



City of Waupun

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"Wild Goose Center of Wisconsin"

Waupun Common Council
Minutes of Special Meeting
Tuesday, May 23, 2017

The Waupun Common Council met in special session on Tuesday, May 23, 2017 at 5:30pm in the Common Council Chambers of the Waupun City Hall with Mayor Nickel presiding.

City Staff present are City Attorney VandeZande, City Clerk Hull, Police Chief Heeringa, Deputy Chief Loudon, Public Works Director Daane, Fire Chief DeMaa, Administrator Schlieve, Utility Manager Posthuma, and Finance Director Oosterhouse. Library Director Jaeger is absent and excused.

Audience present is Tyler Struzl.

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

Members present on roll call are Alderman Vossekui, Alderman Westphal, Alderman Mielke, Alderman Vanderkin, and Alderman Matoushek. Member absent and excused is Alderman Kaczmariski.

As the City will begin to incur costs for public improvements related to the development of TID 7, a resolution must be approved in order for the City to be reimbursed.

Motion Vanderkin, second Matoushek to approve Resolution 05-23-17-01 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing. Motion carried 5-0 on roll call.

Waupun Utility Commission made recommendation for adoption of an ordinance to amend Ch. 12.05(1) entitled Public Utilities-Electric Department Rules and Regulations-Application for Electric Service. The Utilities is in the process of developing an agreement with Alliant to avoid controversy with territorial issues and avoid duplication of services.

Motion Matoushek, second Westphal to adopt Ordinance 17-06 to amend Ch. 12.05(1) entitled Public Utilities-Electric Department Rules and Regulations-Application for Electric Service. Motion carried 5-0 on roll call.

The agenda item of Ordinance for School Bus Loading Zone at Rock River Intermediate School is tabled for a future meeting.

The Waupun School District wishes to acquire City property, approximately 2 acres, that lies southeast along the new athletic complex for parking lot purposes. This property is not land the City can develop. Waupun School District has been maintaining this property since 2012. The City proposed, in exchange, the use of Veterans Field and concessions (track and tennis courts area) for youth soccer. We would use staff,

at an approximate cost of \$10,000, to remove the court and excavation. Waupun School District approved this with the contingency of Council approval.

Westphal would like to negotiate for additional School property that they are not using, such as Medema Fields for Girls Softball. Concerns of parking and lighting were voiced.

Motion Matoushek, second Vossekul to approve the land transfer of approximately 2 acres of City property, located along Mayfair Street (parcel 292-1315-0433-202), to the Waupun School District. Motion carried 5-0 on roll call.

Plan Commission approved and made recommendation of adoption of an ordinance to amend Ch.16.01 (10) entitled Zoning Map. Petition from the Waupun Area School District was received to rezone property on Shaler Dr. between Lincoln St. and Mayfair St. from the PCD Planned Community Development District to the R-1 Single Family Residential Zoning District.

Motion Vanderkin, second Vossekul to adopt Ordinance 17-07 to amend Ch.16.01 (10) entitled Zoning Ordinance-Zoning Map. Motion carried 5-0 on roll call.

Due to the vacancy of the Police Chief, the job description was reviewed and revised.

Motion Westphal, second Matoushek to approve the job description for Police Chief. Motion carried 5-0 on roll call.

Demaa requests a mutual aid agreement be prepared, with the support of Cities and Villages Mutual Insurance Company and the City Attorney, for other entities to use our training tower as he has received request from Dodge Correctional and Dodge Shore Fond Du Lac County Swat team. VandeZande clarifies to the Council that a mutual aid agreement holds the City harmless from others injuries.

Motion Vanderkin, second Matoushek to approve a mutual aid agreement, with the support of Cities and Villages Mutual Insurance Company and the City Attorney, for a joint use of the Fire Department Training Facility with other Entities. Motion carried 5-0 on roll call.

Motion Matoushek, second Westphal to accept the 2016 Business Improvement District Audit. Motion carried 5-0 on roll call.

Oosterhouse informs the Council of the hiring of an investment advisor. The City current has over \$4.5 million in cash and investments with the Local Government Investment Pool at the rate of .0765%. As rates deemed profitable, there was no reason to look elsewhere. Rates are now rising and Oosterhouse has hired Ehlers to be our financial advisor to manage our funds and make investments for a fee of .02%.

Discussions of various possibilities were heard on electronic communication devices for the Council. Oosterhouse will return with more information at a future meeting.

Mayor informs the Council of VonBriesen & Roper Officials Conference which they are welcome to attend.

Motion Vanderkin, second Westphal to authorize the City Clerk to release payment of the monthly expenses. Motion carried 5-0 on roll call.

Motion Vanderkin, second Matoushek to approve the Operator Licenses to Margaret Hulne, Mariah Mitchell, Chera DeVries, Adam Vesper, Jordan Sterk, Adrian Harmsen, Alexandria Green, Katherine Burk, Veronica Hickstein, Laura Mutz, Danielle Freeman, Stephen Lenz, and Richard Smith and the Temporary

Class B licenses to Waupun Festival Inc. for Celebrate Waupun June 30-July 2, 2017 located at 503 E Spring St., Waupun; Waupun Fire Dept for Truck N Show August 11-12 located at 503 E Spring St., Waupun; Waupun Drift Jumpers for Waupun Truck N Show August 11-12 located at 510 E Spring St., Waupun and Waupun Volksfest for Volksfest September 8-9, 2017 located at 503 E Spring St. Waupun. Motion carried 5-0.

Mayor announces this is Chief Dale Heeringa' final meeting prior to retirement.

Discussion of the 2018 Budget process is heard. Department staff is excused.

Motion Matoushek, second Vanderkin to adjourn in closed session under Section 19.85 (1) (e) of the Wisconsin Statutes to consider negotiations and confer with Legal Counsel for the sale of public land in TIF 3, TIF 5, and TIF 6. Motion carried 5-0.

Motion Vanderkin, second Mielke to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

No action from closed session.

Motion Westphal, second Matoushek to call the meeting adjourned at 8:55pm.

Angela Hull, Clerk