

**CITY OF WAUPACA  
COUNCIL PROCEEDINGS**

**REGULAR MEETING  
COUNCIL CHAMBERS CITY HALL  
(with the option to attend virtually  
via video / teleconferencing)**

**TUESDAY FEBRUARY 1, 2022**

**6:04 P.M.**

**1. CALL TO ORDER**

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Pursuant to regulations, the Common Council of the city of Waupaca met on the above date and time.

**2. PLEDGE OF ALLEGIANCE**

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**3. CLERK TO READ OPEN MEETING STATEMENT**

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Sandy Stiebs, City Clerk stated this meeting and all meetings of the Common Council are open to the public. Proper notice has been posted and given to the Media, in accordance with Wisconsin State Statutes so that the citizens may be aware of the time, place, and agenda of this meeting.

**4. ROLL CALL**

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**Present:** Mayor Brian Smith, Alderpersons Collin Dykstra, Lori Chesnut, Paul Hagen, Alan Kjelland, Scott Purchatzke, Dave Peterson, Paul Mayou, Acting Chairperson, Dmitri Martin, Mary Phair and Eric Olson

**Absent:** none

A quorum was declared.

**Also Present:** Aaron Jenson, City Administrator, Sandy Stiebs, City Clerk, Kathy Kasza, Finance Director/Treasurer, Peg Burington, Library Director, Sue Abrahamson, Youth Services Librarian, Jarod Rachu, Community and Economic Development Director, Justin Berrens, Public Works Director, Andrew Whitman, Parks and Recreation Director, Sergeant Wes Zube and Josh Werner, IT Community Media Director

**5. APPROVAL OF CONSENT AGENDA**

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All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion on these items unless a Council member or City staff so requests it, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda. The items selected for the Consent Agenda are as follows: Regular and Special Meeting Minutes, Monthly Income Report for the Parks and Recreation Department, Airport Hangar Reports, Monthly Department Head Reports, Payrolls and Bills, Quarterly Weights and Measures Reports, Quarterly Room Tax Reports, Second Reading of Ordinances, if received a unanimous recommendation at the previous meeting, project invoices for projects previously approved by City Council, any low bid budgeted operating or capital expenditure under \$25,000 approved by the appropriate Board or Committee and any expenditure of non-city funds that received a unanimous recommendation.

**A) PAY REQUESTS AND CHANGE ORDERS, INVOICES FOR PROJECTS/CONTRACTS HAVING PRIOR COUNCIL APPROVAL AND ANY OTHER INVOICES THAT MAY COME BEFORE THE COUNCIL: none**

**B) MONTHLY/QUARTERLY/ANNUAL REPORTS:**

1. Waupaca Area Convention & Visitor Bureau (WACVB) 4<sup>th</sup> Quarter Room Tax Report

**C) APPROVAL OF BILLS – CITY GENERAL, WATER, SEWER, AND SPECIAL FUNDS**

**D) MEETING MINUTES:**

1. WAUPACA AREA PUBLIC LIBRARY BOARD
  - Minutes of a Regular Meeting on January 19, 2022
2. COMMUNITY DEVELOPMENT AUTHORITY
  - Minutes of a Special Called Meeting on January 17, 2022
3. WAUPACA REGIONAL RECYCLING AND COMPOST COMMISSION
  - Minutes of a Special Called Meeting on January 17, 2022
4. SENIOR CENTER ADVISORY BOARD
  - Minutes of a Regular Meeting on January 18, 2022
5. AIRPORT BOARD
  - Minutes of a Special Called Meeting on January 6, 2022
6. COUNCIL PROCEEDINGS
  - Minutes of a two Public Hearings and a Regular Meeting on January 4, 2022

**MOVED** by Ald. Kjelland, **SECONDED** by Ald. Chesnut, Council **APPROVES** of the Consent Agenda as printed. 10 ayes, 0 nays, 0 absent. **MOTION CARRIED ON A VOICE.**

**6. REGULAR AGENDA**

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**MOVED** by Ald. Phair, **SECONDED** by Ald. Peterson, Council **APPROVES** of the Regular Agenda as printed. 10 ayes, 0 nays, 0 absent. **MOTION CARRIED ON A VOICE.**

**7. NON-AGENDA ITEMS AND ANNOUNCEMENTS**

**A. ANNOUNCEMENTS AND CORRESPONDENCE:**

1. **The City of Waupaca received a 2021 Facelift Award for the Main Street Reconstruction Project from the Waupaca Area Chamber of Commerce – Justin Berrens, Public Works Director** – Mr. Berrens was proud to announce that the City of Waupaca received a 2021 Facelift Award for the Main Street Reconstruction Project from the Waupaca Area Chamber of Commerce at their Annual Awards Banquet.

**B. PUBLIC INPUT - none**

**8. UNFINISHED BUSINESS**

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- a. **Ordinance No. 01-2022, An Ordinance Amending 17.102 Zoning District Map as Allowed for Under 17.700 (2<sup>nd</sup> Reading) – Jarod Rachu, Community and Economic Development Director**

Jarod Rachu, Community and Economic Development Director explained that this Ordinance amends Chapter 17.102 Zoning District Map for Agape Help Center, 1401 Churchill Street and changes the zoning classification to R-3 Multi-Family Residential District.

**MOVED** by Ald. Hagen, **SECONDED** by Ald. Kjelland Council **ADOPTS** Ordinance No. 01-2022, An Ordinance Amending 17.102 Zoning District Map as Allowed for Under 17.700. **ON A CALL OF THE ROLL**, Ald. Dykstra, Ald. Chesnut, Ald. Hagen, Ald. Kjelland, Ald. Purchatzke, Ald. Peterson, Ald. Mayou, Ald. Martin, Ald. Phair and Ald. Olson voted aye, 0 nays, 0 absent. **MOTION CARRIED ON A ROLL CALL VOTE.**

## **9. NEW BUSINESS**

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### **a. Ordinance No. 02-2022, An Ordinance Amending Chapter 17, Zoning Code (1<sup>st</sup> Reading) – Jarod Rachu, Community and Economic Development Director**

Jarod Rachu, Community and Economic Development Director read Ordinance No. 02-2022, An Ordinance Amending Chapter 17, Zoning Code into the record for the first reading.

### **b. Public Art Agreement – Greg Grohman, Grant Writer / Justin Berrens, Public Works Director**

Greg Grohman, Grant Writer summarized that the city of Waupaca received a \$25,000 donation from an anonymous donor earmarked for a “unique art project” downtown. In 2021, the city issued a public Request for Qualifications to facilitate the selection of a qualified artist to execute the project. Working in close cooperation, the donor, members of the arts community, and city staff reviewed applications and selected Luke Achterberg’s “Cresting Canoe Atop the Great Wave of Waupaca” for recommendation. Mr. Grohman is requesting the Common Council approve the proposed Public Art Commission Agreement and begin fabrication of “Cresting Canoe Atop the Great Wave of Waupaca” at a cost of \$23,450. Mr. Berrens explained that the artwork would be installed at the end of Sessions Street in front of American Family Insurance Co. and by the archway entrance to Riverview Park.

**MOVED** by Ald. Martin, **SECONDED** by Ald. Martin, Council **APPROVES** of the Proposed Public Art Commission Agreement with Luke Achterberg at a cost of \$23,450. **ON A CALL OF THE ROLL** Ald. Dykstra, Ald. Chesnut, Ald. Hagen, Ald. Kjelland, Ald. Purchatzke, Ald. Peterson, Ald. Mayou, Ald. Martin, Ald. Phair and Ald. Olson voted aye, 0 nays, 0 absent. **MOTION CARRIED ON A ROLL CALL VOTE.**

### **c. Mayor’s Appointment of Vanessa Wowzynski to the Senior Center Advisory Board – Ald. Paul Mayou**

**MOVED** by Ald. Kjelland, **SECONDED** by Ald. Phair, Council **APPROVES** of the Mayor’s Appointment of Vanessa Wowzynski to the Senior Center Advisory Board. 10 ayes, 0 nays, 0 absent. **MOTION CARRIED ON A VOICE VOTE.**

### **d. Waupaca Online Rate Changes – Josh Werner, IT & Community Media Director**

Josh Werner, IT & Community Director reminded Council that at the January 18 meeting he presented a set of adjustments to Waupaca Online’s rate structure at which time Alderperson Kjelland questioned whether all customers who are paying a higher rate presently, than the new proposed rate and what aligning these customers to the new, lower rate would cost. Mr. Werner has determined that all customers below 15Mbps are unaffected by this change and 34 customers with service of 15Mbps+ would cost WOL.Net a total of \$45/month or \$540/year to convert all current 15Mbps+ standard customers to the new proposed, high-speed “gold” tier rate.

**MOVED** by Ald. Kjelland, **SECONDED** by Ald. Chesnut, Council **APPROVES** of the proposed Waupaca Online Rate Changes as presented. **ON A CALL OF THE ROLL** Ald. Dykstra, Ald. Chesnut, Ald. Hagen,

Ald. Kjelland, Ald. Purchatzke, Ald. Peterson, Ald. Mayou, Ald. Martin, Ald. Phair and Ald. Olson voted aye, 0 nays, 0 absent. **MOTION CARRIED ON A ROLL CALL VOTE.**

**e. Resolution No. 1505 (2022), Authorized Representative to File Applications for Financial Assistance from State of Wisconsin Environmental Improvement Fund – Justin Berrens, Public Works Director**

Public Works Director Justin Berrens explained that this resolution is required by the WDNR and their Safe Drinking Loan Program to authorize a city representative to file applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund. The Mayor and City Administrator are the named authorized representatives.

**MOVED** by Ald. Chesnut, **SECONDED** by Ald. Hagen, Council **APPROVES** of Resolution No. 1505 (2022), Authorized Representative to File Applications for Financial Assistance from State of Wisconsin Environmental Improvement Fund. **ON A CALL OF THE ROLL** Ald. Dykstra, Ald. Chesnut, Ald. Hagen, Ald. Kjelland, Ald. Purchatzke, Ald. Peterson, Ald. Mayou, Ald. Martin, Ald. Phair and Ald. Olson voted aye, 0 nays, 0 absent. **MOTION CARRIED ON A ROLL CALL VOTE.**

**f. Water Department Dump Truck Purchase 2022 – Justin Berrens, Public Works Director**

Public Works Director Justin Berrens said that the current Water Department 1999 GMC truck is showing its age by using heavy amounts of oil, dents, dings, rust, increased maintenance and most importantly, the dump tailgate does not work. His department has budgeted \$85,000 to replace this truck and staff has found a new truck for \$67,604, well under the budgeted amount.

**MOVED** by Ald. Chesnut, **SECONDED** by Ald. Peterson, Council **APPROVES** of the Purchase of a 2021 Ford Super Duty G-600 Dump Truck for the Water Department from Kunes Auto Group for an amount not to exceed \$67,604 with funding from the Water Utility Revenue Bonds. **ON A CALL OF THE ROLL** Ald. Dykstra, Ald. Chesnut, Ald. Hagen, Ald. Kjelland, Ald. Purchatzke, Ald. Peterson, Ald. Mayou, Ald. Martin, Ald. Phair and Ald. Olson voted aye, 0 nays, 0 absent. **MOTION CARRIED ON A ROLL CALL VOTE.**

**g. License Report No. 1565, Operator's Licenses – Sandy Stiebs, City Clerk**

**MOVED** by Ald. Phair, **SECONDED** by Ald. Chesnut, Council **APPROVES** of License Report No. 1565, Operator's Licenses, subject to background checks and payment of any monies owed to the city. 10 ayes, 0 nays, 0 absent. **MOTION CARRIED ON A VOICE VOTE.**

**10. ISSUES/PROJECT DISCUSSION (30 MINUTE MAXIMUM) – NO ACTION REQUIRED - none**

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**11. COMMUNICATIONS AND RECOMMENDATIONS OF THE MAYOR**

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Mayor Smith informed Council that at the next meeting on February 15 there are several items that will require Council's consideration and to expect a longer meeting than normal. Ald. Olson mentioned that artist Luke Achterberg dropped his hourly rate from \$60 to \$40/hour in order to keep his bid within the city's budgeted rate. Ald. Olson wanted to make sure that Mr. Achterberg was thanked properly and recognized for his kind gesture.

Council Proceedings  
February 1, 2022

## **12. ADJOURNMENT**

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**MOVED** by Ald. Hagen, **SECONDED** by Ald. Kjelland, Council **ADJOURNS** until the next Regular Council Meeting on Tuesday February 15, 2022, subject to call. 10 ayes, 0 nays, 0 absent. **MOTION CARRIED ON A VOICE VOTE.**

MEETING ADJOURNED AT 6:40 P.M.

Council President Paul Mayou

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