



136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, August 1, 2019 – 7:00 p.m.

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

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL
2. MEETING MINUTES APPROVAL: July 18, 2019
3. CITIZEN INPUT / PUBLIC COMMENT
4. MEETING SUMMARIES - SINCE LAST COUNCIL MEETING
 - a. 2019-08-01 Public Works & Property Committee
 - b. 2019-08-01 Public Safety & Health Committee
5. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS
 - a. Finance, Insurance & Personnel Committee
 - i. Resolution #2019-22 Wage Increase For Part-Time Police Officers - \$14.54 To \$19.00 Per Hour With No Increase In Police Patrol Part-Time Budget Line Item (100-52-5211-124)
 - ii. Resolution #2019-23 Waiving Impact Fees For A Two Year Period Effective August 1, 2019
 - b. Public Safety & Health Committee
 - i. Friends of the KJML/Chamber of Commerce – Wiener & Kraut 5K/2M – 09/14/2019
6. UNFINISHED BUSINESS
 - a. Funding And Agreeing To A Roof Consulting Services Agreement For Municipal Building, 136 North Monroe Street; Fire Department, 900 Industrial Lane; And Public Works Department, 211 Hendricks Street
7. NEW BUSINESS
 - a. Resolution #2019-21 Issuance Of 2019-2024 Private Well Permits
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
9. ADJOURNMENT

Mo Hansen

Mo Hansen
Clerk/Treasurer

*** Disbursements, Payroll and Treasurer's & Budget Reports Are Posted On The Municipal Website

Posted & Emailed: 07/25/2019

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

CITY OF WATERLOO COMMON COUNCIL
MEETING MINUTES: July 18, 2019

Digital audio files are archived with these written minutes additionally serving as the official record.

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL. Mayor Quimby called the meeting to order at 7:00 p.m. Alderpersons present: Schoenwetter, Kuhl, Rhynes, Griffin, Thomas and Stinnett. Absent: Petts. Others present: WLOO videographers; Tammy Krueger; Library Director Kelli Mountford; Parks Coordinator Gabe Haberkorn; Public Works Director Chad Yerges; Police Chief Denis Sorenson; Abby Vosters; Art Biermeier; Maureen Giese and Clerk/Treasurer Mo Hansen. The pledge of allegiance was recited.

MEETING MINUTES APPROVAL: July 11, 2019. MOTION: Moved by Thomas, seconded by Schoenwetter to approve the minutes as presented. VOICE VOTE: Motion carried.

CITIZEN INPUT / PUBLIC COMMENT. Maureen Giese read from a submitted written statement asking for a Fox Park sign; recounting events related to Parks Commission sign consideration; and asking for the appointment of a committee to look into the matter.

COMMUNICATIONS TO THE CITY COUNCIL. Noted.

- a. Notice Of June 8, 2019 Mayoral Denial Of Citizen Requested Council Agenda Item Per 30-4(L) Municipal Code, "Update of Parks Commission's recent action of the naming of 'Fox Park' and sign" Requester Maureen Giese

CONSENT AGENDA ITEMS. DISCUSSION: Hansen noted the absence of the Watertown Humane Society report. MOTION: Moved by Thomas, seconded by Stinnett to approve the consent agenda items. VOICE VOTE: Motion carried.

- a. June Reports Of City Officials And Contract Service Providers
 - i. Parks Coordinator
 - ii. Fire & EMS
 - iii. Building Inspection - Building, Plumbing, & Electrical Permits
 - iv. Public Works
 - v. Police
 - vi. Karl Junginger Memorial Library
 - vii. Waterloo Water & Light Commission Minutes
 - viii. Watertown Humane Society

MEETING SUMMARIES - SINCE LAST COUNCIL MEETING

- a. 2019-06-15 Waterloo Fire Meeting. Noted.
- b. 2019-06-16 Community Development Authority. Quimby noted the lack of a quorum and three recent resignations.
- c. 2019-06-18 Finance, Insurance & Personnel Committee. Thomas said a two-year moratorium on impact fees, part-time police officer wage rates and budget matters were discussed.

RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS

- a. Finance, Insurance & Personnel Committee
 - i. June Monthly Financial Statements
 1. General Disbursements - \$597,130.38. MOTION: Moved by Thomas, seconded by Griffin to approve disbursements in the stated amount. ROLL CALL VOTE: Ayes: Schoenwetter, Rhynes, Kuhl, Griffin, Thomas and Stinnett. Noes: none, with Petts absent. Motion carried.
 2. Payroll - \$77,473.16. MOTION: Moved by Thomas, seconded by Schoenwetter to approve payroll in the stated amount. ROLL CALL VOTE: Ayes: Schoenwetter, Rhynes, Kuhl, Griffin, Thomas and Stinnett. Noes: none, with Petts absent. Motion carried.
 3. Treasurer's Report & Budget Report. Moved by Thomas, seconded by Kuhl to approve the reports. VOICE VOTE: Motion carried
 4. Emergency Funding Request –Replacement Of Air Conditioning Units At Karl Junginger Memorial Library, \$11,575. DISCUSSION: Thomas said the Finance Committee unanimously recommended denying the request. MOTION: Moved by Thomas, seconded by Kuhl to deny the request. ROLL CALL VOTE: Ayes: Schoenwetter, Rhynes, Kuhl, Griffin, Thomas and Stinnett. Noes: none, with Petts

absent. Motion carried.

NEW BUSINESS

- a. Funding And Agreeing To A Roof Consulting Services Agreement For Municipal Building, 136 North Monroe Street; Fire Department, 900 Industrial Lane; And Public Works Department, 211 Hendricks Street. MOTION: Moved by Griffin, seconded by Thomas to table consideration until a later meeting to allow for further review of submitted information. VOICE VOTE: Motion carried.

FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. ## Stinnett announced park events and library events.

ADJOURNMENT. Moved by Kuhl, seconded by Rhynes to adjourn. Motion carried. Time: 7:20 p.m.



Attest:
Mo Hansen, Clerk/Treasurer



136 North Monroe Street
Waterloo, WI 53594
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www.waterloowi.us

RESOLUTION #2019-22

WAGE INCREASE FOR PART-TIME POLICE OFFICERS

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

WHEREAS, the Public Safety & Health Committee, upon the recommendation of the Police Chief, recommends to the City Council that wages for part-time police officers be increased from \$14.54 to \$19.00 per hour with no increase in the police patrol part-time budget line item (100-52-5211-124);

THEREFORE, BE IT RESOLVED, the City of Waterloo Common Council agrees with the above recommendation and approves a wage increase from \$14.54 to \$19.00 per hour for part-time police officers.

PASSED AND ADOPTED this ___ day of August 2019.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Morton J. Hansen
Clerk/Treasurer

SPONSOR(S) – Police Chief and Public Safety & Health Committee

FISCAL NOTE – a wage increase from \$14.54 to \$19.00 for part-time police officers with no increase in the police patrol part-time budget line item (100-52-5211-124)



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
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RESOLUTION #2019-23

**WAIVING ALL MUNICIPAL IMPACT FEES FOR A TWO YEAR PERIOD
EFFECTIVE AUGUST 1, 2019**

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

WHEREAS, the Finance, Insurance & Personnel Committee recommends to the City Council that all Municipal Impact Fees be waived for a two year period effective August 1, 2019, and:

THEREFORE BE IT RESOLVED, the City of Waterloo Common Council agrees with the above recommendation and hereby waives all municipal impact fees for a two year period effective August 1, 2019.

PASSED AND ADOPTED this _____ day of August 2019.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Morton Hansen, Clerk/Treasurer

SPONSOR(S) – Finance, Insurance & Personnel Committee

FISCAL EFFECT – Unknown.



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
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cityhall@waterloowis.com

APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE

Any Special Event or Entertainment Event sponsor requesting municipal approvals, services, assistance, and/or other support from the City of Waterloo for a special or entertainment event on public or private property must provide the following information.

Submittal of application does not constitute approval. All applications must be reviewed.

NAME OF SPONSOR (Applicant): Friends of the KJML / Chamber of Commerce

STATUS: (circle one) unincorporated incorporated individual other _____

CONTACT NAME: Tammy Penforth

PHONE NUMBER: 920-988-7851 / same / _____
DAYTIME EVENING FAX

EMAIL ADDRESS: kjmlfriends@gmail.com

NAME OF EVENT: Wiener & Kraut 5K/2M

TYPE OF EVENT: (circle one) Festival Parade Caravan Rally March
Race Tag Day Other _____

PURPOSE OF EVENT: Fundraiser ^{non profit} for the Friends of Library

DATE OF EVENT: Sept 14th, 2019

EVENT HOURS: 2 SET UP HOURS 2 BREAKDOWN 1

DESCRIPTION OF EVENT: 5K Run / 2 mile walk

SITE/ADDRESS FOR EVENT (list if multiple locations) KJML - start / finish race

PROJECTED ATTENDANCE: 100 PAST ATTENDANCE: 75

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 8-10 volunteers

RAIN POLICY: rain or shine

DATE APPLICATION MADE 7/17/19

Pursuant to Section 12.06 Waterloo Municipal Code
Application for Special Event or Entertainment License

HOLD HARMLESS CLAUSE:

The special event or entertainment sponsor hereby agrees to indemnify and hold harmless the City of Waterloo, Wisconsin, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Waterloo acting within the scope of their employment.

Further, the event sponsor agrees to indemnify the City of Waterloo and any of its agents, public officers, officials or employees and authorized volunteers for any attorneys fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.

INSURANCE REQUIREMENTS:

Proof of insurance is required of all Special or Entertainment Event Sponsors before the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide a Certificate of Insurance with your completed application by, _____ 20__ to the **City Clerk's Office 136 N. Monroe Street, Waterloo, WI. 53594.** Insurance coverage shall be from companies and in amounts acceptable to the City of Waterloo. Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.

PERMITTED USE OF PUBLIC PROPERTY:

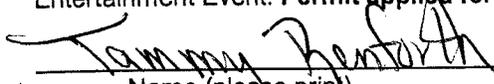
Whereas the Special or Entertainment Event Sponsor agrees to use the public property at _____ in Waterloo, Wisconsin, known as, for staging of, the City of Waterloo does hereby agree to permit for use, at no cost, these premises for the date(s) of _____ through _____ 20___. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

LIABILITY WAIVER:

The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Waterloo, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Waterloo acting within the scope of their employment.

AUTHORIZED SIGNATURES:

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Waterloo, as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special or Entertainment Event. **Permit applied for and all terms and stipulations agreed to by:**


Name (please print)


Signature

Signatory Title (if applicable)

7/17/19
Date

Pursuant to Section 12.06 Waterloo Municipal Code
Application for Special Event or Entertainment License

Form created: 03/11/2004

THIS APPLICATION, WITH A DETAILED SITE PLAN ATTACHED, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO THE CLERK'S OFFICE NO LATER THAN NINETY DAYS (90) PRIOR TO THE OPENING DAY OF THE EVENT. Application received late or incomplete may be denied. Direct mail to the **City Clerk, City of Waterloo, 136 N. Monroe Street, Waterloo, WI. 53594.** A copy of the application will then be forwarded to the appropriate committees and or Departments for consideration of approval, denial, and scheduling.

Date application received: 7/23/19 Received by: RB

Clerk's Office to complete the section below:

Cc:

- Police Department
- Fire Department
- Public Works
- Waterloo Utilities
- Council Approval _____ Date _____
- Certificate of Insurance

Fee for Profit Events = \$50.00 per event.

Fee is WAIVED for events held or sponsored by educational, charitable, nonprofit, or religious organizations when the proceeds are devoted to the purposes of such organization.

Fee Paid: Waived Date Paid: _____

Received by: _____

Pursuant to Section 172-2 Waterloo Municipal Code
Application for Special Event or Entertainment License

Form created: 03/11/2004, Revised: 03/22/2017

Attachment 1

CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.

2. The Certificate of Insurance must include the following **minimum** limits of insurance coverage required for special events on City property:

\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.

3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.

4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.

5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.

6. No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.

Any questions regarding these insurance requirements should be directed to the City Clerk's Office at (920) 478-3025

SPECIAL EVENT or ENTERTAINMENT WORKSHEET

NAME OF EVENT: Wiener & Grant 5K/2M
DATE (S) OF EVENT: Sept. 14th, 2019 HOURS: 2 hrs (not inc. setup)
LOCATION/PROPERTY: KJML - race route

SAFETY PROCEDURES:

1) Will you be providing private on-site security? YES NO
If yes, list security company name. _____

Where will security be needed? _____

What times will security be needed? _____

Will WPD officers be required? YES NO

Municipal estimation of cost: _____ WPD Personnel @ \$ _____ /hour = \$ _____

2) What are your plans for medical assistance? _____

Municipal estimation of cost: _____ WFD equipment/personnel @ _____ \$ hours = \$ _____

3) Will there be fireworks at your event? YES NO

Date of fireworks _____ Time of Fireworks _____

Name/Address of company supplying fireworks _____

Fire Marshall must be contacted for approval and consultation.

SET UP / CLEAN UP PROCEDURES:

1) Name of person in charge of set up: Timmy Benford phone # 920-988-7854

2) What time will set up begin: 7am ^{or 5:30 Night} before route marking

3) Name of clean up contact person: Timmy Benford Cell Phone# 920-988-7854

4) Estimated time for clean up after event: 10 am

FEES AND PROCEEDS:

1) Will admission be charged for this event? YES NO ^{Race entry fee}
If yes, how much: Adult \$30 (max) Seniors _____ Students _____

Children 5 & under _____ Families \$55 (max)

2) If a participant fee is charged, please indicate the amount: Booth: _____

Concessionaire: _____

3) Will alcoholic beverage(s) be sold?

YES

NO

If yes, what beverage and at what cost? _____

4) What does the Sponsor intend to do with any revenue over and above the expenditures? _____

Fundraiser for Friends of KJML

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.)

ENTERTAINMENT AND PROMOTIONS:

2) List names of performers and entertainment groups:

2) Describe other entertainment / activities planned for your event: _____

3) How will your event be promoted? Television Radio Newspapers Posters Flyers

other _____

PUBLIC PROPERTIES PROCEDURES:

If you are requesting city services, please complete the following area:

1) Will you need barricades? YES

NO

** could we get orange cones for marking some road routes*

Purpose of barricades: _____

Location of placement: _____ Amount needed _____

Date barricades needed _____ Time of placement _____

Name of company providing service if other than City _____

2) Will you require electrical service(s)

YES

NO

Entertainment: number of amps _____ = _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location _____ Entainer name _____

Entertainment: number of amps _____ = _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____ Entainer name _____

Concessions: _____ amps= _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____

Concessions: _____ amps= _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____

Name of company providing service if other than City: _____

3) Will you need fencing installed? YES NO

Purpose of fencing: _____

Location: _____ Amount: _____

Date needed _____ Time needed _____

Estimated costs: _____ locations @ \$100. = \$ _____ Total costs

4) Will parking considerations be needed YES NO

Type(s) _____

Location: _____ Amount _____

Date: _____ Time: _____

5) Will picnic tables be needed? YES NO

Location _____ Amount _____

Date needed: _____ Time needed _____

Estimated cost(s) _____ Picnic tables @ \$5.00 per table = \$ _____

6) Is a street sweeper needed? YES NO

Location _____ Date _____ Time _____

Estimated cost(s) _____ hours @ _____ = \$ _____ total cost

Name of company providing service, if not City: _____

7) Will you need additional trash bins? YES NO

If yes how many requested? Cardboard trash bins _____ Barrels _____

Where do you want them placed? _____

Name of disposal company if other than the City: _____

Where will dumpster be place: _____

8) Will water connection be needed?

YES

NO

Location _____ Amount _____

Date _____ Time _____

Estimated costs: _____ connection(s) @ \$20.00 = \$ _____ Total water costs

Council Agenda Item 6a
Funding And Agreeing To A Roof Consulting Services Agreement For
Municipal Building, 136 North Monroe Street;
Fire Department, 900 Industrial Lane;
And
Public Works Department, 211 Hendricks Street

The Mayor further reviewed the submittals and will make a recommendation to
the Council the evening of August 1st.



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RESOLUTION #2019-21

ISSUANCE OF 2019-2024 PRIVATE WELL PERMITS

WHEREAS, section §340-7 (5) of the municipal code states that all private well permits expired as of June 30, 2019 and private well owners seeking to renew permits are eligible for a five-year permit renewal with the submittal of a water sampling demonstrating that the well has a history of producing safe water, and;

THEREFORE, BE IT RESOLVED, that the Waterloo City Council authorizes the issuance of a five-year private well permit to those listed below that have previously been issued permits contingent upon receipt of the necessary safe water evidence and payment of a fee amount:

- Clifford & Lorrie Osborn, 1189 Heil Street
- Robert & Debra Hauptli, W11744 Taylor Street
- Don Liaromatis, W11645 State Road 19
- Mathew Kasuboske & Justine Winter, W11742 2nd Street
- Michael McGovern, N116 Columbus Street and N119 East Street
- Richard J. Pickhardt, N145 Columbus Street
- Jerome Riege, W11628 State Road 19
- Gary & Diane Tearney, N165 West Street
- Paul R. Schultz, W11730 Taylor Street
- Daniel Schwark, W11615 State Road 19
- Randy Travnick Estate, W11718 Main Street
- Patricia Weber, W11700 2nd Street

THEREFORE, BE IT FURTHER RESOLVED, that penalties as prescribed in the Municipal Fee Schedule will be imposed on all responsible parties holding expired private well permits as of June 30, 2019.

PASSED AND ADOPTED this 1st day of August 2019.

CITY OF WATERLOO

Signed: _____
Jenifer Quimby, Mayor

Attest:

Morton J. Hansen, Clerk/Treasurer

SPONSOR(S) – Clerk/Treasurer's Office

FISCAL NOTE – Revenue of \$175 for each private well permit renewal