



"Wild Goose Center of Wisconsin"



City of Waupun

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Waupun Common Council
Minutes of Meeting
Tuesday, December 15, 2015

The Waupun Common Council met on Tuesday, December 15, 2015 at 5:30pm in the Utility Conference Room at the Waupun Utilities with Council President Johnson presiding.

City Staff present are Attorney VandeZande, City Clerk Hull, Utility Manager Posthuma, Library Director Jaeger, Public Works Director Flynn, Fire Chief DeMaa, Police Chief Heeringa, Economic Development Planner Schlieve, and Finance Director Oosterhouse.

President Johnson called the meeting to order at 5:30pm.

The Pledge of Allegiance was heard, followed by a moment of silence.

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

No Public Hearing is heard.

Waupun Christian Home and Rehabilitation Center Board Member Rick Vant Hoff made a request of placing a 4X8 sign on either the City Hall or Waupun Safety Building property as it's visible to Main Street traffic. This sign would be in the shape of possibly a thermometer to show the progression of donations received for the proposed building addition and renovations to include a 50 bed facility and a state of the art rehabilitation center. Both Fire Chief Demaa and Police Chief Heeringa stated not having any issues with its placement on the Safety Building property.

Motion Vanderkin, second Kaczmariski to approve the November 10, 2015 minutes of the regularly scheduled Common Council meeting and the November 24, 2015 minutes of the Special Common Council meeting. Motion carried 4-0.

Posthuma provides a revision to the Waupun Utility, November 9, 2015 minutes to the Council.

Motion Kaczmariski, second Vanderkin to approve the Boards, Committee, and Commission minutes and to include the revisions to the Waupun Utilities November 9, 2015 minutes. Motion carried 4-0.

Motion Mielke, second Vanderkin to approve the consent agenda. Motion carried 4-0.

On November 24, 2015, the Committee of the Whole made recommendation to the Council to adopt the proposed ordinance to amend Chapter 13 entitled Building Code which provides to further develop fire protection services, the Code Enforcement Officer to issue tickets, updating references to our current

practices, fee structure to be taken from the ordinance and passed by resolution, technical and grammar changes.

Motion Kaczmarski, second Mielke to adopt Ordinance 15-12 to amend Chapter 13 entitled Building Code. Motion carried 4-0 on roll call.

As the City no longer holds a position of Clerk-Treasurer, an ordinance is proposed to amend the chapters of the municipal code to clarify the language for duties of the Treasurer and Clerk and to create a Deputy Treasurer position. Kaczmarski is unsure of consideration of this ordinance as he wishes for more time to review. It is clarified that these are not new duties assigned, only reflecting in the ordinance what the positions currently do and according to Statute. As the Clerk has shared in the duties of the Treasurer, it is recommended to appoint that position as Deputy Treasurer.

Motion Mielke, second Vanderkin to waive the first reading and adopt Ordinance 15-13 to amend Chapters of the Municipal Code pertaining to the City Clerk-Treasurer. Motion carried 3-1 on roll call with Kaczmarski voting nay.

Discussion was heard of the request of signage placement on City property for the Waupun Christian Home and Rehabilitation Center to provide visual progression of donations received.

Motion Kaczmarski, second Vanderkin to approve the placement of a donation progression sign for the Waupun Christian Home and Rehabilitation Center on the property of the Waupun Safety Building located at 16 E. Main Street contingent upon signage placement approval by the Police and Fire Chief. Motion carried 4-0 on roll call.

Due to the State raising the premiums significantly, Oosterhouse requests to withdraw from the Local Government Property Insurance Fund (LGPIF) and consider a new carrier. The 2016 premiums from LGPIF are \$50,667. Oosterhouse has acquired quotes from MPIC (\$31,158) and Selective (\$25,692). Oosterhouse recommends withdrawing from the LGPIF and approve Selective as the new Property and Equipment Insurance Company.

Motion Kaczmarski, second Mielke to withdraw from the Local Government Property Insurance Fund effective January 1, 2016. Motion carried 4-0 on roll call.

Motion Kaczmarski, second Mielke to approve Selective as the new Property and Equipment Insurance Company effective January 1, 2016. Motion carried 4-0 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 2016 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 Mayor, Aldermanic District 2, 4, and 6. There will be a primary held for offices outside of the municipal races. If the City wishes to hold a local primary, the City will then share in the cost of the election.

Motion Kaczmarski, second Mielke to deny a 2016 Primary Election for the local municipal races of Mayor, Alderperson for Aldermanic District 2, 4, and 6 if there are more than twice the number of candidates filing for these seats. Motion carried 4-0 on roll call.

Every two years, the governing body must appoint the election inspectors to their polls for a two year term. The current term expires December 31, 2015.

Motion Vanderkin, second Mielke to approve the City of Waupun Election Inspectors for the 2016-2017 term. Motion carried on roll call 4-0.

Motion Mielke, second Vanderkin to appoint Finance Director Oosterhouse as the City of Waupun Treasurer and City Clerk Hull as the Deputy Treasurer. Motion carried on roll call 4-0.

2016 Fire Department Equipment rates are provided to the Common Council for consideration.

Motion Vanderkin, second Kaczmarek to approve the 2016 Fire Department Equipment rates. Motion carried on roll call 4-0.

Motion Vanderkin, second Mielke to authorize the City Clerk to make payment of the monthly expenses. Motion carried on roll call 4-0.

Motion Vanderkin, second Kaczmarek to authorize City Clerk to release payment of future 2015 invoices prior to year-end as there are no anticipated Council meetings prior to 2015. Motion carried on roll call 4-0.

Motion Vanderkin, second Kaczmarek to approve an Operator License to Amy Schueler; a Taxi Cab License to Brown Cab Inc. dba Waupun Taxi; a Taxi Cab Driver's License to Barbara Brautigam, William Donovan, George Carlson, Donna Donovan, and Brian Kruger; and a Temporary Class B license to Waupun Festival Inc. on February 20, 2016 - Waupun City Hall for Cavern Beat, Waupun Lions on February 13, 2016 - St. Joseph's Parish Center for Vegas Night, and Waupun Hockey Assoc. on December 31, 2015 - Waupun Community Center for New Year's Eve Party. Motion carried 4-0.

The next Council meeting is scheduled for January 19, 2016 due to the School Districts Facilities meeting on January 12, 2016. The Committee of the Whole meeting is scheduled for January 26, 2016 if needed.

Motion Vanderkin, second Mielke duly carried the meeting adjourned at 6:09pm.

Angela Hull, Clerk