



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

**CITY OF WATERLOO COUNCIL AGENDA**  
**COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET**  
**Thursday, December 5, 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: November 21, 2019
3. CITIZEN INPUT / PUBLIC COMMENT
4. MEETING SUMMARIES (since last Council meeting)
  - a. 11/26 Plan Commission
  - b. 12/03 Water & Light Commission
  - c. 12/05 Public Works & Property Committee
  - d. 12/05 Public Safety & Health Committee
5. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS
  - a. Plan Commission
    - i. Certified Survey Map Submittal, Timber Creek Homes Inc., Beech Road Lots 1-4
  - b. Community Development Authority
    - i. Maunsha Business Center Window Replacement Bid Recommendation – Jeff Krueger Construction LLC
  - c. Public Works & Property Committee
    - i. Recommendation To Authorize The Publication Of 2020 Road Project Bids
      1. Treyburn Farms -- Bluegrass Trail New Construction
      2. Rood Avenue -- Road and Infrastructure Improvements
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
7. ADJOURNMENT

*Mo Hansen*

Mo Hansen  
Clerk/Treasurer

Posted & Emailed: 11/27/2019

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: November 21, 2019**

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

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Quimby called the meeting to order at 7:00 p.m. Alderpersons present: Schoenwetter, Rhynes, Kuhl, Thomas, Stinnett and Petts. Absent: Griffin. Others present: Tina Lange; Vern Butzine; Raynelle Butzine; Tracy Aide; WLOO videographers; Tammy Krueger; Fire Chief Wes Benisch; Public Works staff Chris Hauptli and Clerk/Treasurer Hansen. The pledge of allegiance was recited.
2. MEETING MINUTES APPROVAL: November 7, 2019. MOTION: Moved by Kuhl, seconded by Schoenwetter to approve the minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT / PUBLIC COMMENT. Mayor Quimby and all attendees honored Tina Lange for her service to the Waterloo Fire Department and Emergency Medical Service. Mayor Quimby read a list of accomplishments and congratulated Lange for being named Wisconsin's EMT of the year.
4. CONSENT AGENDA ITEMS. MOTION: Moved by Thomas, seconded by Petts to approve the consent agenda items. VOICE VOTE: Motion carried.
  - a. October 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 – 11/5/2019
    - viii. Watertown Humane Society
5. MEETING SUMMARIES. Brief verbal descriptions were provided for each of the following:
  - a. 11/11 Waterloo EMS
  - b. 11/12 Karl Junginger Memorial Library Board
  - c. 11/18 Waterloo Fire
  - d. 11/19 Community Development Authority
  - e. 11/21 Finance, Insurance & Personnel
  - f. 11/21 Public Works & Property
6. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS
  - a. Finance, Insurance & Personnel Committee
    - i. October Monthly Financial Statements
      1. General Disbursements - \$284,885.12. MOTION: Moved by Thomas, seconded by Petts to approve disbursements. ROLL CALL VOTE: Ayes: Schoenwetter, Rhynes, Kuhl, Thomas, Stinnett and Petts. Noes: none with Griffin absent. Motion carried.
      2. Payroll - \$ 64,566.17. MOTION: Moved by Thomas, seconded by Schoenwetter to approve payroll. ROLL CALL VOTE: Ayes: Schoenwetter, Rhynes, Kuhl, Thomas, Stinnett and Petts. Noes: none with Griffin absent. Motion carried.
      3. Treasurer's Report & Budget Report. MOTION: Moved by Thomas, seconded by Rhynes to approve the reports. VOICE VOTE: Motion carried.
    - ii. Resolution #2019-36 Amending The 2019 Municipal Budget. MOTION: Moved by Thomas, seconded by Kuhl to approve the resolution as presented. ROLL CALL VOTE: Ayes: Schoenwetter, Rhynes, Kuhl, Thomas, Stinnett and Petts. Noes: none with Griffin absent. Motion carried.
7. UNFINISHED BUSINESS
  - a. Considering Municipal Building Roof Replacement Bids. DISCUSSION: Council members were presented with summary and detail information from all bidders. It was noted that information relating to insulation had been requested of, and provided by, Storm Guard after the bid period ended. Petts said US Roofing performed well for her employer. Petts asked the Mayor if she had a conflict of interest existed because the Storm Guard bid was sent by the Mayor's son and Storm Guard employee Ethan Quimby. The Mayor responded that she is not a voting member. Petts said the Mayor votes in the case

of a tie. Kuhl said the Storm Guard proposal also had the name Ryan Engelbrecht on it. Mayor Quimby said the Storm Guard bid would include \$5,000 in 2019 repairs which would be deducted from the 2020 re-roofing project. Rhynes said a conflict of interest exists if an action benefits an immediate family member. In response to a question, Kuhl said TPO roofing material was commonly used and PVC was the current gold standard. Quimby said the Police Chief's relative had said PVC was the preferred roofing material. MOTION: Motion by Kuhl, seconded by Stinnett to award the work to Storm Guard as presented. ROLL CALL VOTE: Ayes: Kuhl, Thomas, Stinnett and Petts. Noes: Schoenwetter with Rhynes abstaining. Motion carried

8. NEW BUSINESS

- a. Resolution #2019-37 A Resolution To Vacate A Portion Of Taylor Street In The City of Waterloo.  
DISCUSSION: Hansen said the process for vacating public property required multiple steps: introduction of a resolution, a public hearing and a final adoption of the resolution. He said tonight the introduction step was before the Council for consideration. It was noted that previously the Council had approved a certified survey map for this area which has yet to be recorded. MOTION: Moved by Schoenwetter, seconded by Petts to formally introduce the resolution. VOICE VOTE: Motion carried.
- b. On-Street Parking Application. MOTION: Moved by Petts, seconded by Schoenwetter to approve both applications. VOICE VOTE: Motion carried.
  - a. Tracy Aide, 363 Jefferson Street
  - b. Matt Schneider, 358 Jefferson Street
- c. Granting New And Renewed Operator's Licenses For The License Period Ending June 30, 2021 (1).  
MOTION: Moved by Petts, seconded by Thomas to approve the Operator's Licenses.

9. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. ## Stinnett invited all to the 12/14 Holiday Parade. ## Thomas asked about trash company transition. Hansen said a letter would be going from the new service provider to all on the topic. ## Kuhl invited all to go to the County website and participate its broadband initiative.

10. ADJOURNMENT. Moved by Thomas, seconded by Kuhl to adjourn. Motion carried. Time: approximately 7:40 p.m.



Attest:  
Mo Hansen, Clerk/Treasurer



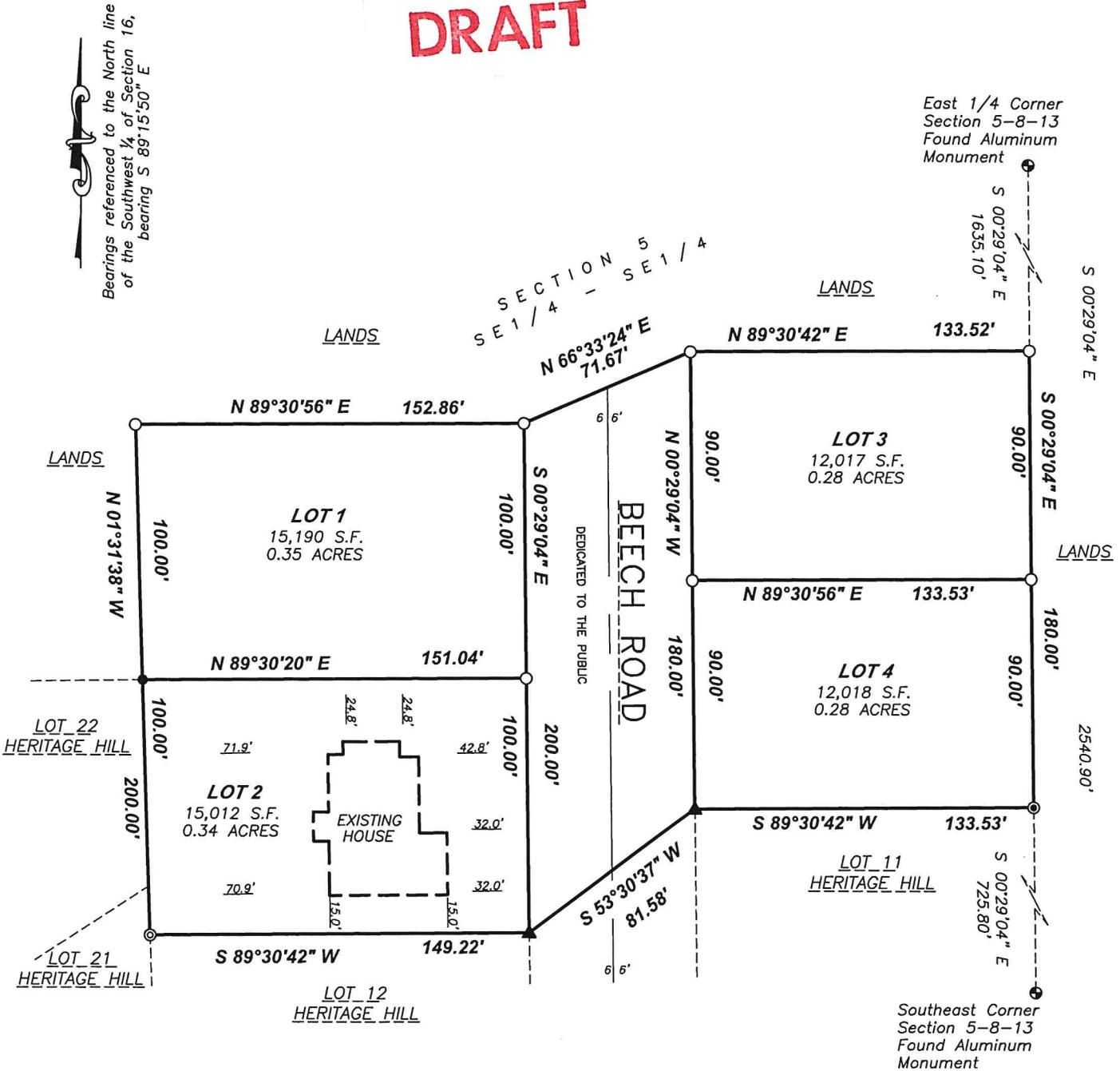
**BIRRENKOTT  
SURVEYING, INC.**

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, WI. 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

**CERTIFIED  
SURVEY MAP**

PART OF THE SE 1/4 OF THE  
SE 1/4 OF SECTION 5, T8N,  
R13E, CITY OF WATERLOO,  
JEFFERSON COUNTY, WISCONSIN

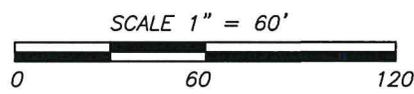
**DRAFT**



**Legend:**

- ▲ = Found Mag Nail
- = Found 3/4" Iron Pipe
- ⊙ = Found 1" Iron Pipe
- ⊗ = Found 2" Iron Pipe
- = 1"x24" Iron Pipe set  
min.wt.=1.13#/ln.ft.
- ( ) = Recorded as data
- ⊕ = Section Corner

**Prepared For:**  
Timber Creek Homes, Inc  
N8445 Nevar Drive  
Wisconsin Dells, WI  
53965



**DRAFT**



# CERTIFIED SURVEY MAP

DATED: October 14, 2019

**Birrenkott  
Surveying, Inc.**

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, Wisconsin 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

**Surveyor's Certificate:**

I, Daniel V. Birrenkott, hereby certify that this survey is in full compliance with Chapter 236.34 of Wisconsin Statutes. I also certify that by the direction of the owners listed hereon, I have surveyed and mapped the lands described hereon and that the map is a correct representation of all the exterior boundaries of the land surveyed and the division of that land, in accordance with the information provided.

\_\_\_\_\_  
Daniel V. Birrenkott, Registered Land Surveyor No. S-1531

**Description:**

Part of the Southeast 1/4 of the Southeast 1/4 of Section 5, T8N, R13E, City of Waterloo, Jefferson County, Wisconsin more fully described as follows: Commencing at the East 1/4 Corner of Section 5, thence S00°29'04"E along the East line of Section 5, 1,635.10 feet to the point of beginning. thence S00°29'04"E along the East line of Section 5, 180.00 feet; thence S89°30'42"W along the North line of Lot 11, Heritage Hills, 133.53 feet; thence S53°30'37"W, 81.58 feet; thence S89°30'42"W along the North line of Lot 12, Heritage Hills; 149.22 feet; thence N01°31'38"W along the East line of Lots 21 and 22, Heritage Hills, 200.00 feet; thence N89°30'56"E, 152.86 feet; thence N66°33'24"E, 71.67 feet, thence N89°30'42"E, 133.52 feet to the point of beginning. Containing 66,775 sq. ft or 1.53 acres. Subject to 66.00 feet of road right of way for Beech Road.

**Owners Certificate:**

As owner, Michael E. Hedtcke, I hereby certify that I have caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the City of Waterloo for approval.

\_\_\_\_\_  
Michael E. Hedtcke, Owner

**State of Wisconsin )**

**Jefferson County ss)** Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019, the above-named Michael E. Hedtcke, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, Jefferson County, Wisconsin

My Commission Expires \_\_\_\_\_

\_\_\_\_\_  
Printed name

**City of Waterloo Approval Certificate**

This Certified Survey Map is hereby acknowledged, accepted and approved for recording by the City Council of the City of Waterloo, Jefferson County.

\_\_\_\_\_  
Mo Hansen, Clerk  
City of Waterloo

Dated \_\_\_\_\_

Dated \_\_\_\_\_

Notes: Utilities Easement: No poles or buried cables are to be placed on any lot line or corner.

The disturbance of a survey stake by anyone is in violation of Section 236.32 of Wisconsin Statutes.

Wetlands, if present, have not been delineated.

This survey is subject to any and all easements and agreements both recorded and unrecorded.

Refer to building site information contained in the Jefferson County Soil Survey.

This survey shows above-ground improvements. No guarantee is made for below-ground structures.

**Surveyed For:**

Michael Hedtcke  
N8445 Nevar Dr.  
Wisconsin Dells, WI 53965  
(262)-649-7166

**Register of Deeds Certificate:**

Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 2019

Surveyed:

Drawn: B.S.S.

Checked: D.V.B.

Approved: D.V.B.

Field book:

Tape/File: J:\2019\Carlson

at \_\_\_\_\_ o'clock \_\_\_\_\_ m and recorded in Volume \_\_\_\_\_ of Certified Survey

Maps of Jefferson County on Pages \_\_\_\_\_.

\_\_\_\_\_  
Staci M. Hoffman, Register of Deeds

Document No. \_\_\_\_\_

# Beech Rd Lots 1-4 General Location

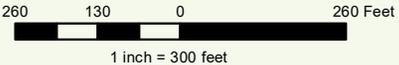


- |                     |                      |                       |                    |                     |             |
|---------------------|----------------------|-----------------------|--------------------|---------------------|-------------|
| <b>Parcels</b>      | ---                  | Old Lot/Meander Lines | —                  | Surface Water       |             |
| □                   | Parcels              | —                     | Rail Right of Ways | —                   | Map Hooks   |
| ■                   | Municipal Boundaries | —                     | Road Right of Ways | —                   | Tax Parcels |
| <b>Parcel Lines</b> | —                    | Section Lines         | —                  | Streams and Ditches |             |
| —                   | Property Boundary    |                       |                    |                     |             |



Jefferson County Geographic Information System

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.



Printed on: November 21, 2019

Author: Public User

City of Waterloo  
 Maunasha Business Center  
 Bids Summary  
 Replace Five Windows  
 11/19/2019 3:18 PM

GENERAL WINDOW

DATE	CONTACTOR	TYPE	LUMP SUM	NOTES
11/16/2019	Schumann's Home Renovations	HayField white vinyl	2498	
10/28/2019	Jeff Krueger Construction LLC	Anderson & Alliance	2950	3 Anderson 400 series; 2 Alliance Hawthorn series
11/4/2019	Waterloo Building Center	white vinyl	3500	insulated glass low-e
11/18/2019	Waunakee Remodeling	Anderson white	6960	
11/18/2019	Genesis Exteriors	double pane low e	4680	Installed using "Insert Replacement Method" reducing bid \$1,500