17865 LOOMANS, STEVE				
12-22-21	hay bales - Juniper sledding hill	12/22/2021	30.00	100-70-5435-3-38
Total 17865 LOOMANS, STEVE:			30.00	
17867 LOUDEN, SCOTT				
12-22-21	Eye glass allowance	12/22/2021	150.00	100-40-5211-3-38
Total 17867 LOUDEN, SCOTT:			150.00	
17902 LUNGREN, JOHN				
12-30-21	2021 Tax Refund - PSN	12/30/2021	176.92	100-13850
Total 17902 LUNGREN, JOHN:			176.92	
17957 MB SPRINGBROOK APARTMENTS LLC				
12-29-21	TAX REFUND 2021	12/29/2021	1,086.25	100-13850
Total 17957 MB SPRINGBROOK APARTMENTS LLC:			1,086.25	
17965 M.W. TIGHE ROOFING				
15888	Roof maint - city hall	12/29/2021	394.00	100-70-5410-3-36
15896	Roof maint - comm center	12/29/2021	168.00	100-70-5410-3-36
Total 17965 M.W. TIGHE ROOFING:			562.00	
18009 MSA PROFESSIONAL SERVICES INC.				
R00212069.0-2021-2	Waupun Closed Landfill 2021 - May 16, 2021-Dec 4, 202	12/22/2021	5,900.00	100-70-5420-3-38
1	Final Invoice Harmsen/Oak Ln Pond	12/29/2021	146,871.26	700-10-5192-8-00
1	Final Invoice Harmsen/Oak Ln Pond	12/29/2021	146,871.26-	700-10-5192-8-00

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 18009 MSA PROFESSIONAL SERVICES INC.:			5,900.00	
18036 MAC TOOLS DISTRIBUTOR				
170133	NT-FLK88 Multimeter	01/07/2022	479.99	100-70-5411-3-38
Total 18036 MAC TOOLS DISTRIBUTOR:			479.99	
18400 MANTEL, MICHAEL & TERRY				
12-29-21	tax refund 2021	12/29/2021	40.19	100-13850
Total 18400 MANTEL, MICHAEL & TERRY:			40.19	
18459 MARCO TECHNOLOGIES LLC				
INV9495982	Konica/A7PY011X001 contract - Jan 2022	01/07/2022	56.95	100-40-5211-3-38
Total 18459 MARCO TECHNOLOGIES LLC:			56.95	
18961 MENARDS - BEAVER DAM				
07989	building repairs - city hall/library/shop	12/22/2021	644.30	100-70-5410-3-36
Total 18961 MENARDS - BEAVER DAM:			644.30	
19214 MINUTEMAN PRESS				
22009	EMR note books	12/31/2021	198.19	100-50-5230-3-38
Total 19214 MINUTEMAN PRESS:			198.19	
19525 MOTION PICTURE LICENSING CORPORATION				
504369549	Umbrella Lic Covering term 12/1/21-12/1/22	01/07/2022	360.39	100-20-5513-3-38
Total 19525 MOTION PICTURE LICENSING CORPORATION:			360.39	
19695 MUNICIPAL CODE CORPORATION				
00367501	Admin Support Fee 12/1/2021-11/30/2022	01/07/2022	350.00	100-10-5163-3-38
Total 19695 MUNICIPAL CODE CORPORATION:			350.00	
19802 NAPA AUTO PARTS-WAUPUN				
333025	oil filters	12/31/2021	11.08	100-40-5212-3-36
325910	brake cleaner - Fire Dept	12/22/2021	29.88	100-50-5232-3-38
332003	battery/core deposit	12/31/2021	425.13	100-70-5411-3-36
332031	parts/supplies	12/31/2021	4.56	100-70-5411-3-36
332101	trans filter/air filter	12/31/2021	61.19	100-70-5411-3-36
332492	prem capsules - lights for plow	12/31/2021	36.21	100-70-5411-3-36
332494	oil filters/fuel filters/hydraulic filters	12/31/2021	123.58	100-70-5411-3-36
332714	lamp - replace light bulb	12/31/2021	7.08	100-70-5411-3-36
332748	light bulbs	12/31/2021	32.47	100-70-5411-3-36
332827	diesel extreme	12/31/2021	31.98	100-70-5411-3-36
333017	snow plow grease	12/31/2021	111.48	100-70-5411-3-36
333110	oil filter/air filter	12/31/2021	22.33	100-70-5411-3-36
333806	hydraulic coupler - salter	12/31/2021	26.54	100-70-5411-3-36
333810	hydraulic coupler - salter	12/31/2021	26.54	100-70-5411-3-36
333865	parts/supplies	12/31/2021	79.53	100-70-5411-3-36
333868	oil filter/syn bay box	12/31/2021	74.53	100-70-5411-3-36
334351	battery term brush	12/31/2021	15.99	100-70-5411-3-36
334480	light bulbs	12/31/2021	34.18	100-70-5411-3-36
334621	light bulbs	12/31/2021	37.47	100-70-5411-3-36

Invoice	Description	Invoice Date	Total Cost	GL Account
333186	bulbs - replace in barricade flashers	12/31/2021	17.00	100-70-5441-3-36
Total 19802 NAPA AUTO PARTS-WAUPUN:			1,208.75	
20480 NICKEL, JULIE				
1-7-22	Reimbursement for cell phone use - Jan 2022	01/07/2022	40.00	100-10-5131-3-31
Total 20480 NICKEL, JULIE:			40.00	
20635 NOVAK, DREW				
12-29-21	First Responder jackets	12/29/2021	453.10	100-50-5230-3-38
Total 20635 NOVAK, DREW:			453.10	
20800 O'REILLY AUTOMOTIVE INC				
2391-454852	fuel additive - FD	12/31/2021	77.94	100-50-5232-3-36
2391-453662	replace rusted out control arm	12/22/2021	82.11	100-70-5411-3-36
2391-453350	replace ball joints & HVAC actuator	12/22/2021	164.32	100-70-5411-3-36
Total 20800 O'REILLY AUTOMOTIVE INC:			324.37	
20900 OSHKOSH OFFICE SYSTEMS				
AR70616	City Hall Color Copier 6333 - contract - Dec 2021	12/31/2021	224.85	100-10-5141-3-36
Total 20900 OSHKOSH OFFICE SYSTEMS:			224.85	
20999 PTS CONTRACTORS INC				
5	Rock/Newton St Constr-Pmt5	12/31/2021	189,817.83	400-70-5436-8-00
5	Rock/Newton St Constr-Pmt5	12/31/2021	12,637.88	700-10-5192-8-00
Total 20999 PTS CONTRACTORS INC:			202,455.71	
21357 PETERSEN, JENNIFER				
12-22-21	MILEAGE - FDL Cty - pick up tax bills	12/22/2021	22.40	100-10-5141-3-37
12-22-21	MILEAGE - Dodge Cty - pick up tax bills	12/22/2021	19.04	100-10-5141-3-37
Total 21357 PETERSEN, JENNIFER:			41.44	
21450 PETTY CASH-CITY HALL				
12-31-21	mileage - Election meeting	12/31/2021	19.04	100-10-5142-3-38
Total 21450 PETTY CASH-CITY HALL:			19.04	
21665 PIGGLY WIGGLY DISCOUNT FOODS				
6303	WPD - Christmas	12/22/2021	34.10	100-40-5211-3-38
0378	DPW purchase	12/22/2021	63.39	100-70-5410-3-38
Total 21665 PIGGLY WIGGLY DISCOUNT FOODS:			97.49	
21705 PIPIA, GINO				
12-22-21	Reimburse meals - Police Academy - 11/5/21-12/7/21	12/22/2021	58.76	100-40-5212-3-38
Total 21705 PIPIA, GINO:			58.76	
21801 PITNEY BOWES INC				
1019611495	Ink Cartridge/seal solution	12/22/2021	137.26	100-10-5141-3-36

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 21801 PITNEY BOWES INC:			137.26	
21895 PLUIM, JERRY				
1-7-22	reimburse cell phone use during salt season Nov-Feb	01/07/2022	72.00	100-70-5420-3-31
Total 21895 PLUIM, JERRY:			72.00	
22026 POMP'S TIRE				
520108289	tires - dump truck	12/29/2021	2,388.86	100-70-5411-3-36
Total 22026 POMP'S TIRE:			2,388.86	
22750 RENNERTS				
44487	Switch	12/22/2021	39.32	100-50-5232-3-36
Total 22750 RENNERTS:			39.32	
23040 ROCK GOLF CLUB				
508596	Fire Dept Awards Banq	12/22/2021	1,974.00	100-50-5231-3-38
Total 23040 ROCK GOLF CLUB:			1,974.00	
23071 ROLAND MACHINERY CO				
4712384	salt rail/track bolt/track nut/segment/bolt/nut	12/22/2021	5,395.54	100-70-5411-3-36
Total 23071 ROLAND MACHINERY CO:			5,395.54	
23084 ROSALES, SELENA				
12-29-21	Re-issue fire dept paycheck due to error	12/29/2021	1,131.24	100-13850
Total 23084 ROSALES, SELENA:			1,131.24	
23085 ROSE HILL PROPERTIES LLC				
12-29-21	2021 Tax Refund	12/29/2021	182.05	100-13850
Total 23085 ROSE HILL PROPERTIES LLC:			182.05	
23167 RUSTIC RIDGE PROPERTIES				
12-29-21	2021 Tax Refund	12/29/2021	202.13	100-13850
Total 23167 RUSTIC RIDGE PROPERTIES:			202.13	
23235 SCHAUER, ALEX				
1-7-22	reimbursement for phone use during salt season Nov-Mar	01/07/2022	90.00	100-70-5420-3-31
Total 23235 SCHAUER, ALEX:			90.00	
23250 SCHLIEVE, KATHY				
12-31-21	Administration - Travel	12/31/2021	229.04	100-10-5191-3-37
12-31-21	Administration - Professional Devel - Tuition	12/31/2021	3,395.95	100-10-5191-3-38
12-31-21	economic development - travel	12/31/2021	574.74	100-80-5670-3-37
Total 23250 SCHLIEVE, KATHY:			4,199.73	
23349 SCHWAAB INC.				
D014663	waste removal schedule magnets	12/22/2021	580.00	420-70-5436-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 23349 SCHWAAB INC.:			580.00	
23536 SELECTIVE INSURANCE COMPANY				
12-22-21	2022 Property & Equipment Ins	12/22/2021	35,418.00	100-16200
Total 23536 SELECTIVE INSURANCE COMPANY:			35,418.00	
23589 SHARE CORPORATION				
188019	cleaner to remove concrete splatter	12/22/2021	221.35	100-70-5410-3-36
Total 23589 SHARE CORPORATION:			221.35	
23612 SHRED-IT				
8000496255	destruction of records	12/22/2021	93.12	100-40-5211-3-38
Total 23612 SHRED-IT:			93.12	
23935 ST. CROIX COMPUTER GRAPHICS				
009990	w-2 forms/envelopes	12/31/2021	167.70	100-10-5141-3-38
Total 23935 ST. CROIX COMPUTER GRAPHICS:			167.70	
23941 ST LOUIS, THOMAS & JANE				
12-29-21	2021 Tax Refund	12/29/2021	495.00	100-13850
Total 23941 ST LOUIS, THOMAS & JANE:			495.00	
24399 STOBBS, CHARLES				
1-7-22	cell phone usage salt season - Nov-Mar	01/07/2022	90.00	100-70-5420-3-31
Total 24399 STOBBS, CHARLES:			90.00	
24400 STOBBS PLUMBING & HEATING, INC.				
12887	install valve in pump house	12/22/2021	1,398.75	100-20-5523-3-36
12955	Service - Fire Dept/Police Dept	12/29/2021	315.00	100-70-5410-3-36
Total 24400 STOBBS PLUMBING & HEATING, INC.:			1,713.75	
24470 STREICHER'S				
S1430524	9 MM Practice/9MM Duty/.380 ACP Practice	12/22/2021	3,339.90	100-40-5215-3-38
Total 24470 STREICHER'S:			3,339.90	
24816 TAYLOR ENTERPRISES OF WI, INC				
76896A-IN	Deep Fryer Maint	12/22/2021	289.00	100-20-5523-3-39
Total 24816 TAYLOR ENTERPRISES OF WI, INC:			289.00	
25061 TIPTON, ALEXANDRA				
12-22-21	Clothing allowance	12/22/2021	23.23	100-12634
Total 25061 TIPTON, ALEXANDRA:			23.23	
25143 TOTAL BUSINESS PRODUCTS				
90634	protocol binders - FD	12/29/2021	847.53	100-50-5230-3-38
90634	copies - FD	12/29/2021	149.00	100-50-5231-3-30

Invoice	Description	Invoice Date	Total Cost	GL Account
25143 TOTAL BUSINESS PRODUCTS:			996.53	
25460 TURNES, SHAWN				
12-29-21	reimbursement - fasteners for heat pan on 591	12/29/2021	7.98	100-50-5232-3-36
Total 25460 TURNES, SHAWN:			7.98	
25482 UNIFORM SHOPPE				
316166	clothing allowance	12/22/2021	160.90	100-12634
316265	clothing allowance	12/22/2021	168.85	100-12634
316845	clothing allowance	12/22/2021	65.95	100-12634
317144	crew neck cardigan	12/29/2021	107.90	100-40-5211-3-38
Total 25482 UNIFORM SHOPPE:			503.60	
25760 US CELLULAR				
0480149728	Clerk cell phone - Dec 2021	12/29/2021	66.22	100-10-5141-3-31
0480149728	Economic Developer/Administrator cell phone - Dec 2021	12/29/2021	42.92	100-10-5191-3-31
0480149728	Kast Hotspot #190 - Dec 2021	12/29/2021	68.93	100-10-5197-3-31
0480149728	Recreation cell phone - Dec 2021	12/29/2021	81.22	100-20-5513-3-31
0480149728	DPW Director/Foreman monthly cell phone - Dec 2021	12/29/2021	84.51	100-70-5420-3-31
0480149728	Library monthly cell - Dec 2021	12/29/2021	42.92	210-60-5511-3-31
Total 25760 US CELLULAR:			386.72	
26042 VANDE ZANDE & KAUFMAN, LLP				
13261	Traffic monthly attorney fees - Dec 2021	12/31/2021	1,410.00	100-10-5161-3-38
Total 26042 VANDE ZANDE & KAUFMAN, LLP:			1,410.00	
26465 VON BRIESEN & ROPER, S.C.				
376662	Personnel Issues - Nov 2021	12/22/2021	590.00	100-10-5143-3-38
376661	Waupun - Pausma Litigaton - Nov 2021	12/22/2021	855.50	100-10-5194-3-38
Total 26465 VON BRIESEN & ROPER, S.C.:			1,445.50	
26790 WAUPUN AREA ANIMAL SHELTER, INC				
JAN2022	Monthly Contract - Jan 2022	01/07/2022	1,000.00	100-40-5343-3-38
Total 26790 WAUPUN AREA ANIMAL SHELTER, INC:			1,000.00	
27000 WAUPUN EQUIPMENT COMPANY, INC.				
10693W	replace salter couplers	12/22/2021	1,362.56	100-70-5411-3-36
10647W	replace hydraulic tube on broom	12/22/2021	114.00	100-70-5411-3-36
10798W	paint	12/22/2021	11.00	100-70-5411-3-36
Total 27000 WAUPUN EQUIPMENT COMPANY, INC.:			1,487.56	
27047 WAUPUN FESTIVALS INC				
12-22-21	Close out Waupun Fest Fund 450 & turn funds over to Fe	12/22/2021	26,088.63	450-70-5436-3-38
Total 27047 WAUPUN FESTIVALS INC:			26,088.63	
27055 WAUPUN FIRE DEPARTMENT				
12-22-21	2021 Breakfast with Santa	12/22/2021	380.00	100-13850

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 27055 WAUPUN FIRE DEPARTMENT:			380.00	
27450 WAUPUN UTILITIES				
12-31-21	2020 CVMIC Workers Comp Dividend Allocation	12/31/2021	7,157.59	100-10-5196-3-38
5380	WPPI support - Nov 2021	12/22/2021	320.75	100-10-5197-3-38
5405	WPPI support - Dec 2021	12/31/2021	63.25	100-10-5197-3-38
NOV2021	Monthly utility charges	12/22/2021	120.86	100-20-5512-3-32
NOV2021	Monthly utility charges	12/22/2021	275.77	100-20-5513-3-32
NOV2021	Monthly utility charges	12/22/2021	906.18	100-20-5523-3-32
NOV2021	Monthly utility charges	12/22/2021	2,348.06	100-20-5525-3-32
NOV2021	Monthly utility charges	12/22/2021	812.55	100-40-5211-3-32
NOV2021	Monthly utility charges	12/22/2021	482.01	100-50-5231-3-32
NOV2021	Monthly utility charges	12/22/2021	16.00	100-50-5251-3-32
NOV2021	Monthly utility charges	12/22/2021	6,711.15	100-70-5410-3-32
5393	2021 Tennis/Ball Park Light Maint	12/29/2021	330.75	100-70-5410-3-36
NOV2021	Monthly utility charges	12/22/2021	1,043.35	100-70-5412-3-32
5379	Verizon Charges - DPW I-pads - Nov 2021	12/22/2021	58.05	100-70-5420-3-31
5391	Verizon Charges - DPW I-pads - Dec 2021	12/29/2021	58.05	100-70-5420-3-31
NOV2021	Monthly utility charges	12/22/2021	283.74	100-70-5441-3-32
5392	2021 Traffic Signal Maint	12/29/2021	91.00	100-70-5441-3-36
NOV2021	Monthly utility charges	12/22/2021	10,777.08	100-70-5442-3-32
NOV2021	Monthly utility charges	12/22/2021	1,553.27	210-60-5511-3-32
5396	Interest Pmt on 2009 Bus Park/Sewer Util Prom Note	01/07/2022	5,838.92	404-10-5921-6-00
5396	Principal Pmt on 2009 Bus Park/Sewer Util Prom Note	01/07/2022	36,494.00	404-25001
NOV2021	Monthly utility charges - McKinley Property	12/22/2021	115.68	408-70-5436-3-32
5382	DPW Bulk Water Usage 2021	12/22/2021	206.99	700-10-5192-3-32
NOV2021	Monthly utility charges	12/22/2021	37.83	700-10-5192-3-32
5381	Stormwater Billing & Collection Fees - Nov 2021	12/22/2021	870.00	700-10-5192-3-38
Total 27450 WAUPUN UTILITIES:			76,972.88	
27935 WELLS FARGO PAYMENT REMITT.				
ANGIE-OCT21/NOV21	4Imprint - pens for election	12/29/2021	439.47	100-10-5142-3-38
ANGIE-OCT21/NOV21	WGFOA 2021 Winter Conf	12/29/2021	220.00	100-10-5153-3-37
KATHY-OCT21/NOV21	hotel stay - Schlieve	12/29/2021	92.00	100-10-5191-3-37
KATHY-OCT21/NOV21	city hall/garage email Nov 2021	12/29/2021	184.00	100-10-5197-3-38
JEREMY-NOV21	hotel stay - WI Law Enf Exec Devel - PD - Sullivan	12/29/2021	82.00	100-40-5211-3-37
SCOTT-NOV21	hotel stay - WI Police Leadership - Louden	12/29/2021	91.00	100-40-5211-3-37
SCOTT-NOV21	Microsoft subscription - PD	12/29/2021	184.00	100-40-5211-3-38
SCOTT-NOV21	credit - Microsoft	12/29/2021	13.60	100-40-5211-3-38
BJ-OCT21/NOV21	Dove Designs - Rehab shirts	12/29/2021	648.73	100-50-5230-3-38
BJ-OCT21/NOV21	Amazon - windshield cover for 599	12/29/2021	39.99	100-50-5231-3-38
BJ-OCT21/NOV21	Dove Designs - Rehab shirts	12/29/2021	1,138.93	100-50-5231-3-38
BJ-OCT21/NOV21	overlimit fee - FD	12/29/2021	39.00	100-50-5231-3-38
BJ-OCT21/NOV21	Fuel - FD	12/29/2021	107.88	100-50-5232-3-38
BJ-OCT21/NOV21	Fuel - FD	12/29/2021	71.00	100-50-5232-3-38
BJ-OCT21/NOV21	Fuel - FD	12/29/2021	6.00	100-50-5232-3-38
BJ-OCT21/NOV21	hotel stay - Fire Insp conf - Beer	12/29/2021	178.00	100-50-5233-3-37
BJ-OCT21/NOV21	hotel stay - Fire Insp conf - Beekman	12/29/2021	178.00	100-50-5233-3-37
BJ-OCT21/NOV21	Walmart - Halloween outreach - FD	12/29/2021	272.00	100-50-5233-3-38
JEFF-OCT21/NOV21	Trail King - install new tag	12/29/2021	116.97	100-70-5411-3-36
KATHY-OCT21/NOV21	meal - Portage Peer Comm visit	12/29/2021	66.43	100-80-5670-3-37
BRET-NOV21	Spectrum Bill - library	12/29/2021	174.97	210-60-5511-3-31
ANGIE-OCT21/NOV21	Waupun Festivals Annual Form 5	12/29/2021	10.00	450-21100
Total 27935 WELLS FARGO PAYMENT REMITT.:			4,326.77	

Invoice	Description	Invoice Date	Total Cost	GL Account
28600 WI DEPT OF JUSTICE				
G3369-DEC21	G3369 - background checks - Dec 2021	12/31/2021	49.00	100-40-5213-3-38
Total 28600 WI DEPT OF JUSTICE:			49.00	
28911 WI DEPT OF REVENUE				
1-7-22	Business Registration Renewal Fee	01/07/2022	10.00	100-10-5110-3-38
Total 28911 WI DEPT OF REVENUE:			10.00	
29345 WI MUNICIPAL CLERKS ASSOC.				
1-7-22	Membership renewal 2022	01/07/2022	65.00	100-10-5141-3-34
Total 29345 WI MUNICIPAL CLERKS ASSOC.:			65.00	
29497 WI SOCIETY OF EMERGENCY SERVICES INSTRU				
1-7-22	2022 membership dues - DeMaa	01/07/2022	30.00	100-50-5234-3-34
Total 29497 WI SOCIETY OF EMERGENCY SERVICES INSTRU:			30.00	
29699 WI MEDIA				
0004258224	Redistricting ordinance	12/22/2021	535.68	100-10-5110-3-35
Total 29699 WI MEDIA:			535.68	
29900 ZARNOTH BRUSH WORKS, INC.				
0187517-IN	snow plow grease - case	12/31/2021	260.00	100-70-5411-3-36
Total 29900 ZARNOTH BRUSH WORKS, INC.:			260.00	
300180 DODGE COUNTY COURTS				
12-29-21	Paid warrant	12/29/2021	830.00	100-13850
Total 300180 DODGE COUNTY COURTS:			830.00	
300188 MARCO TECHNOLOGIES LLC				
74654708	KONMIN/BHC308 - contract	12/22/2021	244.86	100-40-5211-3-38
Total 300188 MARCO TECHNOLOGIES LLC:			244.86	
300235 ENVISION GREATER FOND DU LAC INC				
1218913	Child Care Survey Partnership	12/22/2021	2,000.00	100-80-5670-3-38
Total 300235 ENVISION GREATER FOND DU LAC INC:			2,000.00	
Grand Totals:			764,260.93	

Report GL Period Summary

GL Period	Amount
01/22	177,409.02
12/21	586,851.91
Grand Totals:	764,260.93

Vendor number hash: 4754103

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Vendor number hash - split:	6186152		
Total number of invoices:	238		
Total number of transactions:	309		

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	764,260.93	.00	764,260.93
Grand Totals:	764,260.93	.00	764,260.93

Report Criteria:

[Report].Invoice Date = 12/22/2021-01/07/2022



MINUTES
CITY OF WAUPUN PLAN COMMISSION MEETING
Waupun City Hall – 201 Main Street, Waupun, WI
Wednesday, September 29, 2021 at 4:30 p.m.

Plan Commission Members Present:

Jeff Daane
Jon Dobbratz
Jerry Medema
Julie Nickel
Elton TerBeest

Plan Commission Members Absent:

Jill Vanderkin, excused
Mike Matouschek, excused

Staff Present:

Susan Leahy Building Inspector/Zoning Administrator
Kathy Schlieve Administrator

Other:

Carla Clover
Patrick Beilfuss, Senior Planner, Cedar Corporation

CALL TO ORDER:

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

ROLL CALL:

Roll call and quorum determined.

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION:

None present.

FUTURE MEETINGS AND GATHERINGS INVOLVING THE PLAN COMMISSION

CONSIDERATION-ACTION:

1. Approval of minutes of the August 25, 2021 meeting

A motion to approve the August 25, 2021 minutes was made by Dobbratz and seconded by TerBeest, passing unanimously.

2. Public Hearing – Rezoning Petition of Charles Clover to rezone 129 N. Madison St. from the B-6 Neighborhood Commercial District to the R-4 Central Area Single Family Residential District

Public Hearing commenced to hear the petition to rezone property located at 129 N Madison St from B-6 Neighborhood Commercial District to R-4 Central Area Single Family Residential District by Charles and Carla Clover. Carla Clover is present to explain that they purchased the property from Dr. Champion and wish to convert to residential property compatible with surrounding land use. No questions from the Board. Noone is present from the public to make comment during comment period.

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

A motion to approve the Rezoning Petition of Charles Clover to rezone 129 N. Madison St. from B-6 Neighborhood Commercial District to the R-4 Central Area Single Family Residential District, as presented, was made by Dobbratz and seconded by TerBeest. Roll call: Dobbratz – Aye; Medema – Aye; Nickel – Aye; TerBeest – Aye; Daane – Aye. Motion passes 5-0.

3. Public Hearing – Ordinance to amend Chapter 16 of the Waupun Municipal Code

Public hearing commenced to consider amendments to residential zoning codes. Patrick Beilfuss, Senior Planner from Cedar Corporation, explains proposed changes which are being recommended in accordance with the city's comprehensive plan and housing study to address affordability needs within the community. Changes include a reduction in minimum lot size, zero lot line conditional use requirements, consolidation of R4 and R5 districts and renumbering of remaining districts, and the addition of accessory dwelling unit ordinance. No one is present to make public comment regarding the proposed changes.

Daane motion to close the public hearing; seconded by TerBeest, carried unanimously.

A motion to approve the Ordinance to amend Chapter 16 of the Waupun Municipal Code, as presented, was made by Dobbratz and seconded by Nickel. Discussion was had about the need to amend land use maps which must be updated to reflect proposed changes in the zoning district numbering. This is required before the ordinance can advance to council for approval. Roll Call: Medema – Aye; Nickel – Aye; TerBeest – Aye; Daane – Aye; Dobbratz – Aye. Carried 5-0.

4. CSM Review – 310 E. Main St.

A motion to approve the CSM for 310 E. Main St. was made by Ter Beest and seconded by Dobbratz. Roll Call: Nickel – Aye; TerBeest – Aye; Daane – Aye; Dobbratz – Aye; Medema- Aye. Carried 5-0.

5. CSM Review – Lot 25 Park Estates (1025/1027 Tanager St) and Lot 26 Park Estates (1029/1031 Tanager St.)

A motion to approve the CSM for Lot 25 Park Estates (1025/1027 Tanager St) and Lot 26 Park Estates (1029/1031 Tanager St.) was made by Ter Beest and seconded by Nickel. Roll Call: TerBeest – Aye; Daane- Aye; Dobbratz – Aye; Medema – Aye; Nickel – Aye. Carried 5-0.

6. CSM Review – Lot 29 Park Estates (1028/1030 Tanager St.)

Lot 29 Park Estates (1028/1030 Tanager St) was made by Dobbratz and seconded by Ter Beest. Roll Call: Daane – Aye; Dobbratz – Aye; Medema – Aye; Nickel – Aye; TerBeest – Aye. Carried 5-0.

ADJOURNMENT

The motion to adjourn was made by Dobbratz and seconded by Medema, passing unanimously. The meeting adjourned at 4:48 p.m.



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

Committee Members Present:

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

Staff Present:

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

Other:

Janelle Kartechner Stone + Suede
Lauren Tillema Stone + Suede

CALL TO ORDER

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

ROLL CALL

Roll call and quorum determined.

PERSONS WISHING TO ADDRESS THE COMMUNITY DEVELOPMENT AUTHORITY

None.

CONSIDERATION - ACTION

1. Approval of Agenda/Motion to Deviate

A motion to approve the agenda, was made by Mr. DeJager and seconded by Ms. J. Vanderkin, passing unanimously.

2. Approval of September 21, 2021 Community Development Authority Open Session Minutes

A motion to approve the September 21, 2021 Community Development Authority open session minutes was made by Ms. N. Vanderkin and seconded by Ms. J. Vanderkin, passing unanimously.

3. Approval of September 21, 2021 Community Development Authority Closed Session Minutes

A motion to approve the September 21, 2021 Community Development Authority closed session minutes was made by Mr. DeJager and seconded by Ms. VerHage, passing unanimously.

4. Approval of September 2021 Financial Statement

A motion to approve the September 2021 financial statement was made by Ms. N. Vanderkin and seconded by Ms. J. Vanderkin, passing unanimously.

STATUS OF OUTSTANDING GRANT APPLICATIONS

5. 312 E. Main Street – Targeted Reinvestment Grant

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

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

6. 312 E. Main Street – Downtown Revitalization Grant

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

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

DOWNTOWN SMALL BUSINESS COVID-19 TECHNOLOGY GRANT REQUEST

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

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

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

DISCUSSION ITEMS

8. Administrator Report

Administrator Schlieve provided the following updates:

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

ADVANCED PLANNING

9. Potential Agenda Items

- 2022 CDA Budget
- Draft CDI project

11. Date of Next Scheduled Meeting

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

ADJOURNMENT

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



MINUTES—CITY OF WAUPUN BOARD OF PUBLIC WORKS & FACILITIES

Tuesday, 11-November-2021 – via Video Conference & Teleconference - Zoom

CALL TO ORDER

Chairman Peter Kaczmarki called the meeting to order at 4:30 PM

ROLL CALL

Roll call was taken members present:

Alders—Peter Kaczmarki, Mike Matoushek, Jason Westphal (absent with notification)

Citizens—Dale Heeringa, Ryan Mielke, Dave Rens, Gregg Zonnefeld

Ex-officio—Mayor Julie Nickel, City Administrator Kathy Schlieve (absent), DPW Director Jeff Daane, Recreation Director Rachel Kaminski (absent)

PERSON WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS & FACILITIES COMMITTEE

There were no guests for public comment.

FUTURE MEETINGS AND GATHERINGS OF THE BOARD OF PUBLIC WORKS

Next meeting will be December 14th at 4:30 PM.

CONSIDERATION - ACTION

1. Approve minutes of the October 12, 2021 Board of Public Works Meeting.
Minutes of the October 12th meeting were presented. Motion (Matoushek/Zonnefeld) for approval. **MOTION CARRIED (6-0)**
2. Approve purchase of Larue D-40 Snow Blower
DPW Director Jeff Daane shared the need to secure the purchase of the snow blower contingent on Council budget approval. Approving this purchase now will lock in the price moving forward. It is hoped to get a 20-year life expectancy out of the unit. Motion (Matoushek/Rens) to approve the purchase. **MOTION CARRIED (6-0)**
3. Approve purchase of 2022 F350 Ford Super Duty Flatbed
DPW Director Daane explored purchase of a new flatbed, and a Ford unit is available until November 12th. Daane noted this is a gas unit as opposed to diesel, purchased via state contract with Ewald Automotive and flatbed through Madison Truck Equipment. Motion (Zonnefeld/Matoushek) to approve the purchase, pending budget approval through the Common Council. **MOTION CARRIED (6-0)**
4. Director Daane shared an overview of street maintenance options for 2022 that may provide similar durable value at a more affordable price. He contacted area municipalities, counties, and townships in his network to explore their best practices. Bly Street would be a potential project for 2022. The BPW inquired about touchups on previous projects and other potential sealing products to extend the life of street projects. Motion (Matoushek/Mielke) to continue to utilize microsurfacing for projects moving forward. **MOTION CARRIED (6-0)**
5. 2022 Waupun Family Aquatic Center Passes
Motion (Matoushek/Rens) to approve the sale of 2022 Family Aquatic Center pool passes through December 17th at 2021 pricing. **MOTION CARRIED (6-0)**. Final pricing for 2022 will be an action item at a future BPW meeting.
6. Discussion on electing a vice-chairperson for Board of Public Works & Facilities Committee is tabled to a future meeting.

ADJOURNMENT

Motion (Matoushek/Heeringa) to adjourn the meeting of the BPW at 4:58PM. **MOTION CARRIED (6-0)**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gregg Zonnefeld".

Gregg Zonnefeld, BPW Clerk



MINUTES
CITY OF WAUPUN – BUSINESS IMPROVEMENT
DISTRICT MEETING
In-Person & Teleconference
Wednesday, November 10, 2021 at 7:00 AM

Committee Members Present:

Kate Bresser
Terri Crisp
Gary DeJager
Rich Matravers (left at 7:31 a.m.)
Teresa Ruch
Tyler Schulz

Committee Members Absent

Austin Armga
Krista Bishop (excused)
Jonathan Leonard
Jodi Mallas (excused)

Staff Present:

Kathy Schlieve Administrator
Sarah Van Buren Community & Economic Development Coordinator

Guests:

Zac Dickhut (arrived 7:06 a.m.) Waupun Area Chamber of Commerce
Ashley VandeKolk The Parlor Hair Boutique

CALL TO ORDER:

In the absence of Ms. Bishop, Ms. Ruch called the meeting to order at 7:01 a.m.

ROLL CALL OF BOARD MEMBERS:

Roll call and quorum determined.

PUBLIC COMMENT:

None.

CONSIDER APPROVAL OF THE FOLLOWING AGENDA ITEMS:

1. Approval of Agenda/Motion to Deviate

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

2. Approval of October 13, 2021 Minutes

A motion to approve the October 13, 2021 minutes was made by Mr. Schulz and seconded by Mr. Matravers passing unanimously.

3. Approval of the October 2021 Financial Statement

A motion to approve the October 2021 financial statement was made by Mr. Matravers and seconded by Mr. Schulz, passing unanimously.

PRIOR OUTSTANDING APPLICATIONS:

4. The Parlor Hair Boutique (8 W. Main St.)

Ms. VandeKolk provided an update on her project and discussed the various technical difficulties that have occurred over the past two month. Once the color issues were worked out, the vendor ran into printing difficulties. The sign has now been printed but the brackets have gone missing which is delaying installation. Ms. VandeKolk would like a 30-day extension.

A motion to extend the grant for 30 days to allow for the installation of the sign and reimbursement of funds

as made by Mr. DeJager and seconded by Mr. Schulz, passing unanimously.

Mr. Dickhut arrived at 7:06 a.m.

DISCUSSION ITEMS:

5. Downtown Market Analysis Update

The small group continues to meet every other week. Over the past month, the survey was finalized and distributed for community member and downtown business owner responses. The survey closed November 1, 2021. 119 community members and 37 downtown businesses took the survey. A small group was able to meeting with representatives of the City of Portage on October 25, 2021 to learn more about how their downtown is successful.

6. Administrator Update

Mr. Matravers left the meeting at 7:31 a.m.

Administrator Schlieve provided the following updates:

- Continue to work with owner of 431 E. Main St. regarding the needed improvements to the space in order for an interested business to start occupying the space in January. Staff is hoping to present a plan to this group in December.
- Working on CDI grant for 417 E. Main St. and staff is working on getting the appropriate costs estimates for green space and back alley improvements to be included in the request.
- Council approved the 2022 budget on November 9, 2021. The school district mill rate decreased by \$1, which will have an impact on TID budgets, including that of the CDA.
- Staff has been busy responding to state ARPA grants. There are three projects that are being submitted; the Senior Center, Implementation of McCune Park Master Plan, and new turf for the baseball complex.
- Continuing through due diligence process of the industrial park project.

7. Waupun Area Chamber of Commerce Update

Mr. Dickhut provided a brief organizational update regarding the Chamber. Most of the work as of late has centered on gaining a better understanding of what various groups within the community are engaged in. This will help the Chamber better focus on supporting efforts rather than leading the various events.

ADVANCED PLANNING:

8. Potential Agenda Items

- Grant updates
- Downtown Market Analysis
- 2022 Budget

9. Date of Next Scheduled Meeting

The next meeting is scheduled for December 8, 2021 at 7:00 a.m.

ADJOURNMENT

The motion to adjourn was made by Ms. Bresser and seconded by Mr. Schulz passing unanimously. The meeting adjourned at 7:40 a.m.



MINUTES
CITY OF WAUPUN ECONOMIC DEVELOPMENT
COMMITTEE MEETING
Video, Teleconference, and In Person (Waupun City
Hall-201 E. Main Street, Waupun WI)
Tuesday, November 30, 2021 at 4:30 p.m.

Committee Members Present:

Steve Brooks (arrived 4:33 p.m.).....	Waupun Utilities
Rohn Bishop	City Council
Jim Cleveland	Envision Great Fond du Lac
Pete Kaczmariski.....	City Council
Julie Nickel	Mayor
Jason Westphal	City Council

Staff Present:

Jeff Daane	Public Works Director
Michelle Kast	Finance Director
Kathy Schlieve	Administrator
Sarah Van Buren	Community & Economic Development Coordinator
Dan VandeZande	City Attorney

CALL TO ORDER:

Mr. Kaczmariski called the meeting of the Economic Development Committee meeting to order at 4:32 p.m.

ROLL CALL OF BOARD MEMBERS:

Roll call and quorum determined.

PUBLIC COMMENT:

None.

Mr. Brooks arrived at 4:33 p.m.

CONSIDER APPROVAL OF THE FOLLOWING AGENDA ITEMS:

- 1. Approval of Agenda/Motion to Deviate**
A motion to approve the agenda was made by Mr. Westphal and seconded by Mayor Nickel, passing unanimously.
- 2. Approval of September 28, 2021 Economic Development Committee Minutes**
A motion to approve the September 28, 2021 Economic Development Committee minutes was made by Mr. Westphal and seconded by Mayor Nickel, passing unanimously.
- 3. Approval of September 28, 2021 Economic Development Committee Closed Session Minutes**
A motion to approve the September 28, 2021 Economic Development Committee Closed Session minutes was made by Mr. Westphal and seconded by Mayor Nickel, passing unanimously.

ADJOURN TO CLOSED SESSION:

A motion was made by Mayor Nickel and seconded by Mr. Westphal to adjourn into closed session under Section 19.85 (1) of the WI Statutes for:

(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. Motion was unanimously approved.

- 4. Investing Public Funds in Waupun Industrial Park**
- 5. Investing Public Funds at 103 Gateway Drive**
- 6. Investing Public Funds in TID 3 at 417 E. Main**
- 7. Investing Public Funds in TID 6 at 520 McKinley Street**

RECONVENE TO OPEN SESSION

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

ACTION FROM CLOSED SESSION

None

ADVANCED PLANNING:

8. Potential Agenda Items

- Will be determined, as needed.

9. Date of Next Scheduled Meeting

The next meeting will be December 28, 2021 at 4:30 p.m. Due to the pace of opportunities presented, the members are willing to be flexible with future meeting dates and times.

ADJOURNMENT

The motion to adjourn was made by Mr. Westphal and seconded by Mayor Nickel, passing unanimously. The meeting adjourned at 6:03 p.m.

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, December 13, 2021**

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

Commissioners Bishop, Daane, Heeringa, Homan, Kaczmariski, Thurmer and Vanderkin were present.

Motion made by Vanderkin, seconded by Bishop and unanimously carried, to approve minutes from the November 8, 2021 meeting.

On motion by Bishop, seconded by Daane and unanimously carried, bills for month of November 2021 were approved as presented.

On motion by Kaczmariski, seconded by Thurmer and unanimously carried, year-to-date financial reports through October 2021 were approved as presented. Electric operating income was \$361,500 or \$221,800 above budget from higher than budgeted PCAC pass-through revenues and lower overall expenses / customer work. Water operating income was \$658,500 or \$135,100 above budget from lower than budgeted operating expenses. Sewer operating income (loss) was (\$190,700) or (\$386,500) below budget largely due to decrease in public authority consumption related to COVID-19 operational changes and increased expenses incurred during WWTP construction.

General Manager Brooks reported on recent outages and routine electric work being completed. Crews have begun to install new infrastructure for the first unit of Maple Tree Townhomes Development, with remaining infrastructure to be completed spring of 2022. An update was provided on Assembly Bill 588, with the bill aiming to clarify who can own and operate electric vehicle charging stations. Lobbying groups want to ensure no local taxpayer dollars are being used to fund such efforts. Public power utilities are not reliant upon taxpayer dollars. Our power provider WPPI will be supporting the bill because it allows our members to pursue our public charging goals of having charging stations for electric vehicles available within our community.

Commissioner Thurmer asked that General Manager Brooks relay thanks to crews on fast response time of outages and for making the necessary repairs to restore power. All commissioners were in agreement that staff does an amazing job. General Manager Brooks said that it is a testament of how well the crew knows the system which helps to minimize outage time. Treatment Facilities and Operations Superintendent Schramm also commended electric crew for quick efforts and response. The electric crew did a great job getting power restored in a timely matter to allow his staff to get their operations back up and running for both water and wastewater treatment facilities.

Treatment Facilities and Operations Superintendent Schramm reported it was a quiet month overall for facilities. The temporary solids handling belt press has been decommissioned, thoroughly cleaned and is in route back to Michigan. Biosolids handling buildings have gained temporary occupancy which allows operations to gain a key process component and will operate at normal full capacity. Distribution/collection system crew will be out televising and flushing the sanitary sewer system for approximately the next month and a half as part of our preventative maintenance program. A picture slideshow of progress made at the WWTP and the ABNR project was shown. The project is progressing nicely.

Motion made by Vanderkin, seconded by Homan, to adjourn in closed session under Section 19.85 (1) (c) and (e) of the WI Statutes. Motion carried unanimously.

Motion made by Bishop, seconded by Homan, and unanimously carried to reconvene in open session under Section 19.85 (2) of WI Statutes. The Commission agreed to further the discussion on the closed session topic at a special Commission Meeting scheduled for Monday, December 20th at noon at the Utility administration building and deferred any action until further documentation to be provided by Management can be reviewed.

On motion by Bishop, seconded by Daane and unanimously carried, meeting was adjourned at 5:26 p.m.

The next regular commission meeting is scheduled on January 10, 2022, at 4:00 p.m.

Jen Benson
Office & Customer Service Lead



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, December 14, 2021 at 6:00 PM

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

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

ROLL CALL

Council in attendance on roll call is:

Virtually: None

In-Person: Mayor Nickel, Alderman Kaczmariski, Alderman Langford, Alderman Bishop, Alderman Vanderkin, Alderman Matoushek, Alderman Westphal

Members absent and excused: None

Management Staff present is:

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

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

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

City Staff present is:

Virtually: Community and Economic Development Coordinator VanBuren

In-Person: Asst. to the Fire Chief Beer

Audience in attendance is:

Virtually: Jason Whitford

In-Person: Mark, Kim, and Matt Bunkoske; Frank Mesa; Mike Krueger of LifeStar

Media in attendance:

Virtually: None

In-Person: Ken Thomas of the Daily Citizen

The Mayor deviates from the order of the agenda due to time constraints and calls to move to item:

27. Approve Contract Addendum with Lifestar Ambulance

Mike Krueger is present. The City and Lifestar are in agreement with the agreement and addendum provided.

Motion Vanderkin, second Kaczmariski to approve the agreement and addendum between the City of Waupun and Lifestar for ambulance services. Motion carried 6-0 on roll call.

PUBLIC HEARING

1. City of Waupun 2022 Taxi Fares

Motion Matoushek, second Westphal to call the Public Hearing to open. Motion carried 6-0.

Kast informs the Council of the RFP process for the 2022 shared ride taxi service that was conducted, in which Brown Cab was awarded. The Transit Committee made recommendation to the Council the adoption of the proposed rates.

Close Public Hearing

No audience participation for the public hearing is heard. Motion Matoushek, second Bishop to close the public hearing. Motion carried 6-0.

Motion Matoushek, second Bishop to adopt the proposed rates for the 2022 taxi fares. Motion carried 6-0 on roll call.

PERSONS WISHING TO ADDRESS COUNCIL

Mark and Kim Bunkoske of 928 Rock Avenue appear before the Council. Bunkoske's are contesting the Board of Public Work's ruling on October 12, 2021 in which their request for the City to place fencing, due to Newton/Rock Avenue construction, was denied. Bunkoske also questions for placement of hedges in the place of fencing. Frank Mesa voices his concerns with safety due to the rock placement.

Motion Bishop, second Kaczmariski to approve \$2,500 to Mark and Kim Bunkoske upon completion of hedge placement which is estimated to be in 2022. Motion carried 6-0 on roll call.

CONSENT AGENDA

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

RESOLUTIONS AND ORDINANCES:

21. Ordinance to Amend Ch.16.01 (10) Zoning Ordinance-Zoning Map

At the September 29, 2021 Plan Commission meeting, recommendation was made to Council to adopt this Ordinance for consideration to residential zoning codes.

Motion Westphal, second Matoushek to waive the first reading and adopt Ordinance 21-11 to amend Ch. 16.01(10) Zoning Ordinance- Zoning Map. Motion carried 6-0 on roll call.

22. Resolution to Close Accounting Fund 450 (Waupun Festivals Fund)

A resolution is before the Council for closing the Waupun Festivals Fund as the City's responsibilities will now shift to Waupun Festivals Inc.

Motion Langford, second Matoushek to approve Resolution 12-14-21-01 to close accounting fund 450, known as the Waupun Festivals Fund. Motion carried 6-0 on roll call.

BOARD/COMMITTEE/COMMISSIONS

23. Accept Resignation from Business Improvement District Board - Terri Crisp

Motion Bishop, second Vanderkin to accept Terri Crisp's resignation to the seat of Business Improvement District Representative. Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

24. 2021 Accomplishments

City Staff provided the highlights of 2021 from their department.

25. Approve Tourism Request to Support Christmas Trolley Expenditure

No action due to the request of My Property Shoppe.

26. 2022 Fire Department Equipment and Personnel Billable Rates

Chief Demaa provides the billable fire department rates for 2022 for consideration.

Motion Bishop, second Matoushek to adopt the 2022 Fire Department Equipment and Personnel billable rates. Motion carried 6-0 on roll call.

28. Accept and Allocate Fond du Lac County Sales & Use Tax

For 2022, the Fond du Lac County Board voted to distribute a portion of the .5% sales tax proceeds to communities across the county. The allocation requires that the governing body vote to accept and authorize use of the funds. Waupun's allocations is \$30,899. Staff recommends that the funds be used to support a .5 FTE economic development position that will allow us to retain the Community and Economic Development Coordinator position full time. The position is critical to support grant work surrounding ARPA, EDA, Build Back Better and the latest infrastructure bill. A formal action specific to acceptance and use is required per the attached memo from County Executive Buechel to receive the funds.

Motion Bishop, second Matoushek to accept 2022 Fond du Lac County sales and use tax funds in the amount of

\$30,899 and designate those funds to fund a portion of the Community and Economic Development Coordinator position as presented and previously approved in the 2022 budget adoption for the City of Waupun. Motion carried 6-0 on roll call.

29. Establish the Waupun Community Fund in Partnership with the Fond du Lac Area Foundation

Staff periodically receive requests from individuals looking to give back to the community who are wondering whether the city has an endowment fund to accept cash donations. We do not currently have such a fund but staff has investigated options and identified the Fond du Lac Area Foundation (FAF) as a logical partner in creation and oversight of such a fund. FAF manages a portfolio of more than \$70M and provides similar oversight for community funds for Fond du Lac, Beaver Dam, Oakfield and various non-profits. An agreement with the Fond du Lac Area Foundation (FAF) is before the Council for consideration, to establish and manage the Waupun Community Fund. The fund will serve the City of Waupun by supporting programs and projects that improve quality of life and help to build a stronger community. A local Advisory Board will be established to oversee fund management and utilization. Once established, the fund will allow individuals to make tax deductible donations to specific, community-based project. An initial gift from a local business is in discussion right now that would be used to start the fund.

Motion Bishop, Matoushek to approve the agreement with the Fond du Lac Area Foundation to start the Waupun Community Fund. Motion carried 6-0 on roll call.

30. Consideration of Holding Primary Election for Office of Mayor and Aldermanic Districts 2, 4, and 6 on February 15, 2022

Motion Bishop, second Langford to deny holding 2022 Primary Election for the local municipal races of Mayor and Aldermanic Districts 2, 4, and 6 if there is more than twice the number of candidates filing for these seats. Motion carried 6-0 on roll call.

31. 2022-2023 Election Inspectors

Motion Matoushek, second Bishop to approve the 2022-2023 City of Waupun Election Inspectors. Motion carried 6-0 on roll call.

32. COVID-19 Policy Update - Law Enforcement Guidance

Update to the COVID-19 policy due to law enforcement guidance and exemption is provided.

Motion Matoushek, second Vanderkin to approve the update to the COVID-19 Policy to include law enforcement protocol and exemption. Motion carried 6-0 on roll call.

CLOSED SESSION

At 7:06pm, Motion Vanderkin, second Bishop to adjourn in closed session under Section 19.85 (1) (e) (g) of the WI Statutes for purposes of Investment in Waupun Industrial Park and Confer with Legal Counsel on possible litigation for property located at 331 Bly Street. Motion carried 6-0.

OPEN SESSION

At 7:56pm, Motion Westphal, second Vanderkin to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action is taken in open session.

ADJOURNMENT

At 7:57pm, Motion Vanderkin, second Matoushek to call the meeting adjourned. Motion carried 6-0.

**Minutes of the Waupun Public Library Board Meeting
Wednesday, December 15, 2021**

The Waupun Public Library Board was called to order by Beverly Martens, President, at 4:30 p.m. on Wednesday, December 15, 2021. Present were, Schultz, Gehl, Garcia, Jaeger, and Rohrer. Sullivan and Hintze were present via Zoom. Langford was present briefly, and left in order to attend another City meeting.

ARTICLE I: Motion by Gehl, supported by Martens, to accept the minutes of the November 17, 2021 meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics are beginning to look better.

- a. Circulated/downloaded/loaned: 105,848 items through the end of November.
- b. Curbside service: handled 1,781 transactions through the end of November.

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

ARTICLE V:

- a. Motion by Hintze, supported by Sullivan, to pay the December bills. Motion carried on 6-0 roll call.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarians' Report.

a. **Interior Signage:** Bret and Pam met with Warrior Fabrication December 9th as the interior signage project continues.

b. **Programs:** "Crafting through Christmas" began November 9, with a weekly adult craft for 4 weeks. November 29, sled ornament; December 6, a mason jar luminary; December 13, Scandinavian trees; December 20, mint sugar scrub.

c. **Employment of minors:** The State Legislature is discussing a bill (SB 332) which would allow minors under 16 years old to work later in the evening and earlier in the morning. It has been moved from the Senate to the Assembly. For the library, if it passes, it would mean 14 and 15 year old Pages could work until 8 pm on a school night. However, they would still be limited to working 3 hours on a school night.

d. Thursday, December 23, while the Library is closed, Tru Clean Cleaners will be giving the 1st floor carpets a deep clean. They will concentrate on the area of the Library affected by the bathroom leak that occurred a couple of months ago

.

ARTICLE VIII: Old Business:

a. **Meeting Rooms:** A lengthy discussion was held concerning opening the library meeting rooms to the public. In the discussion the Board acknowledged the wishes of many to use the rooms, but also recognized and addressed the concerns of increased levels of COVID at this time. Motion by Schultz, supported by Sullivan, that all meeting rooms remain closed to the public until the Board sees consistent data in a low number of COVID infections and is comfortable with the level of COVID infections in data received. Motion carried UNANIMOUSLY. Meeting rooms will continue to be on future agendas.

ARTICLE IX: No New Business.

ARTICLE X: Motion by Rohrer, supported by Gehl, to adjourn at 5:04 p.m. Motion carried.

***Next tentative meeting: Wednesday, January 19, 2022 at 4:30 p.m. The Board will meet face to face at the Library, with some members attending virtually. Efforts will be made to provide availability for those unable to attend in person.**

SANDRA ROHRER Secretary
SR/bkj

**Minutes of a Special Meeting of the
Waupun Utilities Commission
Monday, December 20, 2021**

The meeting was called to order by President Heeringa at 12:00 p.m.

Commissioners Bishop, Daane, Heeringa, Homan, Kaczmarski, Thurmer, and Vanderkin were present.

Motion made by Thurmer, seconded by Bishop, to adjourn in closed session under Section 19.85 (1) (c) of the WI Statutes. Motion carried unanimously.

Motion made by Vanderkin, seconded by Daane, and unanimously carried to reconvene in open session under Section 19.85 (2) of WI Statutes. No further action in open session.

On motion by Vanderkin, seconded by Daane and unanimously carried, the meeting was adjourned at 1:07 p.m.

Jeff Stanek, CPA
Finance Director



MINUTES
CITY OF WAUPUN SPECIAL COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Thursday, January 06, 2022 at 4:30 PM

CALL TO ORDER

Mayor Nickel called the meeting to order at 4:30pm.

ROLL CALL

Council in attendance on roll call is:

Virtually: Mayor Nickel

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

Members absent and excused: Alderman Vanderkin

Management Staff present is:

Virtually: Clerk Hull, Finance Director Kast

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

Staff absent and excused: Attorney VandeZande, Police Chief Louden, Library Director Jaeger, Recreation Director Kaminski, Fire Chief Demaa, Utility Finance Director Stanek, General Utility Manager Brooks

City Staff present is:

Virtually: None

In-Person: None

Audience in attendance is:

Virtually: None

In-Person: None

Media in attendance:

Virtually: None

In-Person: None

CONSIDERATION – ACTION

COVID-19 Policy Update

CDC guidelines have relaxed the 10-day waiting period to 5 days. The policy is revised to meet these new guidelines.

Motion Matoushek, second Westphal to accept the updated COVID-19 Plan policy. Motion carried 5-0 on roll call.

CLOSED SESSION

At 4:35pm, Motion Langford, second Bishop to adjourn in closed session under Section 19.85 (1) (e) (g) of the WI Statutes for Negotiating investment of public funds for land at N11456 State Road 26. Motion carried 5-0.

OPEN SESSION

At 5:11pm, Motion Westphal, second Bishop to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

ACTION FROM CLOSED SESSION

No action is taken in open session.

ADJOURNMENT

At 5:12pm, Motion Bishop, second Matoushek to call the meeting adjourned. Motion carried 5-0.



Waupun Fire Department

16 E. Main Street Waupun, WI 53963

Non-emergency Number: 920-324-7910

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

Monthly Report

Date: January 7, 2022
To: Mayor, Council, City Administrator, and PFC
From: Fire Chief, B.J. DeMaa
Re: December report

Fire Calls:

There were ten (10) fire & rescue calls in the month of December for a total of one hundred thirty-one (131) in 2021.

Time of Day:						
12A – 4A	4A – 8A	8A – 12P	12P – 4P	4P – 8P	8P – 12A	Total
2	3	2	1	1	1	10

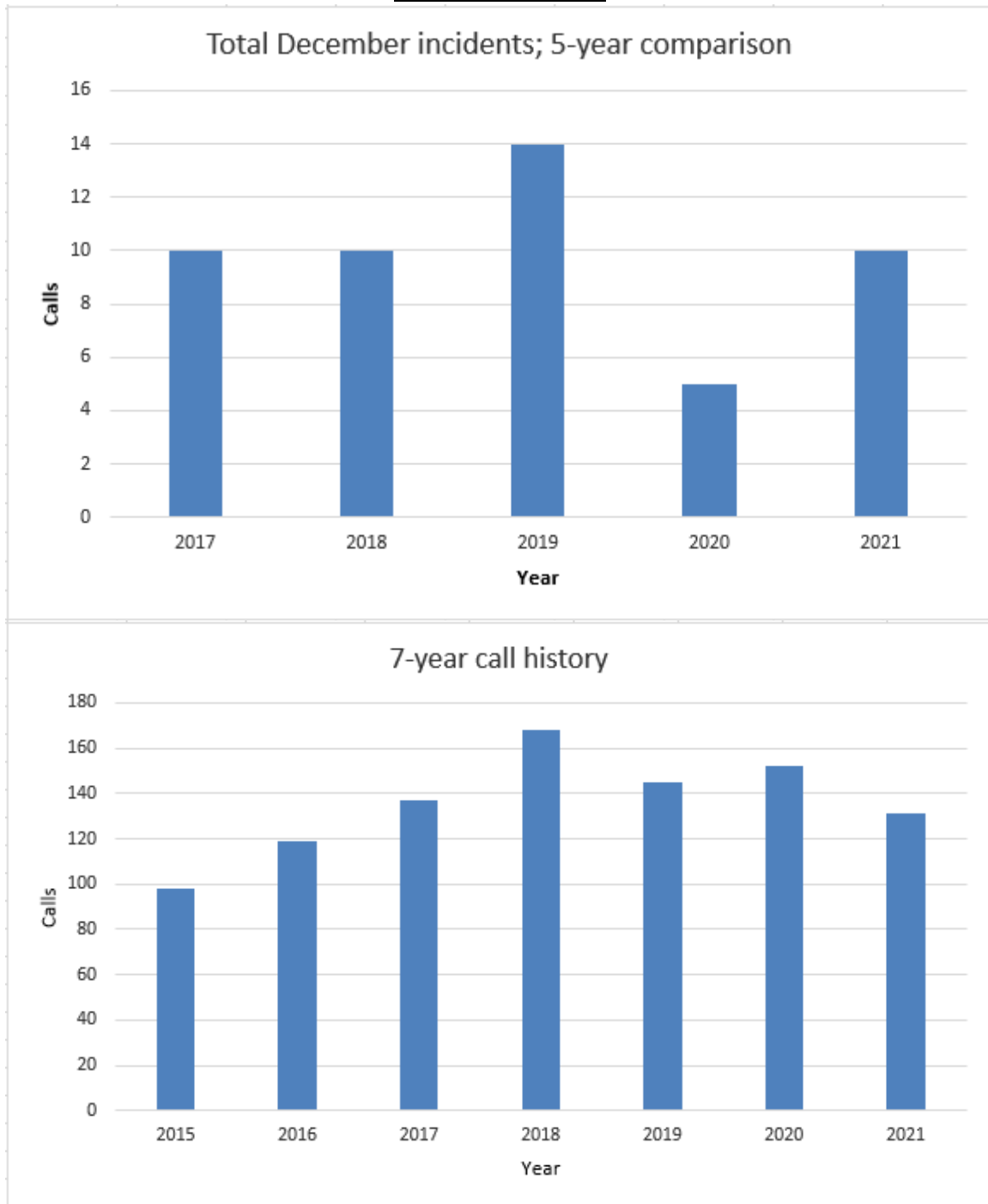
* 70% of fire calls came in during prime working hours.

Day of Week:							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total
0	0	2	2	4	1	1	10

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

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

Call Summary:



Department Information:

Finalized Lexipol agreement which will formalize the process for a much needed overhaul of fire department policies and procedures.

Met with Cedar Corp to provide input on Fire Department building needs as of today and based on future growth.

Staffing:

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

The following firefighters were recognize for milestone anniversaries (Years of Service):

- Paul Beder – 30 years (now retired)
- Mike Beer – 25 years
- Brad Schouten – 25 years
- Nate Schears – 5 years
- Rick Searvogel – 5 years

Inspections:

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

Training:

December training consisted of annual SCBA mask fit testing and PPE inspections.

Emergency Government:

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

EMS:

Working with 1 EMR on rescheduling their National Registry test.

Bi-weekly training continues until we go live. We have received verbal confirmation from the State of WI that we will be approved for our February 1 start date.

January 7, 2022

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

We have purchased a 2007 Ford MedTech E-450 ambulance from Horicon as an EMR response vehicle. This was an approved equipment purchase in the 2022 budget.

WAUPUN POLICE DEPARTMENT

Monthly City Council Report

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

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

Total Number of Calls for this reporting period: 860

72 HOUR DETENTION	4	NEIGHBOR DISPUTE	1
911 CHECK	8	NOISE COMPLAINT	1
911 MISDIAL	5	NOTIFY MED EXAMINER	1
ABANDONED VEHICLE	1	OCCUPIED DISABLED	4
ACCIDENT	5	OFFICER STAND BY	4
ACCIDENT W/BLOCKAGE	1	OPEN DOOR	2
ACCIDENT/INJURIES	1	ORDINANCE VIOLATION	1
ALARM TEST	5	PAPER SERVICE	3
ANIMAL COMPLAINT	10	PARKING ENFORCEMENT	11
ASSIST CITIZEN	27	PRISONER TRANSPORT	3
ASSIST MOTORIST	1	PROBATION HOLD/VIOL	1
ASSIST OTHER AGENCY	12	RECKLESS DRIVER	8
ATTEMPT TO LOCATE	2	SCAM	3
AUTO THEFT	1	SEARCH WARRANT	1
BUILDING CHECK	25	SEX OFFENDER	1
BURGLARY	1	SHOPLIFTER	1
CAR IN DITCH	1	SPECIAL ASSIGNMENT	12
CARCASS IN ROADWAY	1	STRUCTURE FIRE	1
CHARLIE	1	SUBJECT STOP	2
CHECK WELFARE	22	SUSP ACTIVITY	12
CIVIL PROBLEM	5	SUSPICIOUS VEHICLE	6
CLICK IT GRANT	1	TAVERN CHECKS	2
COMMUNITY POLICING	1	THEFT	7
COUNTY AMBULANCE	61	THREAT COMPLAINT	4
COURT ORDER VIOLAT	1	TRAFFIC ENFORC DAP	11
CR DAMAGE TO PROP	1	TRAFFIC PROBLEM	13
DIRECTED AREA PATROL	196	TRAFFIC STOP	95
DISORDERLY CONDUCT	4	TRESPASSING	2
DOMESTIC DISPUTE	7	WARRANT	3
DRUGS/NARCOTICS	1	WARRANT OTHER AGENCY	4
ESCORT FUNERAL	7	WAUPUN ORDINANCE	2
EXTRA PATROL	80	WEATHER RELATED INFO	1
FIGHT	2		
FIRE ALARM	2		
FOLLOW UP	65		
FOOT PATROL	6		
FOUND ANIMAL	5		
FOUND JUVENILE	1		
FOUND PROPERTY	6		
FRAUD/FORGERY	2		
HARASSMENT	4		
HIT AND RUN	2		
HOUSE WATCH REQUEST	24		
INFO TO DOCUMENT	2		
INFORMATION	1		
INTOXICATED DRIVER	1		
INTOXICATED SUBJECT	1		
INTRUSION ALARM	6		
JUVENILE PROBLEM	6		
LAW ASSIST FIRE	1		
LOITERING	1		

Waupun Police Department Update –December Report

Meetings – Dodge and FDL County LEX Meeting, FDL Drug Unit Meeting, Community Corrections, Disturbance Control and Waupun Public Safety Meeting.

Training – Firearms Training, Spillman/Motorola RMS Meetings/Coding training.

Evidence Room- continue purging, destroying and returning evidence.

Events/Reports – Christmas Parade, and Shop with a Cop.

Hiring process –Officer Papia and Hague graduated from the academy and will start Field Training in January. Officer Giles is in Field Training (needs academy which will start in January).

Complaints

2021-2040 Sex assault of child complaint- delayed disclosure for incident that happened appx. 4 years prior. Adult male not identified and incident was not substantiated.

2021-2047 Sex assault of child complaint- juvenile male reported delayed disclosure of sexual assault by father appx. 4 years prior; child lived in Kansas and was interviewed by Kansas CPS. Incident was not substantiated during child forensic interview and no charges at this time.

2021-0712 Sent drugs to WSCL for testing at request of Dodge DA's office. Results pending

2021-1054 Search warrant executed at 17 ½ N. Madison St.; assisted in processing all evidence for case and taking photos. Drugs & paraphernalia recovered and charges forwarded to FDL DA's office

2014-2826 Burglary investigation/latent print results; received latent print results from WSCL. Prints were not pertinent to case and suspect already charged/convicted in case

2019-2224 Homicide trial prep and sent blood evidence to WSCL for analysis per DA's request. Results received and documented.

2021-0248 Weapons had been retained for safekeeping; request for transfer to 3rd party and background checks completed and weapons released to father of suspect

Department Awards

Life Saving Award

Officer Annie Cedarquist X3 and pin
Officer Graham Dumke X2 and pin
Officer Ali Tipton

Commendation Award

Lieutenant Robert Williams
Officer AJ Halverson

Military Veteran Pin
Officer Graham Dumke

Drug Task Force Pin
Officer AJ Halverson

Certificate of Appreciation
Officer Trevor Kreitzman
Officer AJ Halverson

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

January 2022

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

Re: Report to Common Council

A. Statistics

For 2021, we circulated/downloaded/loaned 114,746 items, with curbside and drive thru window service handling 1,857 transactions.

B. Interior signage

We are expecting interior signage options by the end of the month from the Warrior Fabrication class.

C. Bubblers replacement

The 24-year-old bubbler on the first floor, which has been leaking on and off for years, has been replaced with a new bubbler. The new bubbler includes a hands-free water bottle filler.

D. Carpet cleaning

On December 23 and 24, TruClean deep cleaned the entire first floor carpets. This was planned so the carpets would be dry by the time we opened on December 27.

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

DECEMBER 2021 SENIOR CENTER ACTIVITY ATTENDANCE: 1,033 participants (52 participants/day)

- **SIA Insurance Bingo:** 33 participants
- **Book Club:** 10 participants
- **Drug Repository:** 2 participants
- **Fitness Center:** 335 participants
- **Tech Support:** 6 participants
- **Buddy Bingo:** 31 participants
- **Foot Care Clinic:** 34 participants
- **Eyeglass Adjustments:** 6 participants
- **Craft Club:** 17 participants
- **Euchre:** 89 participants
- **Sheepshead:** 128 participants
- **Golf Cards:** 47 participants
- **Hand & Foot Cards:** 49 participants
- **Se7ens Cards:** 39 participants
- **Historical Society Tour:** 13 participants
- **Pool:** 18 participants
- **Knit-Wits:** 31 participants
- **Yoga:** 152 participants
- **Aerobics & Tone:** 97 participants
- **Board Games:** 67 participants
- **Movie Afternoon:** 18 participants
- **Curbside Lunch:**
- **Mobile Meals:**
- **Pickleball:** 128 participants
- **Dementia Friends:** 5 participants
- **Drums:** 18 participants

JANUARY ACTIVITY CALENDAR

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 CLOSED Mobile meals and curbside meals only.	4 8am Fitness Center 9am Hand & Foot Cards 10am Lunch 10:30am Tone 2pm Drums	5 8am Fitness Center 9am Dice 10am Lunch 10:30am Aerobics I 1pm Sheepshead 6:15pm Knit-Wits	6 8am Fitness Center 8:30am Foot Care 9am Dominoes 10am Lunch 10:30am Yoga II 1pm Sheepshead	7 8am Fitness Center 9am Se7ens 10am Lunch 10:30am Aerobics II
10 8am Fitness Center 9am Marbles 10am Lunch 10:30am Yoga I 1pm Euchre 1pm Golf Cards 6pm Pickleball	11 8am Fitness Center 9am Hand & Foot Cards 10am Lunch 10:30am Tone 11:30am Craft Club 2pm Drums	12 8am Fitness Center 9am Dice 10am Lunch 10:30am Aerobics I 1pm Sheepshead 1pm Decorating 6:15pm Knit-Wits	13 8am Fitness Center 9am Dominoes 10am Lunch 10:30am Yoga II 1pm Sheepshead	14 8am Fitness Center 9am Se7ens 10am Lunch 10:30am Aerobics II 1pm SIA Bingo
17 8am Fitness Center 9am Marbles 10am Lunch 10:30am Yoga I 1pm Euchre 1pm Golf Cards 6pm Pickleball	18 8am Fitness Center 9am Hand & Foot Cards 10am Lunch 10:30am Tone 12:30pm Dementia Friendly 2pm Drums	19 8am Fitness Center 9am Dice 10am Lunch 10:30am Aerobics I 12:30pm Eyeglasses 1pm Sheepshead 6:15pm Knit-Wits	20 8am Fitness Center 8:30am Foot Care 9am Dominoes 10am Lunch 10:30am Yoga II 1pm Sheepshead	21 8am Fitness Center 9am Se7ens 10:30am Aerobics 1pm Bingo
24 8am Fitness Center 9am Marbles 10am Lunch 10:30am Yoga I 1pm Euchre 1pm Golf Cards 6pm Pickleball	25 8am Fitness Center 9am Hand & Foot Cards 10am Lunch 10:30am Tone 11:30am Computer Classes 2pm Drums	26 8am Fitness Center 9am Dice 10am Lunch 10:30am Aerobics I 1pm Sheepshead 6:15pm Knit-Wits	27 8am Fitness Center 9am Dominoes 10am Lunch 10:30am Yoga II 1pm Sheepshead	28 8am Fitness Center 9am Se7ens 9am Book Club 10:30am Aerobics II
31 8am Fitness Center 9am Marbles 10am Lunch 10:30am Yoga I 1pm Euchre 1pm Golf Cards 6pm Pickleball				
SCHEDULE IS SUBJECT TO CHANGES				
Please 324-7930 to verify and register for activities and lunch curbside lunch.				

January 5, 2022

1. **Current Projects:**

- Oak Lane Pond is complete. We are waiting for invoices from the construction company to submit grand reimbursement paperwork.
- Attended Rock River Storm Water Group meeting,
- Waupun Festivals Memo of Understanding
- Met with Airgas to go over tank inventory and order thanks for 2022
- Met with Cintas
- Looking at future salt storage options.
- Working with Firstnet for Cell phones.
- Attended Festivals Meeting
- Working on Budget items, Capital Improvement Budget, and 5 Year Street Plan
- LAPWA Meeting
- Met with Slipstream to discuss an energy efficiency plan for the city. They are checking to see if they have capacity to help us write a grant to create a plan.
- Working on Wayfinding signs.
- Transportation Utility. RA Smith was given some more property information. This step should be completed soon.
- Working with Cedar Corp on building/park improvements.
- Gathering information for grants.
- Looking over development plans working with MSA to insure stormwater requirements are met.
- Updating quotes for future projects
- The tennis courts at Dodge Park are in need of major repairs or replacement. With tennis courts open to the public at the school. The Board of Public works and Facilities has us looking into some other options. Game tables, bag toss, ladder toss and Gaga ball pits.
- Working on 2022 Aquatic center items for next Board of Public works and Facilities meeting.

2. **DPW Crew Projects**

- Blow down boilers
 - Brush Pick-up
 - Clean Equipment
 - Clean inlets
 - Diggers Hotline Locates
 - Fill potholes
 - Fix picnic tables
 - Haul Brush Bins
 - Haul Snow
 - Install signs
 - Load trucks
 - Plow Snow
-

-
- Raise and lower flags
 - Remove screens from inlets on Harris Ave.
 - Paint Barricades
 - Repair Inlet
 - Replace Signs
 - Salt Streets
 - Spray Streets
 - Storm Cleanup
 - Street Sweeping
 - Trim Trees
 - Vehicle Maintenance
 - Water Trees

Administrative Assistant

- 2022 Sidewalk Bid
- Equipment Repair Reports for Michelle – verified that all information that was in Cartegraph transferred to IWorq to create the reports.
- Invoice Country Fire Department for equipment maintenance.
- Scan property information including building permits, plans, occupancy permits, etc.
- Plan Commission Agenda
- Update Website with 2022 garbage calendar / tax information / employment / RFP's.
- Review building permit fees from 2009 – 2021 for municipal projects
- Assessment Letters
- Assisted Clerk's office with tax collection
- Updated tree planting application
- Created Maps for multiple departments (Police / Administrator / Clerk / DPW)
- Garbage complaints
- Updated storm sewer maps with street projects (Harris / Rock Ave / Newton Ave / Tanager St.)
- Building Permit Reports
- Invoice for Special Assessment Letters
- Verified addresses in WisVote
- Setup zoom meeting for Plan Commission, Zoning Board and Board of Public Works
- Assign account #'s to bills.

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

TO: Mayor & Common Council
 FROM: Susan Leahy
 SUBJECT: Building Permits for DECEMBER 2021

DODGE COUNTY

NO	HOLDER	ADDRESS	TYPE	FEE	COST
21-	279 Kartechner & Tillema	417 East Main Street	Complete Remodel of building	\$1,200.00	\$200,000.00
21-	280 Maple Tree Townhomes	141 Young Street	24x96 8-Unit Detached Garage	\$514.72	\$80,000.00
21-	281 Bly Street LLC	331 Bly Street	Repair water damage to apartment	\$50.00	\$500.00
21-	283 Benjamin Harper	540 E Jefferson St	Raze house	\$100.00	\$14,000.00
21-	286 Nathaniel Johnston	555 South Madison Street	Service	\$80.00	\$2,500.00
Total				\$1,944.72	\$297,000.00

NO	HOLDER	ADDRESS	TYPE	FEE	COST
21-	273 Kulczewski Properties	324 East Main Street	Projecting Sign	\$55.85	\$2,321.00
21-	274 Charles & Kathy Schlieve	454 West Hawthorne Drive	Remodel Bath	\$50.00	\$2,500.00
21-	275 Jeff Collien	312 East Main Street	1st Floor Remodel	\$660.00	\$70,000.00
21-	276 Daniel Prey	721 West Spring Street	Replace Furnace & AC	\$100.00	\$9,550.00
21-	277 Ann Lemmenes	111 Fond du Lac Street	Replace Boiler	\$50.00	\$11,921.14
21-	278 Sharon Groy	403 West Franklin Street	Temporary Ramp at Front Entrance	\$50.00	\$300.00
21-	282 Larry Larson	26 Plum Drive, Unit #25	Replace Furnace	\$50.00	\$4,850.89
21-	284 Justin Gahan	8 Chapman Place	Bedroom Remodel	\$50.00	\$700.00
21-	285 Suzette Letcher	546 East Main Street	Service Upgrade	\$80.00	
21-	287 Dave & Sara Wobschall	105 County Park Road	Replace Furnace	\$50.00	\$5,806.63
Total				\$1,195.85	\$107,949.66

GRAND TOTAL	\$3,140.57	\$404,949.66
--------------------	-------------------	---------------------

Permits issued in Dodge County	5
Permits issued in Fond du Lac Cty	10
Total Permits for the month	15

Building Permit Fees	\$3,140.57
Special Assessment Letter Fees	\$160.00
Conditional Use Permit Application	\$150.00
Grand Total	\$3,450.57

BUILDING PERMIT COMPARISON

December 2020: Dodge County - 6 permits; Fond du Lac County - 5 permits
 Estimated cost of construction: \$861,610.05

TWELVE MONTH COMPARISON

January - December 2018	estimated cost of construction	\$28,031,218.62
January - December 2019	estimated cost of construction	\$12,439,644.09
January - December 2020	estimated cost of construction	\$9,976,325.80
January - December 2021	estimated cost of construction	\$35,273,710.75

BUILDING REPORT	2017	2018	2019	2020	2021	
Residential	5	13	15	14	4	# of permits
Houses	1,115,000.00	2,347,278.00	3,914,500.00	3,689,700.00	1,205,000.00	Estimated cost of construction
Res. Additions & Remodel	145	108	158	108	160	# of permits
	1,044,658.71	594,206.67	1,520,786.07	1,555,633.40	1,808,585.35	Estimated cost of construction
Residential	7	27	12	13	10	# of permits
Garages	55,369.00	347,334.70	185,638.00	147,128.00	136,600.00	Estimated cost of construction
Res. Garages Addt. & Remdl.	5	4	2	9	11	# of permits
	38,800.00	24,198.00	13,500.00	89,500.00	133,253.40	Estimated cost of construction
Multi-Family Buildings				5	5	# of permits
				1,440,000	80,000	Estimated cost of construction
Commercial	3	3	1	7	1	# of permits
New & Additions	2,592,000.00	222,500.00	225,000.00	1,007,800.00	200,000.00	Estimated cost of construction
Commercial	14	31	14	17	17	# of permits
Alt. & Improve.	251,345.41	2,387,056.00	906,649.00	537,896.40	1,063,366.00	Estimated cost of construction
Industrial	4	4	2	2		# of permits
New & Additions	344,060.00	212,000.00	2,000,000.00	1,200,000.00		Estimated cost of construction
Industrial	1	1	2	2	3	# of permits
Addt., Alt. & Improve.	14,158.00	12,058.50	31,440.75	21,710.00	211,582.00	Estimated cost of construction
Tax Exempt Buildings	25	21	24	4	7	# of permits
	13,682,275.00	21,810,155.00	3,455,713.07	161,145.00	30,273,329.00	Estimated cost of construction
Miscellaneous Permits	72	71	79	59	67	# of permits
	331,770.00	74,431.75	186,417.20	125,813.00	161,995.00	Estimated cost of construction
Total Permits Issued	281	283	309	240	285	# of permits
	19,469,436.12	28,031,218.62	12,439,644.09	9,976,325.80	35,273,710.75	Estimated cost of construction
Building Permit Fees	77,451.76	69,534.20	85,145.80	89,007.02	77,613.67	

**ANNUAL REPORT OF PERMITS ISSUED
2021**

		# of Permits	Permit Fee	Est. Value
Res. Houses New Const.	Dodge County:	1	\$ 580.00	\$ 65,000.00
	Fond du Lac County:	3	\$ 7,860.32	\$ 1,140,000.00
	Total:	4	\$ 8,440.32	\$ 1,205,000.00
Res. Houses Add & Remodel	Dodge County:	79	\$ 10,239.92	\$ 1,049,382.85
	Fond du Lac County:	81	\$ 7,216.88	\$ 759,202.50
	Total:	160	\$ 17,456.80	\$ 1,808,585.35
Res. Garages New Const.	Dodge County:	4	\$ 741.04	\$ 73,500.00
	Fond du Lac County:	6	\$ 1,138.60	\$ 63,100.00
	Total:	10	\$ 1,879.64	\$ 136,600.00
Res. Garages Add & Remodel	Dodge County:	5	\$ 1,017.60	\$ 43,650.00
	Fond du Lac County:	6	\$ 948.36	\$ 89,603.40
	Total:	11	\$ 1,965.96	\$ 133,253.40
Multi-Family Const.	Dodge County:	5	\$ 7,435.04	\$ 80,000.00
	Fond du Lac County:	0	\$ -	\$ -
	Total:	5	\$ 7,435.04	\$ 80,000.00
Swimming Pools	Dodge County:	3	\$ 650.00	\$ 26,000.00
	Fond du Lac County:	4	\$ 600.00	\$ 6,500.00
	Total:	7	\$ 1,250.00	\$ 32,500.00
Commercial Const. & Add.	Dodge County:	1	\$ 2,014.00	\$ 200,000.00
	Fond du Lac County:	0	\$ -	\$ -
	Total:	1	\$ 2,014.00	\$ 200,000.00
Commercial Alt. & Improve	Dodge County:	2	\$ 1,250.00	\$ 200,500.00
	Fond du Lac County:	15	\$ 5,569.25	\$ 862,866.00
	Total:	17	\$ 6,819.25	\$ 1,063,366.00
Industrial Const. & Addition	Dodge County:	0	\$ -	\$ -
	Fond du Lac County:	0	\$ -	\$ -
	Total:	0	\$ -	\$ -
Industrial Alt. & Improve	Dodge County:	3	\$ 1,331.36	\$ 211,582.00
	Fond du Lac County:	0	\$ -	\$ -
	Total:	3	\$ 1,331.36	\$ 211,582.00
Tax Exempt	Dodge County:	4	\$ 1,052.56	\$ 153,760.00
	Fond du Lac County:	3	\$ 22,304.65	\$ 30,119,569.00
	Total:	7	\$ 23,357.21	\$ 30,273,329.00
Fences	Dodge County:	11	\$ 1,100.00	\$ 24,578.00
	Fond du Lac County:	6	\$ 600.00	\$ 38,546.00
	Total:	17	\$ 1,700.00	\$ 63,124.00
Razing	Dodge County:	3	\$ 350.00	\$ 24,000.00
	Fond du Lac County:	2	\$ 150.00	\$ 1,500.00
	Total:	5	\$ 500.00	\$ 25,500.00
Signs	Dodge County:	8	\$ 1,130.24	\$ 11,650.00
	Fond du Lac County:	2	\$ 113.85	\$ 2,321.00
	Total:	10	\$ 1,244.09	\$ 13,971.00
Moving	Dodge County:	0	\$ -	\$ -
	Fond du Lac County:	0	\$ -	\$ -
	Total:	0	\$ -	\$ -
Electric	Dodge County:	13	\$ 1,020.00	\$ 24,500.00
	Fond du Lac County:	15	\$ 1,200.00	\$ 2,400.00
	Total:	28	\$ 2,220.00	\$ 26,900.00
Grand Total:		285	\$ 77,613.67	\$ 35,273,710.75

ORDINANCE # 21 - ____

AN ORDINANCE TO AMEND CHAPTER SIX OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "TRAFFIC CODE."

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

SECTION 1: Section 6.05(3)(f) of the Municipal Code of the City of Waupun entitled "PARKING LIMITATIONS" is amended to provide as follows:

(f) Street Storage. No person shall, without permit, park or store any motor home, mobile home, manufactured home, camper, trailer, or any motor vehicle having 2 or less axles, on any street in excess of 24 hours. No person shall, without permit, park or store any semi-tractor trailer or motor vehicle having more than 2 axles on any street in excess of 2 hours. This section shall not apply to the following:

1. Vehicles owned or operated by the City of Waupun.
2. Commercial vehicles while directly engaged in activities for which such vehicles are necessary, including without limitation, loading and unloading goods, digging, hauling and trimming.
3. The Board of Public Works may authorize, by resolution or otherwise, the issuance of complimentary parking permits to motor vehicle owners or operators visiting the City for the purpose of a convention, conference, tournament or other function determined to be primarily for a public, charitable, religious, philanthropic, educational or other nonprofit purpose.

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

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

Enacted this ____ day of _____, 2022.

Julie J. Nickel
Mayor

ATTEST:

Angela Hull
City Clerk



N3756 Hickory Road | Fond du Lac, WI 54937 | (920) 517-1683 | www.compass-surveying.com

December 24, 2019

Angie Hull / City of Waupun Clerk
City of Waupun - City Hall
201 E. Main Street
Waupun, WI 54963

Re: Soodsma CSM
Project #210164

Dear Ms. Hull:

We are sending you the original Certified Survey Soodsma Properties LLC and four copies of the same.

Enclosed is a check in the amount of \$130.00 to cover the review fee.

As per Waupun Municipal Code, Chapter 17, Certified Survey Maps, 17.05(2), "Letter of Intent," the following information is provided:

1. Owner / Subdivider: Soodsma Properties LLC
1 West Main St. / 8 W. Jefferson St. / 5 W Main St, Waupun, WI
2. Buyer: Lot 1
Lot 2: None (To be retained by Soodsma Properties LLC)
3. Surveyor: Jeffrey S. Butzke, N3756 Hickory Road, Fond du Lac, WI
4. Location of Property: 1 West Main St / 8 W. Jefferson / 5 W. Main St.
Waupun, WI 54963
5. Present land use: B-2 Commercial District
6. Proposed land use: Same.
7. Soil tests will not be performed or submitted as this lot is connected to the City of Waupun Sanitary system.
8. See attached CSM for City of Waupun mapping requirements per Chapter 17, sub 17.05.

After Plan Commission and Common Council approval and signatures, please forward the originals back to our office.

Sincerely,

Compass Surveying, LLC



Jeffrey S. Butzke, P.L.S.

Cc: Andrew Soodsma, Owner
(Soodsma Properties, LLC)





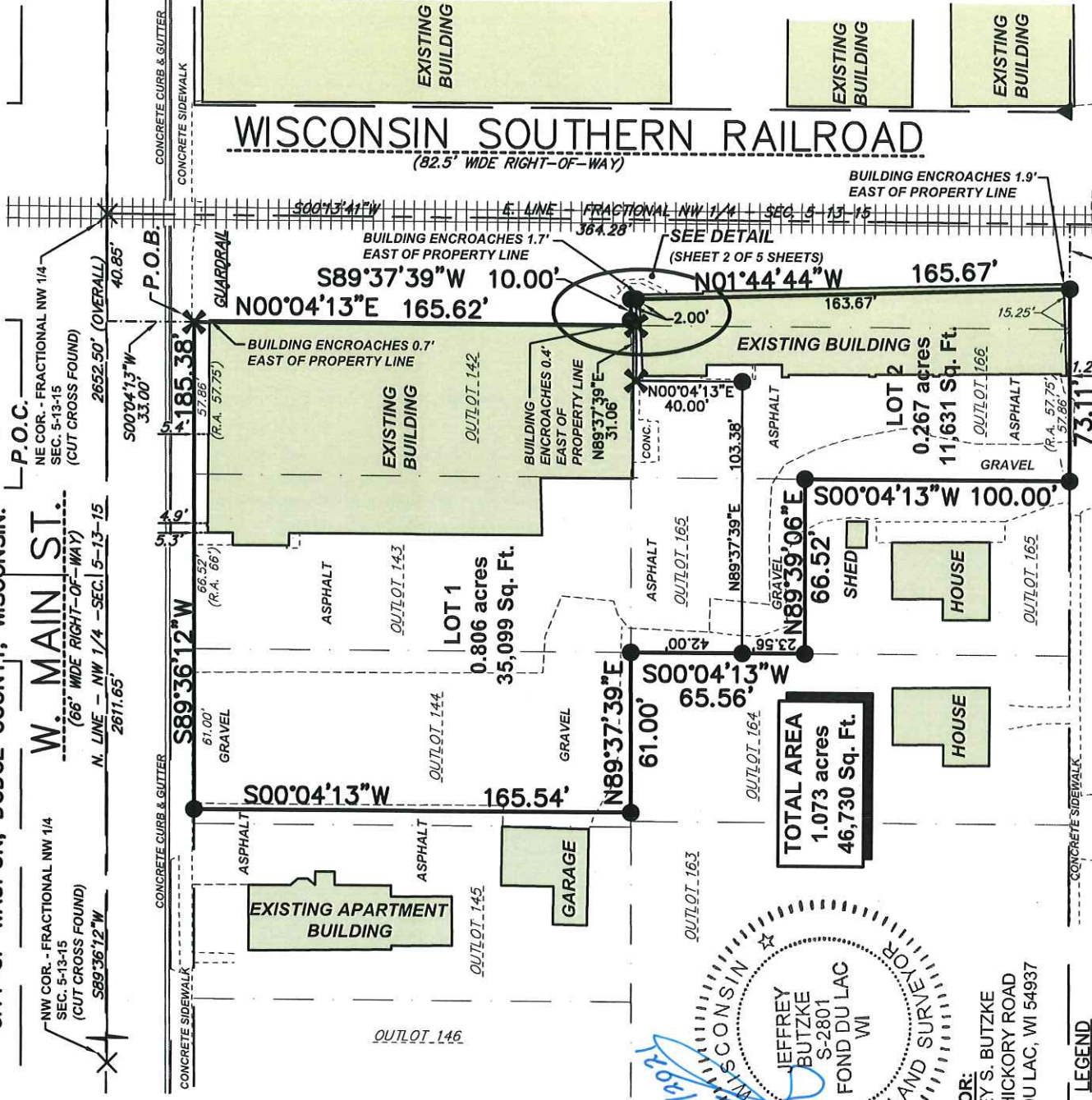
DODGE COUNTY CERTIFIED SURVEY MAP NO. _____

FOR

SOODSMA PROPERTIES LLC

OUTLOT 142, OUTLOT 143, OUTLOT 166, A PART OF OUTLOT 144 AND
A PART OF OUTLOT 165, OF THE WAUPUN OUTLOTS, SOUTH WARD,
AND BEING A PART OF THE FRACTIONAL NORTHEAST 1/4 OF THE
FRACTIONAL NORTHWEST 1/4, SECTION 5, T. 13 N.-R. 15 E.,
CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

TAX PARCEL NUMBERS:
292-1315-0521-001 &
292-1315-0521-002



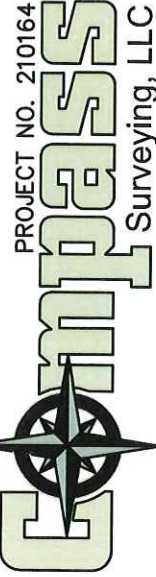
SURVEYOR:
JEFFREY S. BUTZKE
N3756 HICKORY ROAD
FOND DU LAC, WI 54937

LEGEND

- - 3/4" x 18" REBAR SET
WEIGHING 1.50 LBS/FT.
- ✕ - CUT CROSS SET.
- ▲ - 1" IRON PIPE FOUND.
- ⊙ - 1 1/2" IRON PIPE FOUND.
- - 3/4" IRON ROD W/ PLASTIC CAP FOUND.
- ✕ - CUT CROSS FOUND.
- △ - "MAG" NAIL W/ DODGE CO. SHINER FOUND.

OWNER:
SOODSMA PROPERTIES LLC
P.O. BOX 368
WAUPUN, WI 53963

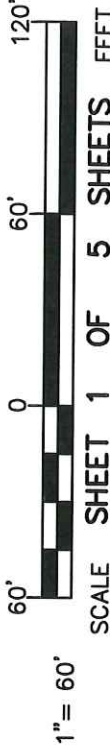
CURRENT ZONING
• B-2 (BUSINESS DISTRICT)
• NO FRONT OR SIDE SETBACKS ARE
REQUIRED IN THIS ZONING DISTRICT.



PROJECT NO. 210164
NORTH POINT REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM,
DODGE COUNTY. THE NORTH LINE OF THE FRACTIONAL NORTHWEST QUARTER,
SECTION 5, T. 13 N.-R. 15 E., HAS A BEARING OF S89°-36'-12"W.

Surveying, LLC

N3756 Hickory Road | Fond du Lac, WI 54937



SCALE SHEET 1 OF 5 SHEETS FEET



DODGE COUNTY CERTIFIED SURVEY MAP NO. _____

FOR

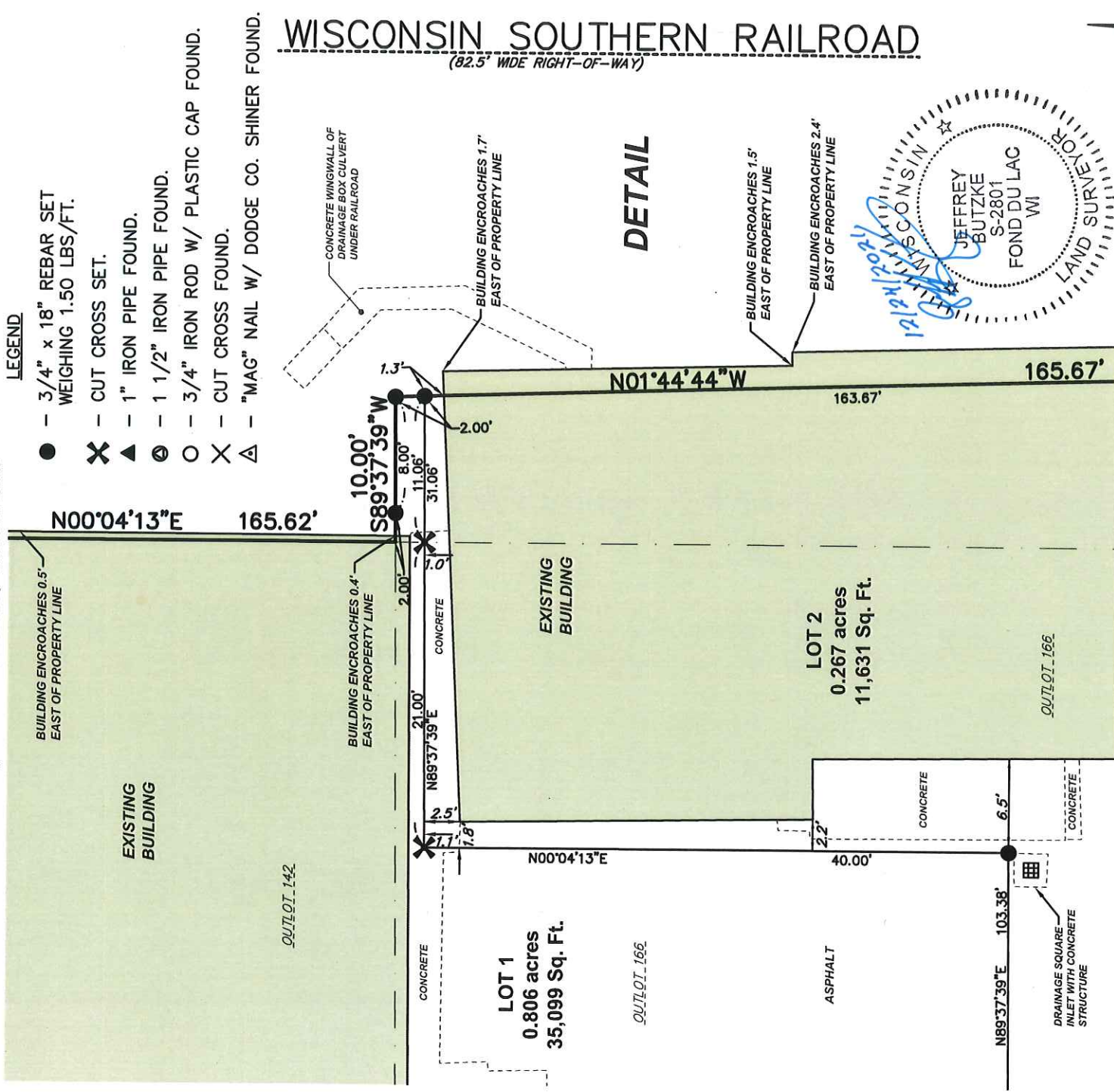
SOODSMA PROPERTIES LLC

OUTLOT 142, OUTLOT 143, OUTLOT 166, A PART OF OUTLOT 144 AND
A PART OF OUTLOT 165, OF THE WAUPUN OUTLOTS, SOUTH WARD,
AND BEING A PART OF THE FRACTIONAL NORTHEAST 1/4 OF THE
FRACTIONAL NORTHWEST 1/4, SECTION 5, T. 13 N.-R. 15 E.,
CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

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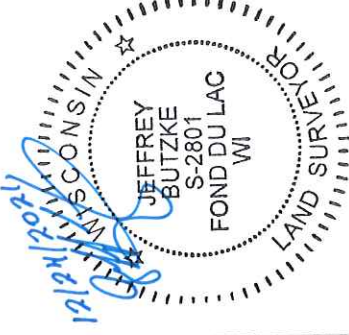
LEGEND

- - 3/4" x 18" REBAR SET
WEIGHING 1.50 LBS/FT.
- ✕ - CUT CROSS SET.
- ▲ - 1" IRON PIPE FOUND.
- ⊙ - 1 1/2" IRON PIPE FOUND.
- - 3/4" IRON ROD W/ PLASTIC CAP FOUND.
- ✕ - CUT CROSS FOUND.
- △ - "MAG" NAIL W/ DODGE CO. SHINER FOUND.



WISCONSIN SOUTHERN RAILROAD
(82.5' WIDE RIGHT-OF-WAY)

DETAIL

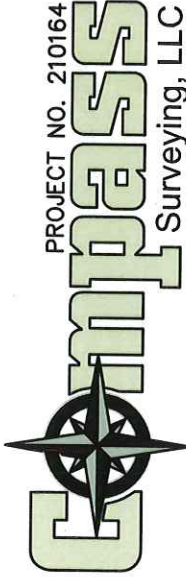


OWNER:
SOODSMA PROPERTIES LLC
P.O. BOX 368
WAUPUN, WI 53963

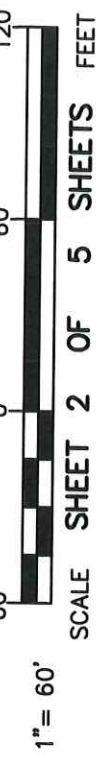
CURRENT ZONING

- B-2 (BUSINESS DISTRICT)
- NO FRONT OR SIDE SETBACKS ARE
REQUIRED IN THIS ZONING DISTRICT.

SURVEYOR:
JEFFREY S. BUTZKE
N3756 HICKORY ROAD
FOND DU LAC, WI 54937



PROJECT NO. 210164 NORTH POINT REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM,
DODGE COUNTY. THE NORTH LINE OF THE FRACTIONAL NORTHWEST QUARTER,
SECTION 5, T. 13 N.-R. 15 E., HAS A BEARING OF S89°36'-12\"/>



N3756 Hickory Road | Fond du Lac, WI 54937

SCALE SHEET 2 OF 5 SHEETS FEET

**DODGE COUNTY
CERTIFIED SURVEY MAP NO. _____**

ALL OF OUTLOT 142, OUTLOT 143, OUTLOT 166, A PART OF OUTLOT 143
AND A PART OF OUTLOT 165, AND BEING A PART OF THE FRACTIONAL
NORTHEAST 1/4 OF THE FRACTIONAL NORTHWEST 1/4,
SECTION 5, T. 13 N.-R. 15 E., CITY OF WAUPUN,
DODGE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Jeffrey S. Butzke, Professional Land Surveyor, hereby certify:

That I have surveyed, mapped and divided a parcel of land described below.

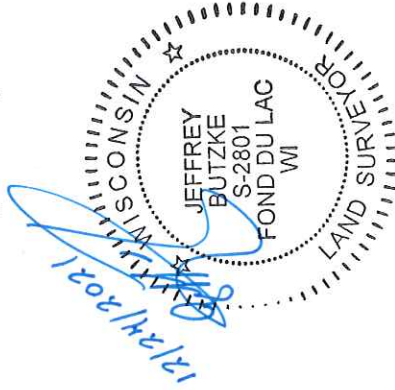
That I have made such Certified Survey under the direction of Andrew D. Soodsma of Soodsma Properties LLC of a parcel of land being bounded and described as follows:

All of Outlot 124, Outlot 143, Outlot 166, a part of Outlot 144 and a part of Outlot 165 of the Waupun Outlots, South Ward, recorded in Volume "A", Page 23, Dodge County Register of Deeds as Document No. 144742 and being a part of the Fractional Northeast 1/4 of the Fractional Northwest 1/4, Section 5, T. 13 N.-R. 15 E., City of Waupun, Dodge County, Wisconsin, and being more particularly described as follows:

Commencing at the Northeast corner of the Fractional Northwest 1/4, said Section 5; thence South 89°-36'-12" West along the North line of the Fractional Northwest 1/4, said Section 5, 40.85 feet; thence South 00°-04'-13" West along the Northerly extension of the East line of said Outlot 142, 33.00 feet to the Northeast corner of said Outlot 142, said point being on the North right-of-way line of West Main Street and to the **point of beginning**; thence South 89°-36"-12" West along the South right-of-way line of said West Main Street, 185.38 feet to the Northwest corner of the East 61.00 feet of said Outlot 144; thence South 00°-04'-13" West along the West line of the East 61.00 feet of said Outlot 144, 165.54 feet to the Southwest corner of the East 61.00 feet of said Outlot 144; thence North 89°-37'-39" East along the South line of said Outlot 144, 61.00 feet to the Southeast corner of said Outlot 144; thence South 00°-04'-13" West along the West line of said Outlot 165, 65.56 feet to the Northwest corner of the South 100.00 feet of said Outlot 165; thence North 89°-39'-06" East along the North line of the South 100.00 feet of said Outlot 165, 66.52 feet to the Northeast corner of the South 100.00 feet of said Outlot 165; thence South 00°-04'-13" West along the East line of said Outlot 165, 100.00 feet to the Southwest corner of said Outlot 166, said point being on the North right-of-way line of West Jefferson Street; thence North 89°-39'-06" East along said North right-of-way line, 73.11 feet to the Southeast corner of those lands being described in Warranty Deed, recorded in said Register of Deeds Office as Document No. 1200940; thence North 01°-44'-44" West along the East line of said lands, 165.67 feet to the Northeast corner of said lands; thence South 89°-37'-39" West, 10.00 feet to the Southeast corner of said Outlot 142; thence North 00°-04'-13" East along the East line of said Outlot 142, 165.62 feet to the point of beginning and containing 1.073 acres (46,730 Sq. Ft.) of land more or less and being subject to all easements and restrictions of record.

That such is a correct representation of all the exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes and the Subdivision Ordinance of the City of Waupun in surveying, mapping and dividing the same.



Jeffrey S. Butzke, P.L.S. No. S-2801

Compass Surveying, LLC
Fond du Lac, Wisconsin 54937

Project Number: 210164

DODGE COUNTY
CERTIFIED SURVEY MAP NO. _____

ALL OF OUTLOT 142, OUTLOT 143, OUTLOT 166, A PART OF OUTLOT 143
AND A PART OF OUTLOT 165, AND BEING A PART OF THE FRACTIONAL
NORTHEAST 1/4 OF THE FRACTIONAL NORTHWEST 1/4,
SECTION 5, T. 13 N.-R. 15 E., CITY OF WAUPUN,
DODGE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

As owner, I hereby certify that I have caused the land described on this plat to be surveyed,
mapped and divided as represented on this plat. I also certify that this plat is required by s.
236.10 or s. 236.12 to be submitted to the following for approval or objection:

1. City of Waupun

WITNESS the hand and seal of said owner this _____ day of _____, 2021.

IN PRESENCE OF:

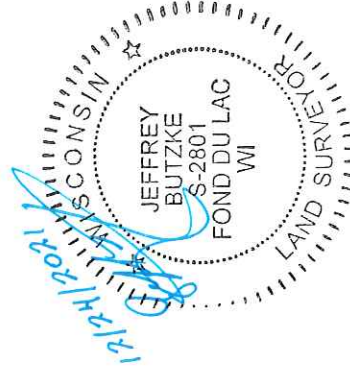
Andrew R. Soodsma

STATE OF WISCONSIN)
_____) COUNTY) SS

Personally came before me this _____ day of _____, 2021, the above named
Andrew R. Soodsma to me known to be the person who executed the foregoing Instrument
and acknowledged the same.

Notary Public, _____ County, WI

My Commission Expires: _____



**DODGE COUNTY
CERTIFIED SURVEY MAP NO. _____**

ALL OF OUTLOT 142, OUTLOT 143, OUTLOT 166, A PART OF OUTLOT 143
AND A PART OF OUTLOT 165, AND BEING A PART OF THE FRACTIONAL
NORTHEAST 1/4 OF THE FRACTIONAL NORTHWEST 1/4,
SECTION 5, T. 13 N.-R. 15 E., CITY OF WAUPUN,
DODGE COUNTY, WISCONSIN.

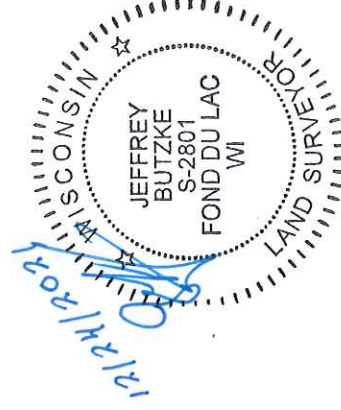
CITY OF WAUPUN COMMON COUNCIL CERTIFICATE

STATE OF WISCONSIN)
DODGE COUNTY) SS

This Certified Survey Map along with the resulting lots have been approved by the Common Council
of the City of Waupun this _____ day of _____, 2022.

Julie Nickel, Mayor

Angie Hull, Clerk / Treasurer





AGENDA SUMMARY SHEET

MEETING DATE: 01-11-22

TITLE: 2021 City of Waupun Housing Fee Report

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Sarah VanBuren, Community and
Economic Development Coordinator

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	N/A – absorb within existing budget	

ISSUE SUMMARY:

In 2018, the Wisconsin State Legislature approved new legislation, which requires communities of 10,000 population or more to provide two separate annual reports related to housing affordability (Wis. Stat. 66.10013) and housing fees (Wis. Stat. 66.10014) in an effort to shed light and foster change on affordable housing issues across the state.

On November 16, 2020, the City's request to be waived for the housing affordability mandate was approved by the Department of Revenue for a four-year period. However, the City is still responsible for annually producing a housing fee report.

The attached report meets the statutory requirements and will be posted to the City of Waupun website.

STAFF RECOMENDATION:

Discussion only.

ATTACHMENTS:

2021 City of Waupun Housing Fee Report

RECOMENDED MOTION:

Discussion only



City of Waupun New Housing Fee Report

For 2021 Calendar Year



Background

This report is written to satisfy the requirements as outlined in Section 66.10014 of the Wisconsin Statutes. Section 66.10014 reads as follows:

- (1) In this section, “municipality” means a city or village with a population of 10,000 or more.
- (2) Not later than January 1, 2020, a municipality shall prepare a report of the municipality's residential development fees. The report shall contain all of the following:
 - (a) Whether the municipality imposes any of the following fees or other requirements for purposes related to residential construction, remodeling, or development and, if so, the amount of each fee:
 1. Building permit fee.
 2. Impact fee.
 3. Park fee.
 4. Land dedication or fee in lieu of land dedication requirement.
 5. Plat approval fee.
 6. Storm water management fee.
 7. Water or sewer hook-up fee.
 - (b) The total amount of fees under par. (a) that the municipality imposed for purposes related to residential construction, remodeling, or development in the prior year and an amount calculated by dividing the total amount of fees under this paragraph by the number of new residential dwelling units approved in the municipality in the prior year.
- (3)
 - (a) A municipality shall post the report under sub. (2) on the municipality's Internet site on a web page dedicated solely to the report and titled “New Housing Fee Report.” If a municipality does not have an Internet site, the county in which the municipality is located shall post the information under this paragraph on its Internet site on a web page dedicated solely to development fee information for the municipality.
 - (b) A municipality shall provide a copy of the report under sub. (2) to each member of the governing body of the municipality.
- (4) If a fee or the amount of a fee under sub. (2) (a) is not properly posted as required under sub. (3) (a), the municipality may not charge the fee.

Process and Data Sources

Community & Economic Development staff prepared this report for the calendar year ending December 31, 2021 using the adopted City of Waupun Fee Schedule, permit/development records maintained by the Building Inspector and the Department of Public Works, and adopted City of Waupun Ordinances. This report has been posted on the City's website (www.cityofwaupun.org) and has been shared with the City of Waupun City Council. For record keeping purposes, projects are reported in the year in which they were permitted (approved). Projects approved in prior calendar years but completed and occupied in 2021 are not included in this report.

Residential Fee List

The City of Waupun imposes the following fees or other requirements for purposes related to residential construction, remodeling, or development. Only fees the City sets/collects are included in this report. Fees set by others, such as sanitary and utility districts, county, etc., are not included in this report. A complete copy of the municipal fee schedule is included in Appendix A. Table 1 lists the residential development fees collected for 2021.

Table 1: Residential Development Fees (2021)

Building permit fee	Impact fee	Park fee	Land dedication or fee in lieu of land dedication requirement	Plat approval fee	Final plat approval fee	Storm water management fee	Water or sewer hook-up fee
\$500.00 Base + \$0.28/SF (Minimum \$1,000.00)	N/A	N/A	N/A	N/A	N/A	No fee. Developer uses their own contractor to make connections. Waupun Utilities inspects connections.	No fee. Developer uses their own contractor to make connections. Waupun Utilities inspects connections.

Calculations

Section 66.10014(2)(b) states, "The total amount of fees under par. (a) that the municipality imposed for purposes related to residential construction, remodeling, or development in the prior year and an amount calculated by dividing the total amount of fees under this paragraph by the number of new residential dwelling units approved in the municipality in the prior year."

The total amount of fees that the City of Waupun imposed for residential construction, remodeling, or development in 2021 is listed in Table 2. The average fee collected per permit has been calculated by dividing the total amount of fees collected by the number of permits issued. A full listing of all permits issued in 2021 can be found in Appendix B.

Table 2: Residential Development Fees Collected in 2021

Permit Type	# of Permits Issued	Total Permit Fees Collected	Avg. Fee Collected /Permit
Single Family Dwelling Units	4	\$8,440.32	\$2,110.08
Multi-Family Dwelling Units	5	\$7,435.04	\$1,487.00
Mobile Home Units	0	0	0
Residential Housing Additions & Remodel	160	\$17,456.80	\$109.11
Total Fees Permit Fees Collected		\$33,332.16	

Exclusions

This report was prepared in order to meet requirements enacted by 2017 WI Act 243 in Wis. Stat. 66.10014. As such, it does not include the most significant costs of residential development, including the cost of land, the cost of infrastructure, the cost of labor, and the cost of building materials.

Appendix A – Municipal Fee Schedule

FEE SCHEDULE (EFFECTIVE 7/30/19)	
Permit fees double if work commenced without permit.	
MINIMUM FEE	\$50.00
RESIDENTIAL - NEW 1 & 2 FAMILY DWELLINGS	
Building, Plumbing, Electric, & HVAC	\$500.00 Base + \$0.28/SF (Minimum \$1,000.00)
UDC Seal	\$40.00 (Fee subject to Change)
Bond (Returned after Occupancy)	\$1,000.00
Erosion Control	\$50.00
Plan Review	INCLUDED
Occupancy Permit	\$50.00
Zoning	\$100.00
RESIDENTIAL ADDITIONS	
Building (Ftg, Fndn, Floor, Frame, Insul, Final)	\$0.16/SF (Minimum \$300.00)
Plumbing	\$0.04/SF (Minimum \$80.00)
Electric	\$0.04/SF (Minimum \$80.00)
HVAC	\$0.04/SF (Minimum \$80.00)
Erosion Control	\$50.00
Plan Review	INCLUDED
Bond (Returned after Occupancy) (Required for Additions over 500 SF)	\$1,000.00
Occupancy Permit	\$50.00
Zoning	\$75.00
RESIDENTIAL REMODELS	\$6.00 Per \$1,000 Construction Cost
RESIDENTIAL GARAGES/ACCESSORY (NEW & ADDITIONS)	
Building	\$0.14/SF (Minimum \$100.00)
Plumbing	\$0.04/SF (Minimum \$80.00)
Electric	\$0.04/SF (Minimum \$80.00)
HVAC	\$0.04/SF (Minimum \$80.00)
Erosion Control	\$50.00
Plan Review	INCLUDED
Occupancy Permit	\$50.00
Zoning	\$50.00
MISCELLANEOUS	
Electrical Service	\$80.00
Laterals	\$60.00
Replace Furnace or AC	\$50.00
Plumbing Remodel	\$50.00 or \$8.00 per fixture
Early Start (Footings & Foundation Only)	\$100.00 or \$0.03/SF (whichever is greater)
Decks (2-3 Inspections @ \$50 Each)	\$100.00 - \$150.00
Permanent Swimming Pools (Provide site plan)	\$50.00

Prefabricated Sheds (Provide site plan)	\$50.00
Fences (Provide site plan)	\$50.00
Signs	Base \$50.00 + \$0.50/SF Each Face
Zoning (Swimming Pools, Fences, Signs, Decks, Sheds)	\$50.00
Chicken Coop & Run	\$50.00
AGRICULTURAL	
Building	\$0.14/SF (Minimum \$100.00)
Plumbing	\$0.04/SF (Minimum \$80.00)
Electric	\$0.04/SF (Minimum \$80.00)
HVAC	\$0.04/SF (Minimum \$80.00)
Erosion Control	\$50.00
Plan Review	INCLUDED
Occupancy Permit	\$50.00
Zoning	\$50.00
MULTI-FAMILY, ASSISTED LIVING, NURSING HOMES, COMMERCIAL & INDUSTRIAL (NEW, ADDITIONS, AND REMODELS)	
Building	Base Fee \$100.00 + \$0.20/SF (Min. \$500.00)
Plumbing	Base Fee \$60.00 + \$0.06/SF (Min. \$80.00) OR \$8.00 per Fixture (whichever is greater)
Electric	Base Fee \$60.00 + \$0.06/SF (Min. \$80.00) Or \$1.25 per Opening (whichever is greater)
HVAC	Base Fee \$60.00 + \$0.06/SF (Min. \$80.00)
Fire Protection - Sprinkler	Base Fee \$60.00 + \$0.04/SF (Min. \$80.00) OR \$1.00 per Head (whichever is greater)
Erosion Control	See DPW Fee Schedule
Bond (Returned after Occupancy)	Under 10,000 SF - \$1,500.00 Over 10,001 SF - \$3,000.00
Remodels	\$6.00 per \$1,000 Construction Cost
Occupancy Permit	\$100.00
Plan Review	Under 10,000 SF - \$100.00 Over 10,001 SF - \$200.00
Zoning	\$200.00
Building Plan Review for Approval - Under 50,000 CF	Per DSPS Fees
Note: Over 50,000 CF, Plan Approval must be completed by DSPS	
DEMOLITION	
Residential Dwelling	\$100.00
Accessory/Garage/Agricultural	\$50.00
Commercial/Industrial Building	\$300.00
MOVING	
Principal Building	\$200.00
Garage/Accessory/Agricultural	\$100.00

City of Waupun Municipal Ordinance

Chapter 7 – STREETS AND SIDEWALKS

Section 7.05 STREETS AND SIDEWALKS EXCAVATIONS AND OPENINGS

(1) PERMIT REQUIRED

- (a) No person shall make, direct or cause to be made any excavation or opening in any street, alley, highway, sidewalk or other public way within the City without first obtaining a permit from the Director of Public Works.
- (b) Except as otherwise provided here, the City shall charge an application fee of \$15.00 for each permit issued under this section. A permit shall be required but no permit fee shall be charged if the permit is obtained pursuant to an order of the City of Waupun requiring sidewalk replacement or reconstruction. A permit shall be required but no separate or additional permit fee shall be charged if the permit is issued in conjunction with a building permit where the excavation or opening is ancillary to the project for which the building permit is issued.
- (c) Any person who violates any provision of this section shall be subject to the forfeiture provisions identified in Section 18.04 of this Code. In addition, any contractor who makes an excavation or opening in violation of this subsection without first ensuring that the appropriate permit has been issued shall be subject to the forfeiture provisions identified in Section 18.04 of this Code.

Appendix B – 2021 Annual Report of Permits Issued

		# of Permits	Permit Fee	Est. Value
Res. Houses New Const.	Dodge County:	1	\$ 580.00	\$ 65,000.00
	Fond du Lac County:	3	\$ 7,860.32	\$ 1,140,000.00
	Total:	4	\$ 8,440.32	\$ 1,205,000.00
Res. Houses Add & Remodel	Dodge County:	79	\$ 10,239.92	\$ 1,049,382.85
	Fond du Lac County:	81	\$ 7,216.88	\$ 759,202.50
	Total:	160	\$ 17,456.80	\$ 1,808,585.35
Res. Garages New Const.	Dodge County:	4	\$ 741.04	\$ 73,500.00
	Fond du Lac County:	6	\$ 1,138.60	\$ 63,100.00
	Total:	10	\$ 1,879.64	\$ 136,600.00
Res. Garages Add & Remodel	Dodge County:	5	\$ 1,017.60	\$ 43,650.00
	Fond du Lac County:	6	\$ 948.36	\$ 89,603.40
	Total:	11	\$ 1,965.96	\$ 133,253.40
Multi-Family Const.	Dodge County:	5	\$ 7,435.04	\$ 80,000.00
	Fond du Lac County:	0	\$ -	\$ -
	Total:	5	\$ 7,435.04	\$ 80,000.00
Swimming Pools	Dodge County:	3	\$ 650.00	\$ 26,000.00
	Fond du Lac County:	4	\$ 600.00	\$ 6,500.00
	Total:	7	\$ 1,250.00	\$ 32,500.00
Commercial Const. & Add.	Dodge County:	1	\$ 2,014.00	\$ 200,000.00
	Fond du Lac County:	0	\$ -	\$ -
	Total:	1	\$ 2,014.00	\$ 200,000.00
Commercial Alt. & Improve	Dodge County:	2	\$ 1,250.00	\$ 200,500.00
	Fond du Lac County:	15	\$ 5,569.25	\$ 862,866.00
	Total:	17	\$ 6,819.25	\$ 1,063,366.00
Industrial Const. & Addition	Dodge County:	0	\$ -	\$ -
	Fond du Lac County:	0	\$ -	\$ -
	Total:	0	\$ -	\$ -
Industrial Alt. & Improve	Dodge County:	3	\$ 1,331.36	\$ 211,582.00
	Fond du Lac County:	0	\$ -	\$ -
	Total:	3	\$ 1,331.36	\$ 211,582.00
Tax Exempt	Dodge County:	4	\$ 1,052.56	\$ 153,780.00
	Fond du Lac County:	3	\$ 22,304.65	\$ 30,119,569.00
	Total:	7	\$ 23,357.21	\$ 30,273,329.00
Fences	Dodge County:	11	\$ 1,100.00	\$ 24,578.00
	Fond du Lac County:	6	\$ 600.00	\$ 38,546.00
	Total:	17	\$ 1,700.00	\$ 63,124.00
Razing	Dodge County:	3	\$ 350.00	\$ 24,000.00
	Fond du Lac County:	2	\$ 150.00	\$ 1,500.00
	Total:	5	\$ 500.00	\$ 25,500.00
Signs	Dodge County:	8	\$ 1,130.24	\$ 11,650.00
	Fond du Lac County:	2	\$ 113.85	\$ 2,321.00
	Total:	10	\$ 1,244.09	\$ 13,971.00
Moving	Dodge County:	0	\$ -	\$ -
	Fond du Lac County:	0	\$ -	\$ -
	Total:	0	\$ -	\$ -
Electric	Dodge County:	13	\$ 1,020.00	\$ 24,500.00
	Fond du Lac County:	15	\$ 1,200.00	\$ 2,400.00
	Total:	28	\$ 2,220.00	\$ 26,900.00
Grand Total:		285	\$ 77,613.67	\$ 35,273,710.75



AGENDA SUMMARY SHEET

MEETING DATE: 1/11/2022

TITLE: PSC Comprehensive Energy Planning Grant- Up to \$50,000

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Jeff Daane, Director of Public Works

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$52,500 grant can reimburse up to \$50,000	

ISSUE SUMMARY:

In January of 2021 the City applied for a PSC Energy Innovation Grant to replace the boiler and Piping, Air cooled condenser and Air distribution system. The total project cost was estimated at \$955,781 and the grant amount we submitted for was \$721,657. The City did not receive this grant. Feedback on the application points to two issues of concern: 1) lack of ROI relative to total energy savings; 2) lack of innovation – our application was much more practical, requesting funding to replace an aged boiler and piping. We have since engaged with Slipstream, a non-profit that works with local governments on energy innovation/solutions. Given that the PSC grant requires innovation and that any new programs coming from an infrastructure bill will follow suit, they are recommending that the City pursue an energy innovation planning grant. The planning grant would address 4 areas:

- 1) Existing data and relevant city policies review.
Develop a baseline energy profile for municipal operations. Collect energy use data for all municipal buildings, fleet and operations. Review all relevant city policies on energy and zoning. Identifies opportunities and large users of energy.
- 2) City building audits.
Using data from task 1, facilitate conversations with municipal staff to identify two city buildings to perform walk-through audits. The identified buildings will likely be those with high-energy use intensity, or with identified ongoing problems by facility staff. The audits will help identify opportunities to reduce energy use, including equipment upgrades and schedule control changes.
- 3) Energy-saving measures identification.
Identify a list of energy conservation measures and calculate estimated energy savings and costs. The list of measures will include energy efficiency measures, options for streetlight and fleet upgrades and distributed energy resources. This task will consider policies the city could implement to help with energy use and provide guidance on EV charging stations in the community.
- 4) Report development.
Develop a roadmap for energy efficiency within the City of Waupun. The report will summarize baseline energy use and provide a list of prioritized energy measures for the next 5 years. The report will include costs and energy impact of each opportunity. Provide a list of potential policies to consider for adoption to help institutionalize future action on energy.

The result of this planning work can then be used to pursue future PSC energy innovation grant opportunities to fund needed improvements, as well as any associated program opportunities that come from federal infrastructure investments.

STAFF RECOMENDATION:

This is a reimbursement based grant with a majority of the work being covered by this grant if awarded. The capital improvement budget/reserves will support the remaining \$2,500 expenditure.

ATTACHMENTS:

None

MOTIONS FOR CONSIDERATION:

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



AGENDA SUMMARY SHEET

MEETING DATE: 01-11-21

TITLE: Dodge County American Rescue Plan (ARPA)
Allocation

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Kathy Schlieve, Administrator

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

ISSUE SUMMARY

Dodge County is beginning their engagement process for use of ARPA funds and has invited communities to submit ideas for consideration of use of funds. The broad definition of fund use falls into one of the following allowable categories:

1. Respond or mitigate the public health emergency with respect to the coronavirus disease or its negative economic impacts.
2. Cover costs incurred as a result of such emergency.
3. Replace revenue that was lost, delayed or decreased as determined based on projections of the government as of January 27, 2020, as a result of such emergency
4. Address negative economic impacts of such emergency.

Final US Treasury guidance was just released and this provides broader use of funds but staff is still working through the updates to determine impact of this broader guidance. It is possible that the County may be seeking matching dollars from the City for any projects submitted. Staff is working on possible projects to submit (please note that the list is being refined based on new guidance and will likely look different than the current that follows). Possible ideas (in no particular order of priority):

1. Shaler Drive – or portions of Shaler Drive related to stormwater. Note that streets are not currently an eligible expense (could change based on final rules as they become understood).
2. STH 26 entrance improvements to expand Waupun Industrial Park (again dependent on final rules/allowable expenditures)
3. Childcare – this is a known county-wide problem and one that Fond du Lac County is evaluating for investment.
4. Broadband / Waupun will need a strategy to address fiber in the community.
5. Affordable housing infrastructure.
6. Business grants/loans for small business impacted by COVID-19.
7. Solutions that support advancement of a county-wide EMS system.

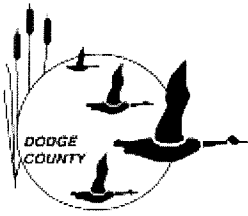
Staff are meeting on Monday to review final rules and will expand this list based on that conversation. This will be a mini workshop format to review possible projects to submit to Dodge County (due January 21, 2022.)

STAFF RECCOMENDATION:

ATTACHMENTS:

Dodge County Letter

RECCOMENDED MOTION:



The Dodge County Board of Supervisors

127 East Oak Street, Juneau, Wisconsin 53039
Russell Kottke, Chairman
920-386-3603

December 9, 2021

Re: Dodge County American Rescue Plan Act (ARPA) Allocation

Greetings,

The Dodge County Board of Supervisors will hold a Special Meeting at 6:00 p.m. February 1, 2022 to begin a discussion on how to best allocate Dodge County's approximately \$17.4 million American Rescue Plan Act funds.

As part of the allocation process, it is anticipated there will be county – municipal partnership opportunities to advance long term investments within the county. The County must follow the Interim Final US Treasury Guidance to determine project eligibility. Additional information regarding the APRA guidelines can be found on the County's website, under the County Board Home page. Please follow the link

<https://www.co.dodge.wi.gov/departments/departments-a-d/county-board/american-rescue-plan-act-of-2021>

Tentatively the February 1st agenda will include an overview of US Treasury Guidance and eligible project criteria; internal project / equipment presentation by county departments and municipal partnership opportunities. The Board will have the opportunity to make decisions of specific requests.

To be considered at the February 1st meeting, municipal requests will be required to be in writing and received by **noon on Friday, January 21st**. The requests will need to follow the format listed below:

- Project description
- Project timeline
- Project Funding – Detail of all funding sources – including the municipal investment
- How will ARPA Funds be utilized
- Describe how the county – municipal partnership will benefit the local community and the county
- Describe how the project meets the ARPA requirements and guidelines

Please submit your project information to the following email: arpa@co.dodge.wi.us

For specific project discussions, please contact Nate Olson at 920-386-3948, if needed.

All project information will be provided to County Board members for consideration and posted on the county's website by January 26th.

Please contact me with general questions: rkottke@co.dodge.wi.us or by phone at 920-386-3603.

Sincerely,

Russell Kottke
Dodge County Board Chair



A G E N D A
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, March 10, 2020 at 4:30 PM

CALL TO ORDER

ROLL CALL

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

No Public Participation after this point.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

CONSIDERATION - ACTION

1. Approve minutes of the February 11, 2020 meeting.
2. Monroe Street pond amendment
3. Monroe St. pond update from DNR
4. Discuss / Approve / Recommend to Council Bid results for the 2020 Mill & Overlay Projects
5. Directional Sign Panel Design and Quote
6. Welcome to Waupun Monument sign design and quote.
7. Welcome to Waupun sign base work estimates - approval to bid work out.

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



N5528 Miranda Way
Fond du Lac, WI 54937
(920) 921-7181

ESTIMATE

ES-F-31364

The way to grow your business.
www.signarama.com

Payment Terms: Net 30

Created Date: 10/9/2019

DESCRIPTION: Wayfinding Signs

Bill To: City of Waupun
201 E Main St
Waupun, WI 53963
US

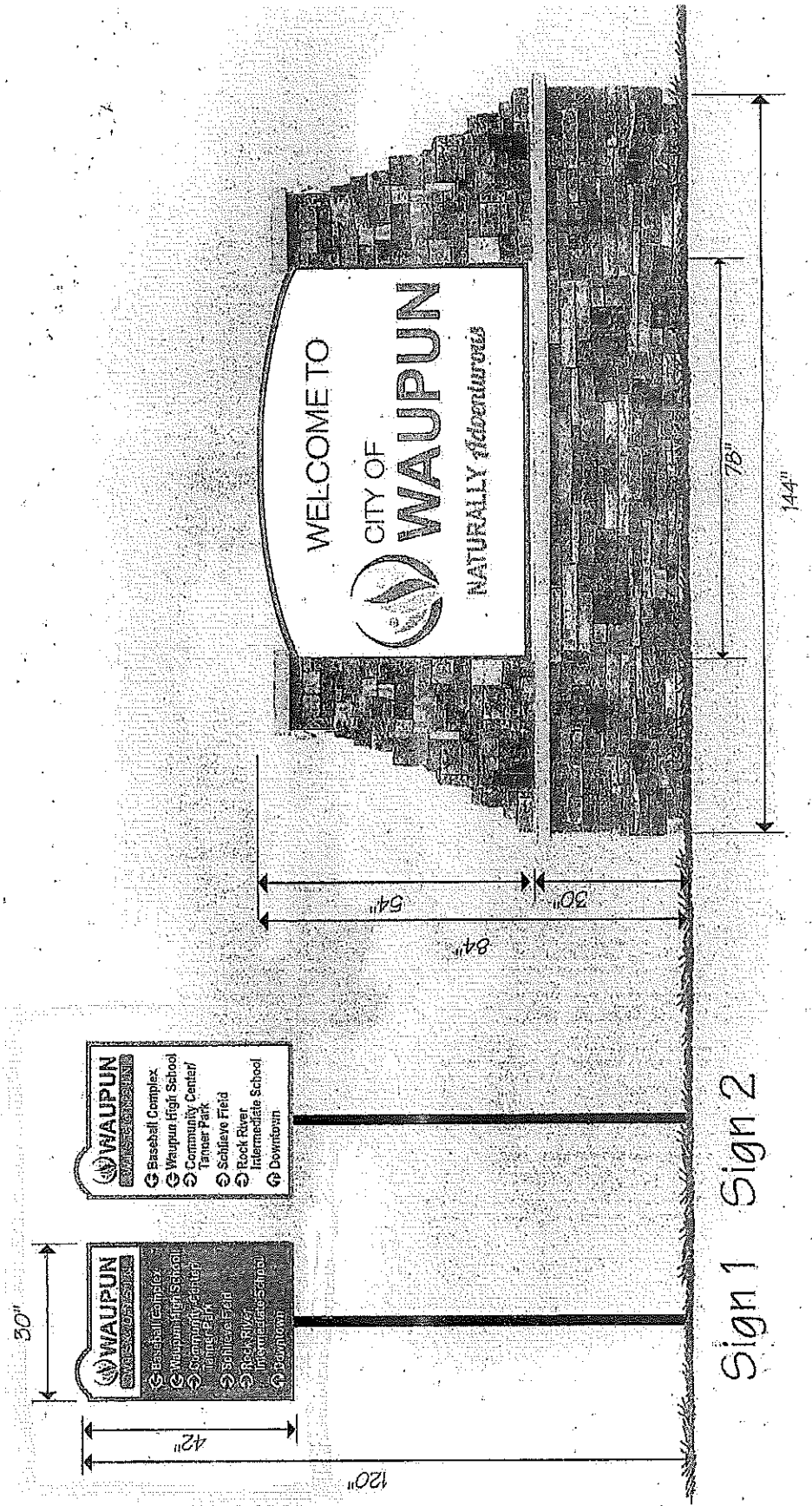
Installed: City of Waupun
201 E Main St
Waupun, WI 53963
US

Requested By: Jeff Daane
Email: jeff@cityofwaupun.org
Work Phone: (920) 324-7918

Salesperson: Lauren Herlache
Email: lauren@signarama-fdl.com
Cell Phone: 920-933-0591
Entered By: Lauren Herlache

NO	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Directional Sign Panels	27	\$245.50	\$6,628.50
1.1	Layout / PRE-Estimate - Text: 30" x 42" Sign Panels: .125" aluminum, painted 1 color on 2 sides, digitally printed vinyl graphics on 1 side, holes for mounting. Install by customer.			
2	Monument Sign - Sign Face Only - Aluminum	4	\$739.50	\$2,958.00
2.1	Custom Exterior Sign - Part Qty: 1 Text: Non-illuminated Sign, single-sided. Provide sign face for customer installation. Customer will set pole and do stone work. Customer to install sign.			
3	Monument Sign - Sign Face Only - HDU	4	\$3,600.00	\$14,400.00
3.1	Custom Exterior Sign - Part Qty: 1 Text: Non-illuminated Sign, single-sided. Material: HDU Provide sign face for customer installation. Mounting provisions?? Customer will set pole and do stone work. Customer to install sign.			

Concept 2





N5528 Miranda Way
Fond du Lac, WI 54937
(920) 921-7181

ESTIMATE ES-F-31364

The way to grow your business.
www.signarama.com

Payment Terms: Net 30

Created Date: 10/9/2019

DESCRIPTION: Wayfinding Signs

Bill To: City of Waupun
201 E Main St
Waupun, WI 53963
US

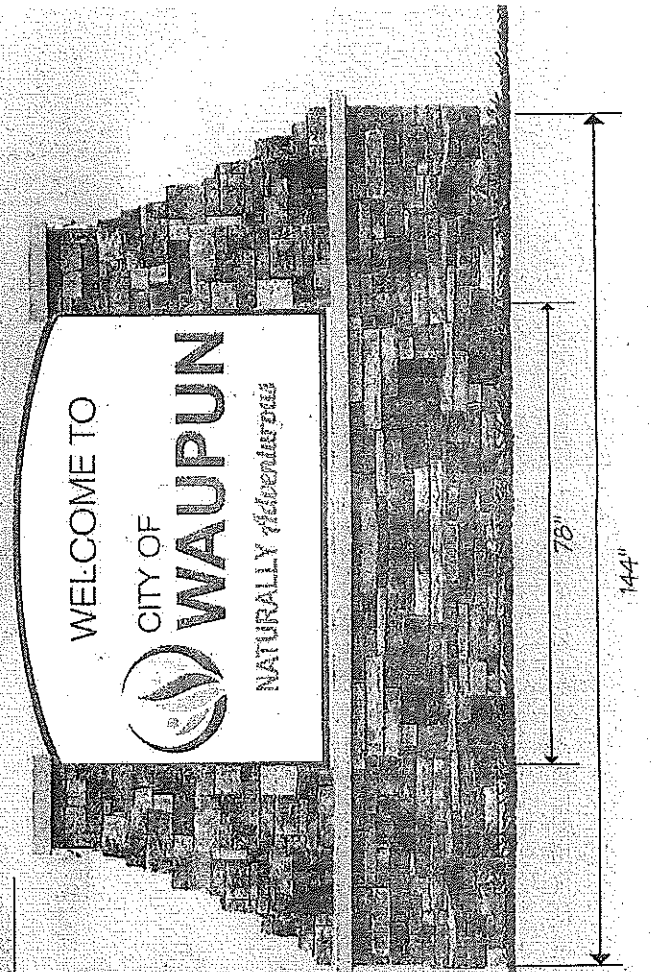
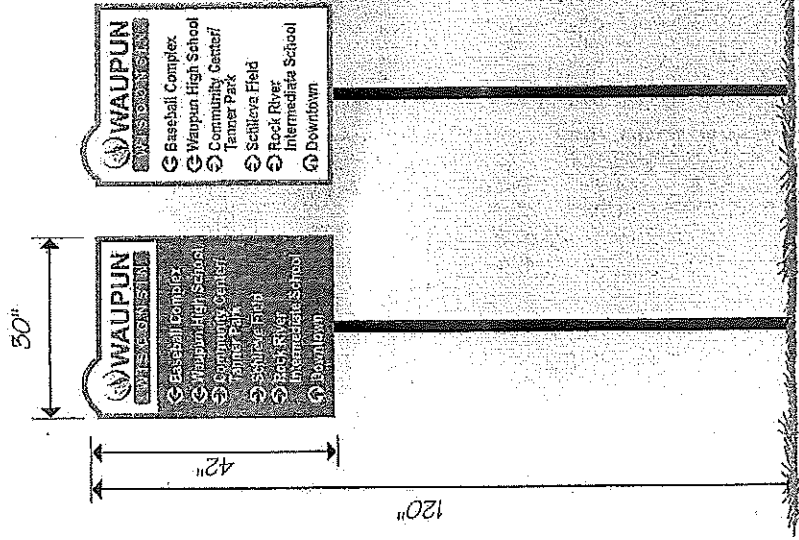
Installed: City of Waupun
201 E Main St
Waupun, WI 53963
US

Requested By: Jeff Daane
Email: jeff@cityofwaupun.org
Work Phone: (920) 324-7918

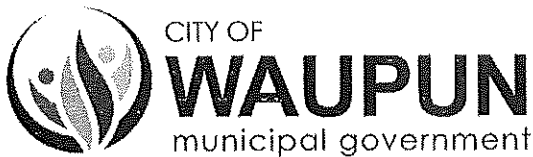
Salesperson: Lauren Herlache
Email: lauren@signarama-fdl.com
Cell Phone: 920-933-0591
Entered By: Lauren Herlache

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Directional Sign Panels	27	\$245.50	\$6,628.50
1.1	Layout / PRE-Estimate - Text: 30" x 42" Sign Panels; .125" aluminum, painted 1 color on 2 sides, digitally printed vinyl graphics on 1 side, holes for mounting. Install by customer.			
2	Monument Sign - Sign Face Only - Aluminum	4	\$739.50	\$2,958.00
2.1	Custom Exterior Sign - Part Qty: 1 Text: Non-illuminated Sign, single-sided. Provide sign face for customer installation. Customer will set pole and do stone work. Customer to install sign.			
3	Monument Sign - Sign Face Only - HDU	4	\$3,600.00	\$14,400.00
3.1	Custom Exterior Sign - Part Qty: 1 Text: Non-illuminated Sign, single-sided. Material: HDU Provide sign face for customer installation. Mounting provisions?? Customer will set pole and do stone work. Customer to install sign.			

Concept 2



Sign 1 Sign 2



MINUTES
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, March 10, 2020 at 4:30 PM

C CALL TO ORDER

Chairman Mielke called the meeting of the Board of Public Works to Order at 4:30pm.

ROLL CALL

Board members present on roll call are Chairman Mielke, Alderman Matoushek, Chief Rasch, Public Works Director Daane, and City Clerk Hull. Alderman Vossekui is absent and excused.

Common Council members in attendance are Mayor Nickel.

City Staff present is Administrator Kathy Schlieve.

No media is present.

No members in the audience are present.

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS

No member of the public appeared before the Board.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

The next regularly scheduled meeting of the Board of Public Works is April 14, 2020 at 430pm in the City Hall Council Chambers, if needed.

CONSIDERATION - ACTION

1. Approve minutes of the February 11, 2020 meeting.

Motion Matoushek, second Rasch to approve the February 11, 2020 Minutes of the Board of Public Works. Motion carried 5-0.

2. Monroe Street pond amendment

MSA provides an amendment to the agreement for Monroe Street Storm Pond due to the City's desire to increase the size of the pond are to achieve more water quality treatment. Daane intends to file for a grant again this spring. Amendment Cost is \$10,950 with estimated construction oversite fee of \$4400, however could be less.

Motion Rasch, second Matoushek to approve the MSA agreement for Monroe Street Storm Pond. Motion carried 5-0 on roll call.

3. Monroe St. pond update from DNR

DNR informed Daane there are no grant funds available at this time to increase our grant request and land acquisition fees. Daane questioned if this could be moved to another pond in our top five Harmsen and Oak Lane location that we own that land and fits in our budget. Consideration to submit for Harmsen and Oak Lane location. DNR said to submit for the new grant and later submit again for the Monroe Street pond. Daane will be bringing resolutions to a future meeting for Monroe Street Pond and for Harmsen/Oak Lane.

4. Discuss / Approve / Recommend to Council Bid results for the 2020 Mill & Overlay Projects

Mill and overlay bids were received. Kartechner (\$183,733.22), Northeast Asphalt (\$196,043.35), and Tri-County Paving (\$221,929.90). This is the first year Kartechner is doing black top paving. They have purchased

paving equipment and have experienced personnel. Woodland Drive is a cost sharing with Township (Daane has a signed agreement in place with them) and the Lions are donating toward the Dodge Park basketball court.

Motion Matoushek, second Hull to award the bid of mill and overlay to Kartechner Brothers LLC. In the amount of \$183,733.22. Motion carried 5-0 on roll call.

5. Directional Sign Panel Design and Quote

Signarama has provides quotes for directional signs to be placed in 27 locations throughout the City. These signs will replace the current blue signs. Consensus provides for sign #1 - green background with white lettering.

Motion Rasch, second Hull to approve the sign design #1 as provided by Signarama. Motion carried 5-0 on roll call.

6. Welcome to Waupun Monument sign design and quote.

\$3600 per monument sign for sign face portion only of the Welcome to the City of Waupun is proposed. These will replace the current four signs located at City entrance points located on HWY 49 on both East and West ends of the City. Also on HWY 26 on the South end and on Fond du lac Street on the North end of the City. Schlieve states the funding of the four will be financed through the TIF. These will be in the DOT right of way so permits will be necessary.

Motion Rasch, second Matoushek to approve concept 2, four signs at \$3600 each. Motion carried 5-0 on roll call.

7. Welcome to Waupun sign base work estimates - approval to bid work out.

Daane states the base portion will be bid. Estimates approximately \$11,000 each for concrete footings and base work. This will be used to mount the new sign face to.

Motion Matoushek, second Rasch to authorize Daane to prepare a bid notice for the sign base work. Motion carried 5-0 on roll call.

ADJOURNMENT

Motion Rasch, Matoushek second to duly call the meeting adjourned at 5:07pm. Motion carried 5-0.

Angie Hull, Clerk



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

VIDEO CONFERENCE AND TELECONFERENCE

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

To Join the Zoom Meeting:

<https://us02web.zoom.us/j/83471669385?pwd=N1pWb1BvUHhGdkp3bk4vVWRIT3VxZz09>

Meeting ID: 834 7166 9385

Passcode: 200628

By Phone: +1 312 626 6799 US (Chicago)

CALL TO ORDER

ROLL CALL

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

No Public Participation after this point.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

CONSIDERATION - ACTION

1. Minutes of the September 14, 2021 meeting.
2. Recommend Request for Proposal to Raze Building and Restore Lot at Former Central WI Christian Grade School (520 McKinley Street, Waupun).
3. Wayfinding sign locations and invoice approval.
4. Traffic complaint at the intersection of Cochrane St. and Park Ave.
5. Tennis Courts at Dodge Park
6. School bus pickup on Wilcox street and Washington Ave.
7. Newton Ave and Rock Ave street reconstruction and Harris Creek safety improvements Update and Action
8. Street Maintenance options for 2022.

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



AGENDA SUMMARY SHEET

MEETING DATE: 10/12/21

TITLE: Wayfinding sign locations and invoice approval

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane Director of Public Works

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Safe Community	\$3,824.75	

ISSUE SUMMARY:

Update wayfinding sign locations in the City. The current signs are old and some are out dated. We have added new areas or facilities in the city that are not on the current signs. Most signs will replace current ones and some are added to new locations and points of entry to the city.

This was budgeted for in both the BID budget and CDA budget.

STAFF RECOMENDATION:

Approve the new wayfinding sign locations and invoice from TAPCO

ATTACHMENTS:

Wayfinding sign location document, Location map and invoice from TAPCO

MOTIONS FOR CONSIDERATION:

Approve wayfinding sign locations, verbiage and invoice from TAPCO

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1 Main St & Gateway Dr (westbound on Main St) – new location need post

- ← Baseball Complex
- ← Waupun Jr/Sr High School
- Community Center / Tanner Park →
- Schlieve Field →
- Rock River Intermediate School →
- Downtown ↑

2 Main St & Gateway Dr (Eastbound on Main St) – new location need post

- Baseball Complex →
- Waupun Jr/Sr High School →
- ← Community Center / Tanner Park
- ← Schlieve Field
- ← Rock River Intermediate School

3 Main St. & Watertown St. (Westbound on Main St) – replace current sign

- McCune Park & Ball Diamond →
- ← Pioneers / Wilcox Park
- Rock River Trail →
- ← Business (or Industrial) Park

4 Main St. & Watertown St. (Eastbound on Main St) – replace current sign

- ← McCune Park & Ball Diamond
- Pioneers / Wilcox Park →
- Business (or Industrial) Park →

5 Main St. & Fond Du Lac St. (Eastbound on Main St) – new location add to light pole

- ← McCune Park / Ball Diamond
- ← Community Center / Tanner Park
- ← Schlieve Field
- ← Rock River Intermediate School
- ← Rock River Trail

6 Main St. & Madison St. (Westbound on Main St) – replace current sign

- Veterans Memorial Field →
- End of the Trail →
- Recording Angel →
- Rock River Intermediate School →
- Community Center / Tanner Park →
- ← Waupun Heritage Museum / Citadel
- ← Dodge Park

7 Main St. & Madison St. (Eastbound on Main St) – replace current sign

- ← Veterans Memorial Field
- ← End of the Trail / Shaler Park
- ← Recording Angel
- ← Community Center / Tanner Park
- Waupun Heritage Museum / Citadel →
- Dodge Park →

8 Main St & Mill St (Westbound on Main St) – replace current sign

- ← Senior Center
- ← City Parking Lot

9 Main St & Mill St (Eastbound on Main St) – replace current sign

- Senior Center →
- City Parking Lot →

10 Main St & Forest St (Westbound on Main St) – replace current sign – move 25 mph sign to pole east. Put new sign there

- ← City Hall & Dawn of Day
- ← Waupun Public Library (remove Library sign on post)
- Harris Mill Park →

11 Main St & Forest St (Eastbound on Main St) – replace current sign

- City Hall & Dawn of Day →
- Waupun Public Library →
- ← Harris Mill Park

12 Main St & Beaver Dam St / Brandon St. (Westbound on Main St) – new location may be able to go

- ← on light pole or new post
- ← Who Sows
- ← West End Park
- ← Meadowview Primary School
- ← Medema Softball Diamonds

13 Main St & Beaver Dam St / Brandon St. (Eastbound on Main St) – new location need post

- Who Sows →
- West End Park →
- Meadowview Primary School →
- Medema Softball Diamonds →
- ↑ Fire/ Police Station
- ↑ Downtown

14 Main St & Fox Lake Rd (Westbound on Main) – new location add to light pole

- ← Central Wisconsin Christian School

15 Main St & Fox Lake Rd (Eastbound on Main) – new location add to light pole

- Central Wisconsin Christian School →

16 Main St. & County Park Rd. (Westbound on Main St) – new location add to light pole

- Waupun Family Aquatic Center →
- Doe & Fawn →
- Waupun County Park →

17 Main St. & County Park Rd. (Eastbound on Main St) – new location need a post

- ← Waupun Family Aquatic Center
- ← Doe & Fawn
- ← Waupun County Park

18 Beaver Dam St & Lincoln St (Northbound on Beaver Dam St) – new location add to power pole

Dodge Park →

Waupun Jr/Sr High School →

Waupun Baseball Complex →

← Medema Softball Diamonds

19 Fox Lake Rd & Main St – replace current sign

Downtown →

Sculptures →

Fire/Police Station →

City Hall →

Waupun Public Library →

20 Lincoln St & Madison St. (Northbound on Madison St) – new location – need post

Waupun Heritage Museum / Citidal ↑

Waupun Jr / Sr High School →

Waupun Baseball Complex →

← Meadowview Primary School

← Medema Softball Diamonds

21 Fond du Lac / Spring St (Southbound on Fond du Lac St) – new location – need post

Community Center / Tanner Park →

Schlieve Field →

Rock River Intermediate School

End of the Trail →

McCune Park / Ball Diamond ↑

Downtown ↑

22 N Madison / Spring St. (Southbound on Madison St) – new location need post –

City Hall & Dawn of Day ↑

Downtown ↑

← Community Center

← Schlieve Field

← Rock River Intermediate School

23 Fond du Lac / Gateway (Northbound on Fond du Lac St) – new location – need post

- ← Community Center / Tanner Park
- ← Schlieve Field
- ← Rock River Intermediate School
- ← Veteran's Memorial Field
- ← End of the Trail

24 Watertown St & E Lincoln St (Northbound on Watertown St) – new location – need a post

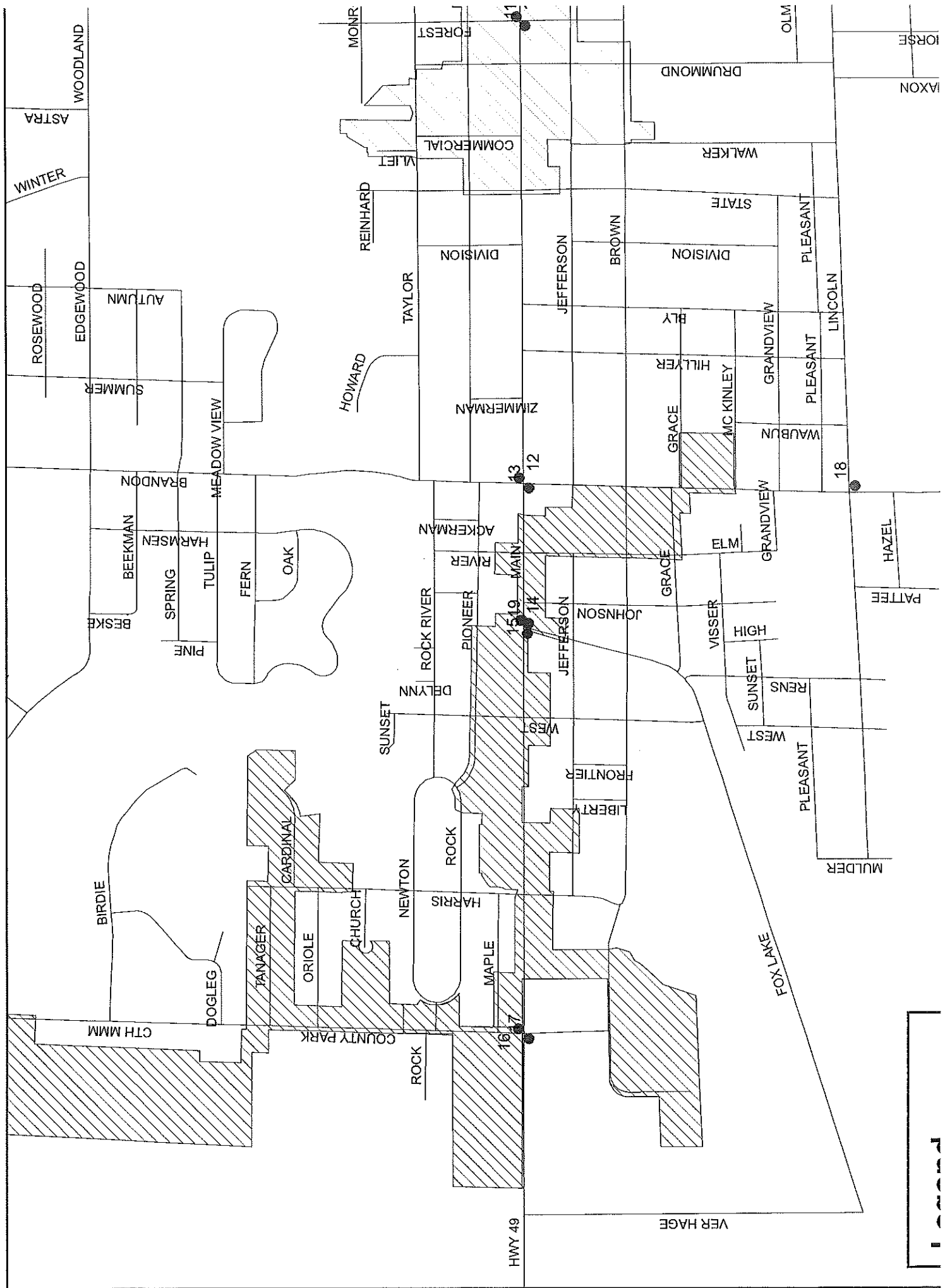
- Waupun Jr/Sr High School →
- Waupun Baseball Complex →
- ← Dodge Park
- ← Medema Softball Diamonds
- ← Meadowview Primary School

25 Madison St. & Nummerdor Dr (Southbound on Madison St) – replace current sign

- Recording Angel →
- End of the Trail →
- Downtown ↑

26 Madison St. & Nummerdor Dr (Northbound on Madison St) – replace current sign

- ← Recording Angel
- ← End of the Trail





Safe travels:

Traffic and Parking Control Co., Inc.

5100 West Brown Deer Road
Brown Deer, Wisconsin 53223

Phone (800) 236-0112 • TAPCOnet.com • Fax (800) 444-0331

SALES QUOTE

Customer Copy

Number	Q21008470
Date	5/20/2021
Page	1

Sell To Cust. C407	City Of Waupun Jeff Daane 201 E Main Street JENNY@CITYOFWAUPUN.ORG Waupun, WI 53963-0232			Ship To Cust.	City Of Waupun Jeff Daane 201 E Main Street JENNY@CITYOFWAUPUN.ORG Waupun, WI 53963-0232		
Customer PO #		Expires	Slsp	Terms		Freight	Ship Via
WAYFINDING		6/19/2021	Aaron Guilbault	Net 30 DAYS		PREPAY/ADD	BEST RATE

Item	Description	Quantity	UM	Price	Extension
SP SIGN	30"x42"x.100,HIP Shlg,overlay,raw back,custom cut, 4-color,digital print w/ 3/8" holes top/bottom	26	EA	119.95	\$3,118.70
054-00006	Mouting for Uchannel posts U-Channel Post,12'2 lbs/ft.,Green,Holes Full Length, 24lbs Total	15	EA	39.95	\$599.25
373-00693	Hardware,Standard Mounting,2.5"x5/16" Set of 2 bolts, nuts and flat washers	15	ST	1.00	\$15.00
035-00008	Mounting for round posts Flared Leg Bracket, No Bolt, no Washer D02299	9	EA	3.50	\$31.50
035-00010	Bolt, 5/16-18"x3/4" HEX S/S G5 vmi	9	EA	0.65	\$5.85
052-00295	Nylon washer 5/16" x 7/8" OD vmi	9	EA	0.10	\$0.90
138775	Stainless Steel Strapping,.050"x.025"x30"Long,with built in ValuClip	9	EA	5.95	\$53.55

Plus Shipping and Handling

Thank you- Aaron Guilbault
#920-728-1792
aaron@tapconet.com
#888-806-8885

Shipment within _____
Acceptance By _____
Date _____
By _____

Merchandise	Freight	Tax	Total
\$3,824.75	\$0.00	\$0.00	\$3,824.75

All prices are listed in **US Dollars (USD)**

For terms and conditions, please visit: <https://www.tapconet.com/terms-conditions>



MINUTES
CITY OF WAUPUN BOARD OF PUBLIC WORKS AND
FACILITIES COMMITTEE
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, October 12, 2021 at 4:30 PM

CALL TO ORDER

The Board of Public Works met virtually and in person at 4:30 pm on Tuesday, October 12, 2021.
Chairman Kaczmariski called the meeting to order at 4:30 pm

ROLL CALL

Members Present: Peter Kaczmariski, Mike Matoushek, Jason Westphal, Dale Heeringa, Ryan Mielke
Members Excused: Gregg Zonnefeld and Dave Rens
Staff Present: Jeff Daane - Public Works Director, Kathy Schlieve - City Administrator and Julie Nickel - Mayor
Guests: Jan White - Waupun Lions Club, Brad Bille - Waupun Area School District

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS--

No one appeared

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

Next meeting will be Tuesday, November 9, 2021 at 4:30 pm.

CONSIDERATION - ACTION

1. Minutes of the September 14, 2021 meeting.
Motion by Matoushek, second by Westphal to approve the minutes of the September 14, 2021 meeting.
Motion carried, unanimously (5-0).
2. Recommend Request for Proposal to Raze Building and Restore Lot at Former Central WI Christian Grade School (520 McKinley Street, Waupun).
Motion by Matoushek, second by Mielke to recommend to the Council the proposal of WD Navis for \$102,885 to raze 520 McKinley St. Motion carried, unanimously (5-0).
3. Wayfinding sign locations and invoice approval.
Westphal questioned southbound signage for Beaver Dam St. and Watertown St. Jeff will consider this. Also S. Madison St. may need to be put up. Kathy believes we need more parking downtown signs. Gregg Zonnefeld asked that more of the signs include the CWC Campus and Mulder Field.

Motion by Matoushek, second by Westphal to not spend over \$5,000 for more signage. Motion carried, unanimously (5-0).
4. Traffic complaint at the intersection of Cochrane St. and Park Ave.
No action taken. Waupun Police Department will continue to monitor.
5. Tennis Courts at Dodge Park
Jan White representing the park sponsor, Waupun Lions Club, appeared. Jan suggested a GAGA ball court inside the fenced in area. She asked that Jeff get a quote on what a court would cost and the Lions Club would look at supporting the cost. Jeff suggested a band stand. Mike suggested an outdoor ice skating rink. Jason suggested a bag toss area. Jason is questioning if the WASD is charging to use the tennis courts at the high school. Brad Bille stated that he didn't believe so. Jeff will get some costs together on all of the ideas brought up and present at a future meeting.

6. School bus pickup on Wilcox street and Washington Ave.
Brad Bille is present representing the Waupun Area School District. They are looking for parking restrictions on Wilcox St. Discussion was made about moving the bus drop off to just Washington Ave. or use the ESC parking lot. This item was tabled. Jeff and Brad will talk to the bus company to possibly move the bus stop to Washington Ave.

Westphal left the meeting at 5:10 pm (excused).

7. Newton Ave and Rock Ave street reconstruction and Harris Creek safety improvements Update and Action
 1. Roadway Fence - Cost estimate is \$3,000. Discussion was addressed on possible flooding issues, and how high of fencing would be needed. Motion by Heeringa, second by Matoushek to deny the roadway fencing. Motion carried, unanimously (4-0).
 2. Homeowner at 928 Rock Ave Fence - \$3,000. We are currently over budget by \$15,000 as of today on the Newton/Rock Ave. project. Motion by Matoushek to approve the fence at 928 Rock Ave., no second, motion failed. Motion by Heeringa, second by Mielke to deny fence at 928 Rock Ave. Motion carried (3-1).
8. Street Maintenance options for 2022.
Tabled due to time.

ADJOURNMENT

Motion by Matoushek, second by Mielke to adjourn the meeting. Motion carried, meeting adjourned at 5:59 pm