



City of Waupun

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"Wild Goose Center of Wisconsin"

Waupun Committee of the Whole Minutes of Meeting Tuesday, June 30, 2015

The Waupun Committee of the Whole met in regular session Tuesday, June 30, 2015, at 5:30 P.M. in the City Hall Council Chambers with Mayor Kyle Clark presiding.

City Staff present are City Attorney VandeZande, City Clerk Hull, Police Chief Heeringa, Fire Chief Demaa, Utility Manager Posthuma, Public Works Director Flynn, and Finance Director Oosterhouse.

No audience present.

Media present is Daily Citizen representatives Aaron Holbrook and Scott Zeinemann.

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

Members present on roll call are Mayor Clark, Alderman Mielke, Alderman Johnson, Alderman Vanderkin, Alderman Bastian, and Alderman Kaczmariski. Members absent and excused are Alderman Nickel.

Utility Manager Posthuma provides an ordinance to amend Chapter 1.05(c) entitled General Government-Public Utility Commission. The current language states:

(c) Powers and Duties. The Commissioners shall choose from among their number, a President and a Secretary. They shall employ and fix the compensation of such subordinates as shall be necessary. They shall make rules for their own proceedings and for the government of their department. They shall keep books of account in the manner and form prescribed by the Public Service Commission, which shall be open to the public. The departmental expenditures shall be audited by such Commission, and if approved by the President and Secretary of the Commission, shall be paid by the City Clerk-Treasurer in the manner provided by §66.042, Wis. Stats. Utility receipts shall be paid to the City Clerk-Treasurer at least once a month.

The new language is to include a vice-president position if the Commission desires and eliminates the expenditures being audited and approved by the Commission and being paid by the City Clerk-Treasurer.

Motion Johnson, second Vanderkin to recommend to the Common Council to approve amending Chapter 1.05(c) entitled General Government-Public Utility Commission. Motion carried 5-0.

Oosterhouse provides the Capital Asset Capitalization Policy to the Committee. GASB statement 34 requires the City to record and depreciate capital assets. This policy establishes the minimum cost value that shall be used to determine the capital assets, including infrastructure assets that are to be recorded in the city's annual financial statements. This policy also addresses other considerations for recording and depreciating fixed assets.

Motion Vanderkin, second Mielke to adopt the Capital Asset Capitalization Policy. Motion carried 5-0.

Demaa has been offered an emergency response trailer by Koch Pipeline due to the high volume of traffic in and around the community, the location of fuel terminal with in the Township of Waupun, and the waterways that feed the marsh. The total estimated value is \$30,000. Demaa has inspected the equipment and finds it to be of good quality.

Motion Bastian, second Johnson to accept the emergency response trailer donation by Koch Pipeline and offer our appreciation. Motion carried 5-0.

Demaa informs the Committee of retirement and voluntary terminations within the department and asks for approval to fill the three positions.

Motion Kaczmariski, second Bastian to approve the hiring of three volunteer fire fighters. Motion carried 5-0.

Heeringa informs the Committee that Grant Demaa has been offered the position of Patrol Officer, contingent upon background investigation and physical.

Discussion was heard on the recent employment termination of Hank Snyder of the Daily Citizen. Members of the Committee voiced their appreciation for Mr. Snyder's past services with the City. Aaron Holbrook and Scott Zeinemann of the Daily Citizen are present and assure the Committee that services will continue.

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

Motion Johnson, second Vanderkin to approve the Operator Licenses of Vicky Farley, Dylan Weber, Harold Logterman, Annette Tjepkema, Robert Bronkhorst, Jolie VandeZande, Chrissy Michels, Shandell Kolitz, Amanda Horning, and Patricia Clark as recommended by Police Chief Heeringa and the Dairy License to Donnaz Dogz. Motion carried 5-0.

Next month's meeting dates are July 14, 2015 Common Council and July 28, 2015 Committee of the Whole.

Mayor Clark informs the Committee and audience that the Committee will be adjourning to Closed Session for personnel issues but motions will not be made.

Motion Vanderkin, second Bastian to adjourn in closed session under Section 19.85 (1) (e) of the Wisconsin Statutes for reasons of personnel. Motion carried 5-0.

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

No action from closed session.

Motion Johnson, second Bastian duly carried the Committee adjourned at 6:40pm.

Angela J. Hull, City Clerk