

**CITY OF WAUPACA
COUNCIL PROCEEDINGS**

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

TUESDAY AUGUST 2, 2022

6:03 P.M.

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. CLERK TO READ OPEN MEETING STATEMENT

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

Present: Mayor Brian Smith, Alderpersons Collin Dykstra, Lori Chesnut, Paul Hagen, Henry Veleker, Scott Purchatzke, Dave Peterson, Paul Mayou, 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, Stephanie Reif, Assistant Finance Director, Eric Bailey, Library Director, Jarod Rachu, Community and Economic Development Director, Justin Berrens, Public Works Director, Laura Colbert, Parks and Recreation Director, Chief Brian Hoelzel and Josh Werner, IT Community Media Director

5. APPROVAL OF CONSENT AGENDA

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:** none

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

D) MEETING MINUTES:

1. WAUPACA HISTORICAL SOCIETY
 - Minutes of a Regular Meeting of the Waupaca Historical Society on June 2, 2022
2. COUNCIL PROCEEDINGS
 - Minutes of a Public Hearing and Regular Meeting on July 19, 2022

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

6. REGULAR AGENDA

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

7. NON-AGENDA ITEMS AND ANNOUNCEMENTS

A. ANNOUNCEMENTS AND CORRESPONDENCE:

- 1) **Presentation of Certificate of Appreciation and Gift Certificate to Sue Abrahamson for 25 years of service to the city** – Mayor Smith thanked Sue Abrahamson for her 25 years of service to the city.
- 2) **Presentation of Certificate of Appreciation to Molly Reinke for 5 years of service to the city** – Ms. Reinke was not present.
- 3) **Presentation of Certificate of Appreciation to Kathryn Rusch for 5 years of service to the city** – Ms. Rusch was not present.

B. PUBLIC INPUT

1. Jim and Nancy Nygaard, E1449 County Road Q, Scandinavia, WI thanked the city for the grant they received to remodel their building at 114 N. Main Street, Waupaca.
2. Ald. Veleker congratulated Mark Kryshak on his retirement from the Waupaca School District for 37 years, adding that Mr. Kryshak also oversaw the City Band.

8. UNFINISHED BUSINESS

- a. **Ordinance No. 14-2022, An Ordinance Amending 17.102 Zoning Districts Map as Allowed for Under 17.700 (2nd Reading) – Jarod Rachu, Community and Economic Development Director**

Community and Economic Development Director Jarod Rachu said this is another cleanup item from the city's re-zoning of the proposed River North Subdivision properties. Each property owner, FVTC Foundation, Inc., Carousel Gymnastics, LLC, MCP Development, LLC and Mobility 4 Vets Wheelchair Shop, Inc., approved of the rezoning.

MOVED by Ald. Martin, **SECONDED** by Ald. Peterson Council **ADOPTS** Ordinance No.14-2022, An Ordinance Amending 17.102 Zoning Districts Map as Allowed for Under 17.700. **ON A CALL OF THE ROLL**, Ald. Dykstra, Ald. Chesnut, Ald. Hagen, Ald. Veleker, 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

a. Request by Mike Stroik, H.H. Hinder Brewing Co. to Expand Outdoor Service Area for Hinderfest Festival on Saturday September 10, 2022 from 11:00 a.m. to 10:00 p.m.

Community and Economic Development Director Jarod Rachu said that Mr. Stroik would be setting up the outdoor service area for Hinderfest the same as in past years, with a tent and fenced area. Mr. Stroik added they would have an auxiliary sheriff on duty and two checkpoints with wristbands. The outside music will be done by 8:00 p.m. Chief Hoelzel mentioned there should be no parking on Churchill Street and will put up no-parking signs.

MOVED by Ald. Hagen, **SECONDED** by Ald. Chesnut Council **APPROVES** of the request by Mike Stroik, H.H. Hinder Brewing Co. to expand the outdoor service area for Hinderfest Festival on Saturday September 10, 2022 from 11:00 a.m. to 10:00 p.m. 10 ayes, 0 nays, 0 absent. **MOTION CARRIED ON A VOICE VOTE.**

b. City Hall / Library Front Lawn Plan – Greg Grohman

City Administrator Aaron Jenson provided the breakdown for the City Hall / Library Front Lawn Plan as follows:

• Fermob Tables and Chairs	\$20,000
• Waupaca Gateway Signage	\$10,000
• “Library to Go” Games, Toys, and Storage	\$ 5,000
• Bandstand Speakers	\$ 6,000
• Seasonal Lighting	<u>\$ 2,500</u>
Total	\$48,500

MOVED by Ald. Martin, **SECONDED** by Ald. Peterson, Council **APPROVES** of the proposal for City Hall / Library Front Lawn Plan as presented in the amount of \$48,500, monies to come from the T-Mobile Hometown Grant. **ON A CALL OF THE ROLL**, Ald. Dykstra, Ald. Chesnut, Ald. Hagen, Ald. Veleker, 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. Ordinance No. 17-2022, An Ordinance Amending Chapter 8, City of Waupaca Public Works Ordinance (1st Reading) – Jarod Rachu, Community and Economic Development Director and Justin Berrens, Public Works Director

Jarod Rachu, Community and Economic Development Director reiterated that this is a new ordinance to deal with small cell positions within the city, also known as 5G. If adopted, this will set up regulations on new companies when they approach the city for installation. This was the first reading.

d. Request to Use South Park Donor Funds – Aaron Jenson, City Administrator

City Administrator Aaron Jenson recapped that the Parks and Recreation Department, Friends of Waupaca Parks and other community partners have been working on fundraising to bring a splash pad, new playground equipment and additional bathroom facilities to Swan Park. Site work and bathroom construction bids came back higher than expected leaving an approximate project shortfall of \$93,062.60. Mr. Jenson said that with the original South Park Master Plan, there was a Splash Pad planned within Phase 1. As planning progressed, it was determined that South Park was not the appropriate location for a splash pad. At that time, the excess donor dollars were placed in an investment fund, Wisconsin Investment Series Cooperative. Currently there is \$97,000

available in that fund and staff is asking Council to authorize the use of these dollars to cover the funding gap for the Swan Park Splash Pad and Playground Project. Mr. Jenson added that he has reached out to the major donors associated with the \$97,000 and they are supportive of using the funds to help get the Swan Park Splash Pad and Playground constructed as planned.

MOVED by Ald. Hagen, **SECONDED** by Ald. Olson, Council **APPROVES** of Reallocating the remaining balance (\$97,000) of the South Park Donor Funds toward the Splash Pad and Playground Project at Swan Park. **ON A CALL OF THE ROLL**, Ald. Dykstra, Ald. Chesnut, Ald. Hagen, Ald. Veleker, 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. Electric Underground Easement with Wisconsin Public Service Corporation for Swan Park Splash Pad – Aaron Jenson, City Administrator

Justin Berrens, Public Works Director said that the city would need to enter into an Electric Underground Easement with Wisconsin Public Service Corporation for the Swan Park Splash Pad to allow them to install and maintain their equipment for the Splash Pad.

MOVED by Ald. Peterson, **SECONDED** by Ald. Chesnut, Council **APPROVES** of entering into an Electric Underground Easement with Wisconsin Public Service Corporation for the Swan Park Splash Pad. **ON A CALL OF THE ROLL**, Ald. Dykstra, Ald. Chesnut, Ald. Hagen, Ald. Veleker, 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. License Report No. 1587, Operator’s Licenses – Sandy Stiebs, City Clerk

MOVED by Ald. Phair, **SECONDED** by Ald. Peterson, Council **APPROVES** License Report No. 1587, Operator’s Licenses, pending 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

11. COMMUNICATIONS AND RECOMMENDATIONS OF THE MAYOR

Mayor Smith reminded Council that there will be a City Plan Commission meeting on Wednesday August 3, 2022 and that there would be a Committee of the Whole FY2023 Budget Workshop held immediately after the August 16, 2022 Council meeting.

12. ADJOURNMENT

MOVED by Ald. Hagen, **SECONDED** by Ald. Veleker, Council **ADJOURNS** until the next Regular Council Meeting on Tuesday August 16, 2022, subject to call. 10 ayes, 0 nays, 0 absent. **MOTION CARRIED ON A VOICE VOTE.**

MEETING ADJOURNED AT 6:50 P.M.

Mayor Brian Smith

Council Proceedings
August 2, 2022

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