

**Waupun Common Council**  
**Minutes of Special Meeting from January 29, 2019**

Mayor calls to order at 530pm.

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, Chief Loudon, Utility General Manager Posthuma, Public Works Director Daane, Chief Demaa, and Recreation Director Kaminski.

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

Audience present is Steve Chene of the Waupun School Board.

Steve Chene of the Waupun School District Board comes before the Council for discussion of school bus warning lights. Chief Loudon makes a recommendation to reflect the Plymouth ordinance.

Motion Vanderkin to authorize the City Attorney to create an ordinance, reflective of discussions in relation to the usage of school bus warning lights. Due to no second, motion fails.

VandeZande believes there are items that need clarification: What is the definition of traffic signal, what is the control of a side street but you have a through street that the bus is operating on, and if we were to try to match the code outside of the City-how would we revise it. Westphal would like revised the use of the lights matches what they do outside our jurisdiction.

Motion Kaczmarski, second Westphal for City Attorney to review and provide information at a future meeting. Motion carried 6-0 roll call.

Motion Westphal, second Matoushek to authorize the hiring to fill the vacancy of Lead Mechanic. Motion carried 6-0 on roll call.

Resolution 01-29-19-01 Approving 2018 Budget Amendments in a Series of Funds and Resolution 01-29-19-02 Approving the Carryforward of Unexpended 2018 Appropriations is brought before the Council for consideration.

These are amendments that the Council approved throughout the year, such as the Capital Improvement Fund for Madison Street engineering, Equipment Replacement Fund for installation of a warning siren, insurance claims, and TIFs. Savings were found with overtime in the Police Dept, health insurance premiums, utilities of electric and gas, website, aquatic center utilities, chemicals, and wages; workers compensation refund, and storm damage grant.

Propose to transfer surplus funds of \$170,000 to amend general fund capital projects to allow the city to use the surplus fund in the near future to avoid being negatively impacted by the expenditure restraint formula and propose transfer of \$15,000 surplus fund to the technology account for municipal management software.

Motion Vanderkin, second Matoushek to approve Resolution 01-29-19-01 Approving 2018 Budget Amendments in a Series of Funds. Motion carried 6-0 on roll call.

Motion Vossekui, second Vanderkin to approve Resolution 01-29-19-02 Approving the Carryforward of Unexpended 2018 Appropriations. Motion carried 6-0 on roll call.

Sidewalk replacement charges during construction is brought forward as a request from the Board of Public Works to review this possible ordinance change. The proposed ordinance provides for a 50% City 50% owner split. Discussions turn to charging tax exempt properties; charging costs beyond a 5' concrete square; and reflecting the sidewalk replacement program.

Motion Matoushek, second Westphal to return the discussions to the Board of Public Works. Motion carried 6-0 on roll call.

Motion Westphal, second Vossekui to authorize the Public Works Director to seek request for proposals for LED lighting upgrades at City buildings. Motion carried 6-0 on roll call.

The Downtown Street Scape plan is provided for consideration. The 2019 budget for TID 3 supports investment in Downtown Streetscaping Phase 1 improvements. As part of Phase 1 improvements, all cracked and worn existing furnishing in the current downtown design will be removed and replaced with updated furnishings in compliance with this plan. Additional streetscaping elements will be added to strengthen the brand and enhance beautification.

Motion Matoushek, second Vossekui to approve the Downtown Streetscape master plan. Motion carried 6-0 on roll call.

Motion Vanderkin, second Matoushek to authorize the release of the payment of expenses. Motion carried 6-0 on roll call.

Motion Vossekui, second Matoushek to approve the Operator License to Heather Quickle and Melannie Martinez and the Taxi Driver License to Kristi Donovan. Motion carried 6-0 on roll call.

Motion Vanderkin, second Vossekui to adjourn to closed session under Section 19.85 (1) (e) (g) of the WI Statutes for consideration of Land Negotiations in TID 3 for city owned land in the 400 block of E Main Street and TID 5 for the former Meadowview School site and Seymour Street, and to consult with legal counsel on possible litigation regarding Cooper Apartments. Motion carried 6-0.

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 Matoushek, second Vossekui to call the meeting adjourned at 8:03pm. Motion carried 6-0.

Angela Hull, Clerk