

**Waupun Common Council**  
**Minutes of Meeting from December 11, 2018**

Mayor calls to order at 6pm.

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

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

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

Other City Staff present is Economic Development Coordinator VanBuren and Code Enforcer Beer.

Audience present is Mike and Barb Fenz, Bill Keren III, Michelle Fenz, Rick and Laurie Vanthoff, Debra Foster, Justin Hull, Craig and Sally Shoemaker, Craig Molitor, Lisa Lefebber, Mary Parodo, Eric Kostecki.

Fire Chief Demaa introduces newly hired Fire Fighters Emily Truttmann Heather Shoemaker, and Michelle Fenz. City Clerk Hull offers the Oath of Office and Chief Demaa presents the Badge Pinning Ceremony.

Mayor Nickel made recognition of Rick Vanthoff, who served 20 years on the Recreation Board and was a member of the ADA Committee, as he submitted his resignation effective December 31, 2018.

Mike Beer, Fond Du Lac County Supervisor, provides update of County proceedings. A contractor is clearing the debris from the storm damage at the Fond Du Lac/Waupun County Park

Craig Molitor, President of Destination Lake Winnebago Region; Lisa Pauly Lefebber , VP of Operations, Destination Lake Winnebago Region; and Mary Parodo, Founder of Sage Marketing provides an overview of their marketing strategy for Waupun which included creating a brand "Naturally Waupun" and campaigned to highlight Waupun's main features through social media and various advertising avenues.

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

City Clerk Hull informs the Council that the City does not have an ordinance that requires a primary be held whenever the number of candidates who qualify for the ballot is more than twice the number of seats open for an office. Because of this, we will not hold a primary regardless of the number of candidates, unless the Council makes motion upon a spring primary not later than 3 days after the deadline for filing nomination papers or Electors of the City file a sufficient petition requesting a primary within 3 days after the deadline for filing nomination papers. At this time, for the April 2019 Spring Election, we do not have more than twice the number of candidates filing for a local municipal seat. The

seats up for re-election are Aldermanic District 1, 3, and 5. If the City wishes to hold a local primary, the City will then share in the cost of the election.

Motion Vossekuil, second Kaczmarski to deny a 2019 Primary Election for the local municipal races of Aldermanic District 1, 3, and 5 if there is more than twice the number of candidates filing for these seats. Motion carried on roll call 6-0.

Motion Vanderkin, second Vossekuil to approve the 2019 Taxi Fare Schedule. Motion carried on roll call 6-0.

Motion Kaczmarski, second Matoushek to approve the 2019 public transit assistance program operating application. Motion carried on roll call 6-0.

Economic Development Coordinator VanBuren provides the Community Development Block Grant Citizen Participation Plan for consideration. The City of Waupun completed a facility study and has identified a Community Development Block Grant (CDBG) as a funding source for public facility improvements. To be eligible, the Department of Administration and the U.S. Department of Housing and Urban Development requires the City to adopt a Public Participation Plan that encourages citizen; provides citizens reasonable and timely access to local meetings and information; provides for technical assistance; provides for public hearings; provides for complaint procedures; and accommodates non-English speaking residents. The grant timeline is 24 months with a maximum matching award of \$500,000. The application is due the end of May 2019.

Motion Westphal, second Matoushek to adopt the Community Development Block Grant Citizen Participation Plan. Motion carried on roll call 6-0.

The Board of Public Works made a recommendation for Council adoption of an ordinance to amend Chapter 6.07 entitled Traffic due to the Madison Street getting a new paved surface. The ordinance would designate S Madison as Class B highway instead of a heavy traffic route allowing it to match up with N. Madison Street. Truck traffic would then go down Libby or Industrial Park as heavy traffic routes.

Motion Vanderkin, second Kaczmarski to adopt Ordinance 18-10 to amend Chapter 6.07 entitled Traffic Code to provide S. Madison Street as a Class B Highway route and Industrial Drive and Libby Street as Heavy Traffic routes. Motion carried 6-0 on roll call.

The Board of Public Works made a recommendation for Council to approve a resolution which provides for the City's commitment and support for cost effective measures for City facilities with energy efficient programs developed by Waupun Utilities and WPPI Energy. To create a City wide energy management policy, the City must make a commitment toward initiatives that save energy over a long period of time. The resolution provides that the City will set a goal to curb use of electricity in City facilities by 5% from the levels measured in 2018 with in three years of the resolution adoption. Daane feels this is obtainable.

Motion Vossekul, second Matoushek to approve Resolution 12-11-18-01 Implementing Municipal Wide Energy Management Policy. Motion carried 6-0 on roll call.

Demaa provides a Resolution Adopting an Addendum to the Fond Du Lac County Natural Hazard Mitigation Plans: 2015-2020. Due to the 2018 August Storm Declaration with FEMA, funds became available for communities within the state of WI, Fond Du Lac County, to submit pre-mitigation projects. The City of Waupun submitted shoreline improvements to Harris Creek. As this was not specifically listed in the 2015-2020 Fond Du Lac County Natural Hazard Mitigation Plans, we were encouraged to adopt an addendum to this Plan. Fond DU Lac County will also adopt this addendum.

Motion Matoushek, second Vanderkin to adopt Resolution 12-11-18-02 Adopting an Addendum to the Fond Du Lac County Natural Hazard Mitigation Plans: 2015-2020. Motion carried 6-0 on roll call.

Motion Vanderkin, second Kaczmariski to adjourn to closed session under Section 19.85 (1) (c) (e)(g) of the WI Statutes for consideration of Land Negotiations in TID 3, consult with legal counsel on possible litigation regarding Cooper Apartments, and consideration of Fire Department Wage Rates. Motion carried.

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

No action from closed session.

Motion Vossekul, second Matoushek to call the meeting adjourned at 8:29pm. Motion carried 6-0.

Angela Hull, Clerk