



136 North Monroe Street
Waterloo, WI 53594-1198
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**PUBLIC NOTICE OF A COMMITTEE MEETING
OF THE COMMON COUNCIL OF THE CITY OF WATERLOO**

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public & news media, that the following meeting will be held:

COMMITTEE: PUBLIC SAFETY AND HEALTH COMMITTEE
DATE: Thursday, June 6, 2019
TIME: 6:00 p.m.
LOCATION: Municipal Building Police Training Room, 136 N. Monroe Street

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES: May 2, 2019
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
 - a. Requiring Knox Box Systems in Certain Private Structures – Ordinance Draft
 - b. Striking & Recreating Section 120-2 Alarm Systems – Ordinance Draft
 - c. Striking And Recreating Section 120-3 False Alarms – Ordinance Draft
 - d. Striking & Recreating Section 200-4 Burning Regulations – Ordinance Draft
5. NEW BUSINESS
 - a. Regulating Non-Motorized Scooters In The Downtown
6. FUTURE AGENDA ITEMS, COMMUNICATIONS AND ANNOUNCEMENTS
7. ADJOURNMENT

Mo Hansen

Mo Hansen
Clerk/Treasurer

*** Also On Tonight's Council Agenda

Committee Members: Thomas, Griffin and Stinnett

Printed, Posted, E-mailed and Distributed: 05/30/2019

PLEASE NOTE: IT IS POSSIBLE THAT MEMBERS OF AND POSSIBLY A QUORUM OF MEMBERS OF OTHER GOVERNMENTAL BODIES OF THE MUNICIPALITY MAY BE IN ATTENDANCE AT THE ABOVE MEETING(S) TO GATHER INFORMATION. NO ACTION WILL BE TAKEN BY ANY GOVERNMENTAL BODY OTHER THAN THAT SPECIFICALLY NOTICED. ALSO, UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR ADDITIONAL INFORMATION OR TO REQUEST SUCH SERVICES PLEASE CONTACT THE CLERK'S OFFICE AT THE ABOVE LOCATION.

PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES
May 2, 2019

1. **Call to Order:**
The Public Safety Committee meeting was called to order by Alderperson Thomas at 6:00PM
2. **Roll Call:**
Committee members present – Alderperson Thomas, Griffin and Chief Sorenson. Public present: Brian Henning, Mayor Quimby, Jason Schoenwetter
3. **Approval of Public Safety Committee Minutes of April 4, 2019,** Motion to approve by Griffin, second by Thomas, motion carried.
4. **Public Comment: (None)**
5. **Unfinished Business:** Traffic Control Enhancement for Waterloo Public Schools. Henning discussed adding additional signs, 2 speed indicators and 2RRFB on STH 89/ N Monroe ST. Discussed moving both School flashing warning indicators. On North of Anna St. second south of Porter St. City would pay cost of moving flashing indicators and utilities. City would pay for all maintenance upon Waterloo School District purchasing all Traffic Control Enhancement Signage and equipment. Griffin recommended to council the proposed School crossing safety measures as stated. Second by Thomas, motion carried.
6. **New Business:** (a) Application for Special Event or Entertainment License, Virtumarket. Griffin recommended approving with condition applicant paid permit fee and purchased insurance. Second by Thomas, motion carried.
(b) Amending Chapter 133 Bicycles and play Vehicles. Griffin recommended scooters be added to the prohibition of use on the downtown sidewalks, Thomas second, motion carried.
(c) Recommendation by Griffin to table ordinance drafts for Knox Box, Alarm Systems, False Alarms, and Burning regulations. Second by Thomas, motion carried.
7. **Future Agenda Items and announcements: (None)**
8. **Adjourn:** Motion to Adjourn by Griffin, Second by Thomas, motion carried.

I Attest: Dennis P. Sorenson

ORDINANCE _____

AN ORDINANCE ADDING SECTION _____ "KNOX BOX SYSTEMS" OF THE CODE OF ORDINANCES OF THE CITY OF WATERLOO

The City Council of the City of Waterloo, Jefferson County, Wisconsin do ordain as follows:

Section I: Section _____ of the Code of Ordinances, of the City of Waterloo is added and reads as follows:

Sec. _____ KNOX BOX SYSTEMS

- (a) **Definition.** The term "Knox Box" shall be defined as a lock box from the Knox Company which allows emergency responders to gain access to secured buildings and perimeters without forceful entry.
- (b) **Buildings Subject to this Section.** The following structures shall be equipped with a Knox Box at or near the main entrance or such other location approved by the Fire Chief or designee:
- (1) Commercial or industrial structures protected by an automatic alarm system or automatic suppression system, or such structures that are secured in a manner that restricts access during an emergency.
 - (2) Multifamily residential structures with Four (4) or more units, that have restricted access through locked doors or have a common corridor for access to the living units.
 - (3) Governmental structures and nursing care facilities.
 - (4) All public and private educational facilities.
 - (5) All buildings over five-thousand (5,000) square feet or with more than two (2) doors, must number or letter their doors (and windows when required by the fire chief or his/her designee). Numbering /lettering must be no less than eight (8) inch in size, reflective and a contrasting color to the door. Numbers/letters shall be placed on each door starting at the main entrance and progressing around the building clockwise. Numbers/letters must be at least five (5) feet above ground level. Where double doors or a grouping of doors exists close together, they may be numbered as one.
 - (6) All newly constructed structures subject to this section shall have the Knox Box installed and operational prior to the issuance of an occupancy permit.
- (c) **Contents.**
- (1) The owner or operator of a structure required to have a Knox Box shall, at all times, keep keys in the box that will allow for access to the following:
 - a. Keys to locked points of ingress or egress, whether on the interior or exterior of such buildings.
 - b. Keys to locked mechanical rooms.
 - c. Keys to elevator controls.
 - d. Keys to rooms containing fire control systems.
 - e. Keys to other areas as directed by the Fire Chief.
 - (2) Each key shall be legibly labeled to indicate the lock that it opens in such a manner as is approved by the Fire Chief or his/her designee.

(3) A floor plan of the rooms within the building may be required at the discretion of the Fire Chief or his/her designee.

(d) Compliance. After the effective date of this ordinance, all newly constructed buildings, not yet occupied or buildings currently under construction and all buildings or businesses applying for an occupancy permit shall comply. Existing buildings that are not in compliance on the effective date of this ordinance shall comply with requirements of the ordinance within **three (3) months of the effective date of this section**. Any person who owns or operates a structure subject to this code shall be subject to the penalties set forth in section (g) of this code for any violation of this section.

(e) Rules and Regulations. The Fire Chief or his/her designee shall be authorized to implement rules and regulations for the use of the lock box system.

(f) Brand. The "Knox" brand will be the only lock box permitted by the City of Waterloo.

(g) Penalties. Any person who violates any provision of this section shall be subject to a forfeiture of **\$10.00 (ten dollars) per day, for up to ninety (90) days and then \$20.00 (twenty dollars), per day thereafter.**

Section II: This ordinance shall take effect and be in force from and after its passage and posting as provided by law.

Dated

**BY ORDER OF THE CITY COUNCIL OF
THE CITY OF WATERLOO**

Mayor

Attest:

Date Adopted: _____

Date Posted: _____

AN ORDINANCE STRIKING AND RECREATION SECTION 120-2
OF THE MUNICIPAL CODE ALARM SYSTEMS

The Common Council of the City of Waterloo, Wisconsin does hereby ordain as follows:

SECTION 1: Ordinance 120-2 is hereby struck and recreated as follows:

DEFINITIONS:

As used in this article, the following terms shall have the meaning indicated:

ALARM BUSINESS:

Any business operated by a person for profit which alters, installs, leases, maintains, monitors, replaces, sells, services or responds to an alarm system or which causes any of these activities to take place.

ALARM RESIDENCIAL:

1. A single occupant residence that has an automated alarm system that will activate an alarm company.
2. An multi occupancy that is owned by a single person or company for profit.

ALARM SYSTEM

One or more devices installed or placed to signal the presence of a hazard requiring urgent attention to which the Fire Department or Police Department is expected to respond.

ALARM USER

Any person who owns or rents the premises on which an alarm system is maintained within the City or the Waterloo Fire District.

FALSE ALARM

The activation of an alarm system through the negligence of the owner or lessee of an alarm system or of his/her employees or agents, the activation of an alarm system through mechanical failure or malfunction because of improper installation and or use of equipment by the alarm business, but does not include alarms caused by tornadoes, earthquakes or other violent conditions or acts of God.

FIRE ALARM

An alarm system signaling the presence of fire or smoke.

City of Waterloo, WI
Monday, April 8, 2019

Chapter 120. Alarm Systems

Article I. Alarm Systems

§ 120-2. Definitions.

As used in this article, the following terms shall have the meaning indicated:

ALARM BUSINESS

Any business operated by a person for profit which alters, installs, leases, maintains, monitors, replaces, sells, services or responds to an alarm system or which causes any of these activities to take place.

ALARM SYSTEM

One or more devices installed or placed to signal the presence of a hazard requiring urgent attention to which the Fire Department or Police Department is expected to respond.

ALARM USER

Any person who owns or rents the premises on which an alarm system is maintained within the City or the City Fire District.

FALSE ALARM

The activation of an alarm system through negligence of the owner or lessee of an alarm system or of his employees or agents, the activation of an alarm system through mechanical failure or malfunction because of improper maintenance by the alarm user, or the activation of an alarm system because of improper installation and/or use of equipment by the alarm business, but does not include alarms caused by tornadoes, earthquakes or other violent conditions or acts of God.

FIRE ALARM

An alarm system signaling the presence of fire or smoke.

AN ORDINANCE STRIKING AND RECREATION SECTION 120-3
OF THE MUNICIPAL CODE FALSE ALARMS

The Common Council of the City of Waterloo, Wisconsin does hereby ordain as follows:

SECTION 1; Ordinance 120-3 is hereby struck and recreated as follows:

- A. Fees.** An alarm user shall pay the Waterloo Fire Department within 10 days after notice of activation, the following service fees for false fire alarms which occur within a calendar year (January 1 through December 31)
- (1) First alarm: \$0
 - (2) Second alarm \$100.00
 - (3) Each subsequent false alarm \$300.00
- B. Determination of false alarm.** The Fire Chief shall determine whether or not the activation of an alarm was false alarm as defined in above.
- C. Correction of alarm deficiencies.** An alarm user shall correct any deficiencies in equipment or operation of his/her alarm system within 15 day following either his/her actual knowledge of such deficiency or the mailing of a written notice for the Waterloo Fire Department, whichever date is earlier. In the event that such deficiency cannot be corrected within the fifteen-day period, the alarm system shall be deactivated until such corrections are completed.
- D. Appeal.** Any person aggrieved by any provision of this section may, within 5 business days, submit a written appeal to the Council. The Council shall hear the matter at a time scheduled by the City Clerk and render its decision, in writing, within three days.

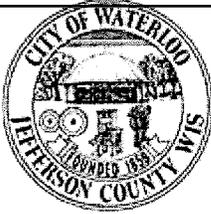
*City of Waterloo, WI
Monday, April 8, 2019*

Chapter 120. Alarm Systems

Article I. Alarm Systems

§ 120-3. False alarms.

- A. Fees. An alarm user shall pay to the Clerk-Treasurer, within 10 days after activation, the following service fees for false fire alarms which occur within a continuous six-month period.
- (1) First false alarm: \$0.
 - (2) Second false alarm: \$100.
 - (3) Each subsequent false alarm: \$200.
- B. Determination of false alarm. The Fire Chief shall determine whether or not the activation of an alarm was a false alarm as defined in § **120-2** above.
- C. Correction of alarm deficiencies. An alarm user shall correct any deficiencies in equipment or operation of his alarm system within 15 days following either his actual knowledge of such deficiency or the mailing of a written notice from the Clerk-Treasurer, whichever date is earlier. In the event that such deficiency cannot be corrected within the fifteen-day period, the alarm system shall be deactivated until such corrections are completed.
- D. Appeal. Any person aggrieved by any provision of this section may, within five business days, submit a written appeal to the Council. The Council shall hear the matter at a time scheduled by the City Clerk and render its decision, in writing, within three days.



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ORDINANCE #2019-XX

**AN ORDINANCE STRIKING AND RECREATING SECTION 200-4
OF THE MUNICIPAL CODE BURNING REGULATIONS**

The Common Council of the City of Waterloo, Wisconsin does hereby ordain as follows:

SECTION 1: Ordinance §200-4 is hereby struck and recreated as follows:

- A. Outdoor burning prohibited. No person shall cause, allow or permit outdoor burning of refuse, garbage, plant life, leaves or other combustible material within the City, except as permitted under Subsection C.
- B. Incinerators prohibited. It shall be unlawful for any person to operate and maintain or cause to be operated and maintained any incinerator within the City, except as permitted under Subsection C.
- C. Exceptions.
 - 1) Outdoor burning in connection with the preparation of food.
 - 2) The burning of refuse in a properly designed, operated and maintained incinerator, duly licensed by the Wisconsin Department of Natural Resources to be effective for the purpose of air pollution control, or outdoor burning by the City of Waterloo pursuant to a permit by the Wisconsin Department of Natural Resources.
 - 3) Small outdoor flames for welding, acetylene torches, safety flares, heating tar or similar applications.
 - 4) Any outdoor burning for which a person has obtained a permit from the Waterloo Fire Department.
 - 5) A fire set for the purpose of training public or private firefighting personnel.
 - 6) A fire set or required by a public officer for the abatement of nuisances and which is necessary in carrying out public health functions.
- D. Permit required.
 - 1) The Waterloo Fire Department shall issue a permit for outdoor fires (apply at Waterloo City Hall):
 - a) When it can be shown by the applicant that such outdoor burning is necessary and not contrary to the interests of public health; or
 - b) When the fire is a campfire or a fire used solely for recreational purposes or for ceremonial occasions.

- 2) No permit shall be issued within one year of the date of a prior revocation of an outdoor fire permit previously obtained by the applicant.
- 3) This permit shall expire on December 31 of the year issued.
- 4) This permit does not allow for the installation of a heating source for any building.
- 5) There shall be no annual permit fee.

E. Responsibility of permit holder. The permit holder shall have the following responsibilities:

- 1) To adhere to all health and fire prevention codes.
- 2) To have adult (18 years of age or older) supervisory personnel present at the site of the outdoor burning.
- 3) To comply with the following conditions, which shall be set forth on the permit issued to the applicant:
 - a) Any fire deemed to be a public health nuisance by the Fire Chief or his or her designee shall be extinguished.
 - b) This permit shall apply to all manufactured burning rings, fireplaces, fire pits, chimneys or like devices.
 - c) No manufactured device shall be placed on any combustible surface.
 - d) The fire must be completely extinguished before the fire location may be left unsupervised.
 - e) The fire shall be no larger than three feet in diameter, subject to the exceptions listed below.
 - f) No flammable liquids shall be used to start or support the burning.
 - g) Only virgin wood and charcoal fuel will be allowed to be burned. "Virgin wood" means wood and other wood products, such as bark, but not to include sawdust, which have had no chemical treatments or finishes applied.
 - h) Under no circumstances shall plastics, trash, garbage, oils, hydrocarbon fuels, furniture, fabrics, leaves, yard waste, synthetic materials of any kind, pressure-treated wood or wood that has been finished with paints, varnishes, laminates or a similar finish be burned.
 - i) The fire shall be located at least 10 feet from property lines and at least 20 feet from any building or structure. This does not apply to manufactured devices.
 - j) A functional extinguishing aid must be present, such as a fire extinguisher, garden hose, etc.
- 4) Exceptions. A bonfire exceeding the size restrictions set forth in Subsection E(3)(e) will be permitted for churches, organized schools, and civic organizations and only if application for site review has been made and approved by the Waterloo Fire Department. Such bonfire shall be no more than 10 feet in diameter or 10 feet by 10 feet square and no more than six feet high and must comply with all other provisions of the permit.

F. Emergency provisions. Notwithstanding any other provision of this section, the Fire Chief, in times of extreme dryness or drought, deficiency in the water supply or by reason of any other emergency, is authorized to prohibit the setting of any fires upon any lands within the City by providing published notice of the declared emergency and the scope of the

declaration in the local newspaper on the date that the emergency is declared to begin and by providing published notice broadcast through local radio or cable television.

SECTION 2: This ordinance shall take effect and be in force after its passage and publication in a manner provided for by law.

Acted on and adopted at a regular meeting of the Common Council on _____.

City of Waterloo

Signed _____
, Mayor

Attest:

Morton J. Hansen
City Clerk/Treasurer

Date Adopted:

Date Published: The Courier,

*City of Waterloo, WI
Tuesday, April 2, 2019*

Chapter 200. Fire Prevention

§ 200-4. Burning regulations.

No person shall burn any leaves, trash or rubbish within the City without the permission of the Fire Chief.