



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

**CITY OF WATERLOO COUNCIL AGENDA**  
**COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET**  
**Thursday, March 6, 2020 – 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: February 20, 2020
3. CITIZEN INPUT / PUBLIC COMMENT
4. COMMUNICATION TO CITY COUNCIL
  - a. S&P Global Ratings Report, Rating Lowered From 'AA' to "A+" On General Obligation Bonds
5. COUNCIL NOTICE OF PUBLISHED PUBLICATIONS
  - a. Office Notice Voting By Absentee Ballot For April 7, 2020 Spring Election
6. MEETING SUMMARIES (none since last Council meeting)
7. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS
  - a. Finance, Insurance & Personnel Committee
    - i. Resolution #2020-01 2019 Financial Carry Overs Approvals
    - ii. Resolution #2020-06 Funding A 2020 Summer Internship From General Fund Contingency
8. UNFINISHED BUSINESS
  - a. Winter On-Street Parking Permit Application, John Yerke, 520 Bradford Drive
9. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
10. ADJOURNMENT

*Mo Hansen*

Mo Hansen  
Clerk/Treasurer

\*\*\* Disbursements, Payroll and Treasurer's & Budget Reports are posted on the municipal website  
Posted & Emailed: 03/02/2020

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: February 20, 2020**

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 regularly scheduled meeting to order at 7:00 p.m. Alderpersons present: Rhynes, Kuhl, Griffin, Thomas, Stinnett and Petts. Absent: Schoenwetter. Others present: Mark Herbst; WLOO videographers; Tammy Krueger; Police Chief Denis Sorenson; Utility Superintendent Barry Sorenson; Public Works Director Chad Yerges and Clerk/Treasurer Hansen. The pledge of allegiance was recited.
2. MEETING MINUTES APPROVAL: February 6, 2020. MOTION: Moved by Rhynes, seconded by Petts to approve the minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT / PUBLIC COMMENT. None.
4. CONSENT AGENDA ITEMS. MOTION: Moved by Petts, seconded by Thomas to approve the consent agenda items as presented. VOICE VOTE: Motion carried
  - a. January 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 – 02/04/2020
    - viii. Watertown Humane Society
  - b. Granting New And Renewal Operator's Licenses For the License Period Ending Jun 30, 2021 (2)
5. MEETING SUMMARIES. Verbal summaries provided for: 2-10 Emergency Medical Services; 2-12 Park Commission; 2-18 Community Development Authority; 2-20 Finance, Insurance & Personnel Committee.
6. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS
  - a. Finance, Insurance & Personnel Committee.
    - i. January Monthly Financial Statements.
      1. General Disbursements - \$2,014,975.75. MOTION: Moved by Thomas, seconded by Kuhl to approve disbursements as presented. ROLL CALL VOTE: Ayes: Rhynes, Kuhl, Griffin, Thomas, Stinnett and Petts. Noes: none with Schoenwetter absent. Motion carried.
      2. Payroll - \$108,405.85. MOTION: Moved by Thomas, seconded by Griffin to approve payroll in the stated amount. ROLL CALL VOTE: Ayes: Rhynes, Kuhl, Griffin, Thomas, Stinnett and Petts. Noes: none with Schoenwetter absent. Motion carried.
      3. Preliminary Treasurer's Report & Budget Report. MOTION: Moved by Thomas, seconded by Griffin to approve the reports. VOICE VOTE: Motion carried.
7. NEW BUSINESS
  - a. Winter On-Street Parking Permit Application, John Yerke, 520 Bradford Drive. DISCUSSION Rhynes said a third vehicle could fit in the driveway. Thomas said a third vehicle may cross the sidewalk. MOTION: Moved by Thomas, seconded by Petts to table until 3/5. VOICE VOTE: Motion carried.
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Resolution #2020-01 2019 Financial Carry Overs Approvals. Noted.
  - b. The Mayor said she attended a Jefferson County comprehensive planning meeting, a County shared services gathering, and would attend a 2/27 tax incremental finance meeting in Jefferson.
9. ADJOURNMENT. Moved by Kuhl, seconded by Griffin to adjourn. Motion carried. Time: 7:15 p.m.



Attest:  
Mo Hansen, Clerk/Treasurer

**OFFICIAL NOTICE  
VOTING BY ABSENTEE BALLOT  
FOR APRIL 7, 2020  
SPRING ELECTION**

**VILLAGE OF MARSHALL (DANE CO.) WI. - TOWN OF MEDINA (DANE CO.) WI.-  
CITY OF WATERLOO (JEFFERSON CO.) WI. - TOWN OF PORTLAND (DODGE CO.) WI. -  
TOWN OF WATERLOO (JEFFERSON CO.) WI. - TOWN OF YORK (DANE CO.) WI.**

Any qualified elector who is unable or unwilling to appear at the polling place on Election Day may submit a request to vote an absentee ballot to their municipal clerk. A qualified elector is any U.S. citizen, who will be 18 years of age or older on Election Day, who has resided in the ward or municipality where he or she wishes to vote for at least 10 consecutive days before the election. The elector must also be registered in order to receive an absentee ballot. Proof of identification must be provided before an absentee ballot may be issued.

**You must make a request for an absentee ballot in writing or online at [MyVote.wi.gov](http://MyVote.wi.gov).**

Contact your municipal clerk and request that an application for an absentee ballot be sent to you for the primary or election or both. You may also submit a written request in the form of a letter or you may apply for an absentee online at [MyVote.wi.gov](http://MyVote.wi.gov). Your written request must list your voting address within the municipality where you wish to vote, the address where the absentee ballot should be sent, if different, and your signature. You may make application to your municipal clerk for an absentee ballot in person, by mail, by fax, by email or at [MyVote.wi.gov](http://MyVote.wi.gov).

**Making application to receive an absentee ballot by mail**

**The deadline for making application to receive an absentee ballot by mail is:  
5 pm on the fifth day before the election, THURSDAY, APRIL 2, 2020**

**Note:** Special absentee voting application provisions apply to electors who are indefinitely confined to home or a care facility, in the military, hospitalized, or serving as a sequestered juror. If this applies to you, contact the municipal clerk regarding deadlines for requesting and submitting an absentee ballot.

**Voting an absentee ballot in person**

You may also request and vote an absentee ballot in the clerk's office or other specified location during the days and hours specified for casting an absentee ballot in person.

**The first day to vote an absentee ballot in the clerk's office is: TUESDAY, MARCH 17, 2020**

See the list below for available times to vote in-person in your municipality, including the last day to vote in-person. No in-person absentee voting may occur on the day before the election.

**Village of Marshall - Lindsey Johnson**

130 S. Pardee St., Box 45  
Marshall, WI 53559-0045  
Phone # (608) 655-4017 ext. 202  
Mon-Thurs: 8:00 a.m. - 4:30 p.m.; Fri: 8:00 a.m.-1:00 p.m.  
Last Day: Friday, April 3, 2020 - 8:00 a.m. - 5:00 p.m.

**Town of Medina – Tammy Jordan**

634 State Hwy 19, PO Box 37  
Marshall, WI 53559  
Phone # (608) 219-3556  
Available by Appointment

**Town of Portland** - Nancy Thompson  
N120 Hickory Lane  
Waterloo, WI 53594  
Phone # (920) 478-3724  
Available by Appointment

**Town of York**— Nicole Bronkhorst  
398 Sun Prairie Rd  
Waterloo, WI 53594  
Phone # (608) 516-0828  
Available by Appointment - Mon-Fri: 8:00 a.m. - 5:00 p.m.

**Town of Waterloo**- Cindy Schroeder  
N8193 State Road 89  
Waterloo, WI 53594  
Phone # (920) 648-3230  
Available by Appointment

**City of Waterloo** - Mo Hansen  
136 North Monroe St  
Waterloo, WI 53594  
Phone # (920) 478-3025  
Monday-Friday 8:00 a.m. - 6:00 p.m. and Saturdays 9:00 a.m. – 12:00 noon

The municipal clerk will deliver voted ballots returned on or before Election Day to the proper polling place or counting location before the polls close on April 7, 2020. Any ballots received after the polls close **will not be counted**.

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**RESOLUTION #2020-01**  
**2019 Financial Carry-Over Approvals**

**Whereas**, the following chart defines the line item categories proposed for 2019-2020 carry over designation by the Clerk/Treasurer's office, with minor residual debit modifications expected to account for remaining 2019 invoices received in 2020.

CITY OF WATERLOO CARRYOVER WORKPAPER FOR THE YEAR ENDED 12/31/2019						
ACCOUNT #	DESCRIPTION	BEGINNING YEAR BALANCE	TRANSFER (LOSS)	CURRENT YEAR EXPENSES	CURRENT YEAR REVENUE/ALLOWANCE	YEAR END BALANCE
<b>FUND 100</b>						
100-32610	POLICE DONATION DEFIBULATOR	1,107.60		(540.59)	-	567.01
100-32631	POLICE DONATION SPEED LIMIT ALERT SIGN	240.15		-	-	240.15
100-32635	POLICE PATROL UNIFORM ALLOWANCE	1,837.93		(7,547.62)	4,831.49	(878.20)
100-32640	DPW UNIFORM ALLOWANCE	403.39		(374.53)	1,000.00	1,028.86
100-32650	RETIRED HEALTH INSURANCE	61,879.10		(32,502.24)	9,447.59	38,824.45
	<b>FUND 100 TOTAL</b>	<b>65,468.17</b>	<b>-</b>	<b>(40,964.98)</b>	<b>15,279.08</b>	<b>39,782.27</b>
<b>FUND 220</b>						
220-32635	FIRE DEPT UNIFORM ALLOWANCE	-		(1,000.00)	1,000.00	-
220-34100	FUND BALANCE CAPITAL PROJECT	711,308.86		-	115,256.04	826,564.90
	<b>FUND 220 TOTAL</b>	<b>711,308.86</b>	<b>-</b>	<b>(1,000.00)</b>	<b>116,256.04</b>	<b>826,564.90</b>
<b>FUND 225</b>						
225-32601	TRAILHEAD-WRT	-				-
225-32602	FIREMEN'S PARK (specified donation balance yr end \$0.00)	2,750.00		(2,831.54)		-
225-32605	JULY 4TH CELEBRATION	-				-
225-32629	MAUNESHA RIVER DOG PARK	-				-
225-34105	FUND BALANCE SHOE FACTORY	17,280.39		(9,000.00)	-	8,280.39
225-39999	CAROUSEL	28,164.23		(1,072.88)	3,587.63	30,678.98
	<b>FUND 225 TOTAL</b>	<b>48,194.62</b>	<b>-</b>	<b>(12,904.42)</b>	<b>3,587.63</b>	<b>38,959.37</b>
<b>FUND 400</b>						
400-32601	ROAD VEHICLE ACCOUNT	133,043.76		(130,000.00)	-	3,043.76
400-32602	SQUAD CAR FUND	72,504.47		(1,825.00)	30,000.00	100,679.47
400-32606	EMERGENCY GOVT SIRENS FUND	7,000.00		-	-	7,000.00
	<b>FUND 400 TOTAL</b>	<b>212,548.23</b>	<b>-</b>	<b>(131,825.00)</b>	<b>30,000.00</b>	<b>110,723.23</b>
<b>FUND 600</b>						
600-34310	PROFESSIONAL SERVICES CARRYOVER	-	-		25,000.00	25,000.00
	<b>FUND 600 TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000.00</b>	<b>25,000.00</b>
<b>FUND 812</b>						
812-34105	LIBRARY CARRYOVER COUNTY	106,353.79	-	(78,749.86)	80,606.00	108,209.93
812-34106	LIBRARY CARRYOVER CLARK	58,879.64	-	(31,285.19)	36,591.68	64,186.13
	<b>FUND 812 TOTAL</b>	<b>165,233.43</b>	<b>-</b>	<b>(110,035.05)</b>		<b>172,396.06</b>

**Therefore Be It Resolved**, by the Common Council of the City of Waterloo, Wisconsin, that it hereby authorizes the 2019-2020 carry over amounts as stated with final amounts to include any residential debits for accounts listed which have may have remaining 2019 invoices, received in 2020, after resolution adoption.

**PASSED AND ADOPTED** this \_\_\_\_\_, 2020.

**City of Waterloo**  
Signed:

\_\_\_\_\_  
Mayor Jenifer Quimby

Attest:

\_\_\_\_\_  
Mo Hansen, City Clerk/Treasurer



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**RESOLUTION #2020-06**  
**Authorizing The Funding Of A 2020 Summer Internship**  
**From The General Fund Contingency**  
**In An Amount Not To Exceed \$2,000**

**Whereas**, the Finance, Insurance and Personnel Committee has reviewed the outline below and unanimously recommended to fund a 2020 Summer internship for an amount not to exceed \$2,000 administered through the Clerk/Treasurer's office, outlined as follows:

- **Purpose:** Fund a 2020 summer internship
- **Funding Request Amount:** Not to exceed \$2,000
- **Internship Details**
  - \$12 per hour for 166 hours beginning May 11, 2020
  - Activity - Project Treyburn
    - Outcomes And Work Products
      - Add to and maintain a regional contact list of builders.
      - Weekly communication to builders, real estate agents and others using MailChimp and municipal website.
      - Organize one on-site builder event.
      - Upon completion, a presentation to the City Council with Mayoral letter of recommendation.

**Be It Resolved**, by the Common Council of the City of Waterloo, Wisconsin, that it accepts the Finance, Insurance and Personnel Committee recommendation and authorizes the funding of a 2020 summer internship from the General Fund Contingency line item in an amount not to exceed \$2,000.

**PASSED AND ADOPTED** this \_\_\_\_\_, 2020.

**City of Waterloo**

Signed: \_\_\_\_\_  
Jenifer Quimby  
Mayor

Attest:

\_\_\_\_\_  
Mo Hansen  
City Clerk/Treasurer

SPONSOR(S) – Finance, Insurance & Personnel Committee  
FISCAL EFFECT – Contingency budgeted at \$35,000



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**WINTER ON-STREET PARKING PERMIT APPLICATION – Municipal Code 350-7(G)**

Chapter 350: VEHICLES AND TRAFFIC

**§ 350-7. Parking restrictions.**

- G. Winter parking regulations. No person shall park in any City street or public parking lot in the City between the hours of 1:00 a.m. and 6:00 a.m. from November 15 to April 1, except by permit as set forth in Subsection E or as hereinafter set forth:
- (1) Overnight parking on City streets may be allowed by permit only. The permit fee shall be as stated in the City of Waterloo Fee Schedule for each winter season from November 15 to April 1. Editor's Note: The Fee Schedule is on file at the office of the City Clerk-Treasurer.
  - (2) Permits for winter on-street parking shall be issued only on the basis of unusual need for vehicles owned by City residents residing on property which does not have a driveway, lacks sufficient space to provide for off-street parking and does not have a reasonable alternative for overnight parking.
  - (3) Permit applications are to be obtained, completed and paid for at the office of the Clerk-Treasurer. Applications shall be submitted to the Council for review and granting or denial.
  - (4) The permit shall be displayed as required on the permit whenever a vehicle is parked on the City street overnight from November 15 to April 1. Failure to display the permit, as required, shall result in vehicle parking violations and subject the vehicle to being towed at the expense of the operator/owner.

APPLICATION DATE: 2-11-2020 NAME: John Yerke Yerke  
 ADDRESS: 520 Bradford Dr  
 PHONE: 608-697-6593  
 OWN OR RENT? Own  
 IF RENTER FURNISH NAME, ADDRESS & PHONE NUMBER OF LANDLORD:  
 (NAME) \_\_\_\_\_ (PHONE) \_\_\_\_\_  
 (ADDRESS) \_\_\_\_\_  
 BRIEFLY EXPLAIN NEED FOR PERMIT: two parking spaces + 3 cars.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 VEHICLE DESCRIPTION: MAKE: Jeep MODEL: Grand XJ  
 COLOR: Tan YEAR: 2014 LICENSE#: 443-WVV

(OFFICE USE ONLY)

PERMIT # \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
 FEES PAID: 50.00 DATE: 2/11/2020 RECEIPT NUMBER 35000