



136 North Monroe Street
Waterloo, Wisconsin 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 April 16, 2015
7:00 P.M.

1. Call to Order, Roll Call, Meeting Sign-In

2. Pledge of Allegiance

3. Approval of Minutes

- Minutes from City Council Meeting of April 2, 2015

4. Public Comment

Under "Public Comment" the public can comment on any topic not on the agenda, but The Wisconsin Open Meetings Law does not allow for any discussion or action to be taken on issues not listed on the agenda. The City Council is not able to respond to questions or have discussion during this time.

5. Consent Agenda Items

- Library Reports from February and March
- Library Board Minutes from February 10 and March 10, 2015
- Water and Light Meeting Minutes from March 3 and April 7, 2015
- CATV Meeting Minutes from January 20 and March 25, 2015
- Waterloo Regional Trailhead Meeting Minutes from January 22, 2015
- Public Safety and Health Meeting Minutes from March 5, 2015
- Park Trustee Board check registers for February 2015
- Waterloo Fire Department Report

6. Committees, Commissions & Board Recommendations/Reports

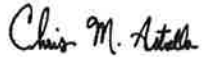
- Finance, Insurance, and Personnel
 - Payroll
 - February 2015: \$60083.53
 - March 2015: \$60919.46
 - Vouchers
 - February 20 through March 19, 2015
 - March 20 through April 16, 2015

7. Discussion/Decision Items

- Arbor Day Proclamation
- KJML withdrawal from Mid-Wisconsin Federated Library System and partnering with the Waukesha County Federated Library System
- Economic Development RFP
- Clerk/Treasurer's Report
 - Website
 - Rendezvous
- Convene in closed session pursuant to Wisconsin State Statutes 19.84(1)(f) to consider financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where paragraph (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.
- Reconvene into open session

8. Future Agenda Items, Communications to the Council and Announcements

9. Adjournment



Chris Astrella, WCPC
City Clerk/Treasurer

Posted and Emailed: April 14, 2015

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.

Waterloo City Council Meeting Minutes from April 2, 2015

1. Call to Order, Roll Call, Meeting Sign In. Mayor Thompson called the meeting to order at 7 pm. Roll Call: Present: Quimby, Springer, Griffin, Thomas, Stinnett. Absent – Ziaja and Reynolds. Also in attendance: Deputy Clerk/Treasurer Baird, Police Chief Sorenson, Diane Graff from The Courier, Public Works Director Yerges, Maureen Giese, Tammy Krueger from the Watertown Daily Times and 2 videographers.

2. Pledge of Allegiance was recited.

3. Approval of meeting minutes from March 19, 2015: Motion by Thomas, seconded by Stinnett to approve the minutes as presented. Voice vote. Quimby abstaining. Motion carried.

4. Public Comment: Maureen Giese felt the agreement between the Clerk/Treasurer and the City was an ambiguous statement referring to the one week of paid vacation given to the Clerk/Treasurer after serving four months of employment. The employee handbook states one week of vacation after one year of employment. Giese felt the City was setting a precedence, it was not fair and does not abide by State Statutes. The second point Giese talked about was the City's website, the Find Your Path Here logo instead of the City Seal which was adopted in 1978. She also commented on the minutes and the agendas that were missing from the website. She stated on the plus side, the Waterloo Comprehensive Plan is included and its mission statement.

5. Committees, Commissions, and Boards

- Public Works & Property Committee
 - Sidewalk Improvements on Anna Street from Lum Avenue to Monroe Street (South Side Only)

Springer stated the Public Works Committee recommended sidewalk be installed on Anna Street from Lum Ave to N. Monroe Street, the south side of the street only. It becomes a safety factor, with all the children walking that way to school and the Dollar General being built.

Motion by Springer, seconded by Thomas to initiate the assessment process for sidewalk improvements on Anna Street from Lum Avenue to N. Monroe Street, south side only. Roll Call: Ayes: Quimby, Springer, Griffin, Thomas, Stinnett: Noes – none. Absent: Ziaja and Reynolds. Motion carried.

- Public Safety & Health Committee
 - Application for Special Event or Entertainment License
Waterloo United Methodist Church, 348 W. Madison Street – No More Malaria Walk – April 25, 2015

Griffin reported that the Public Safety & Health Committee recommended approval of the Special Event License for the Methodist Church on the condition they supply a certificate of insurance. Griffin also reported the church wanted to change their route, from the Methodist Church to N. Monroe Street and continuing through Firemen's Park and ending at the school.

Motion by Griffin, seconded by Stinnett to approve the Special Event License for the Waterloo United Methodist Church walk on the condition they submit a certificate of insurance and the noted change in the route. Voice vote. Motion carried.

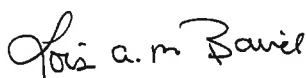
6. Discussion/Decision Items: None

7. Future Agenda Items, Communications to the Council and Announcements: None

8. Adjournment: Motion by Springer, seconded by Quimby to adjourn. Motion carried.

The meeting was adjourned at 7:12 pm

Minutes written and submitted by



Lois A.M. Baird
Deputy Clerk/Treasurer

Karl Junginger Memorial Library
Board of Trustees Meeting
February 10, 2015

- I. Call to Order/Roll Call
Beirmeier called the meeting to order at 5:17. Present: Lee Fiedorowicz, (left at 6:10) Deb Battenberg, Lindsay Reynolds, Art Beirmeier, Kelli Mountford, Ellen Sullivan (left at 6:15), Connie Schiestl. Absent: Mike Strasser. Others Present: Sue Cantrell, Dustin Foust
- II. Approval of agenda
Fiedorowicz moved to change the agenda to put MWFLS to top of agenda after approval of minutes; Reynolds seconded. Motion passed unanimously.
- III. Reading and Approval of open minutes from January 13th, 2015
Since minutes were not emailed out; approval will postponed till the next meeting.
- IV. Moved in agenda: New Business: MWFLS Presentation. Sue Cantrell and Dustin Foust from MWFLS – Presentation
Sue Cantrell and Dustin Foust presented on the benefits of MWFLS which include ILS, continuing education for librarians, consulting, and state statute and community governance knowledge. MWFLS also assists with marketing items and custom design such as bookmarks and posters (all free of charge). IT includes Dustin and Patrick Bush. MWFLS provides 5 day delivery between the 27 libraries, the Enterprise system, loan equipment such as tablets, makerspace (3d printer, sound recorder), and a sewing machine. It helps to pay for maintenance of ILS, internet access, WISCAT, Overdrive WPLC subscription, and provides grants for staff and library. Foust reported that ILS is now on the cloud, and is therefore more secure.
- V. Correspondence, Appearance, Public Comments
Holiday Parade committee thanked the library for the basket of books for the parade
- VI. Director's Report
Mountford reported that Trio voted for committee members. Joel and Kelli are on committees. Mountford reported on technology updates, and said she is concerned about not having a qualified technician for the library systems.
- VII. Unfinished Business
 - A. Roof – Informational
Lakeside construction will do the roofing. Lakeside will coordinate with McKays landscaping when doing the roof.
 - B. Landscaping and Grounds, Lee Fiedorowicz – Informational
Fiedorowicz presented the initial plan for new plantings surrounding KJML provided by the Karl Junginger Foundation. The foundation will pay for the replacement plantings, as well as the maintenance of the plants.
- VIII. New Business
 - A. Sue Cantrell and Dustin Foust from MWFLS – Presentation (moved to IV)
 - B. 2014 Annual Report – Action

Fiedorowicz moved to approve the draft of the annual report. Battenberg seconded. Motion passed unanimously.

C. Update about Waterloo District's Construction plan by Connie Schiestl - Informational Schiestl reported on the school's plan for a dedicated bus driveway, and suggested the school remove a part of the library's sidewalk when doing that work (that part of the sidewalk would become non-functional). The school is waiting to hear about state aid before moving forward.

D. Jefferson County Meetings with other Systems - Informational Jefferson County Board Committee members met with MWFLS, Lakeshores, Waukesha, Arrowhead and South Central. Directors were asked to the rank systems. Mountford reported that she is happy with MWFLS. Her second favorite is South Central. Van delivery could be an issue with other library systems.

This committee will meet again. March 2nd is next Jefferson County Board meeting.

E. Strategic Planning – Informational

Mountford reported that in Johnson Creek the library someone assisting them with strategic planning; could be a resource to KJML.

F. Kindle Policy – Action

Battenberg moved to approve the policy presented by Mountford, adding "Do not leave the Kindle in the car". Reynolds seconded. Motion passed unanimously.

IX. Future agenda items

Possibly strategic planning.

X. Date, place, and time of next meeting in the library conference room

March 10, 5:15 in the Conference Room

XI. Adjournment

Schiestl moved to adjourn at 6:32PM. Reynolds seconded. Motion passed unanimously.

Karl Junginger Memorial Library
Board of Trustees Meeting
March 10, 2015

- I. Call to Order/Roll Call
Beirmeier called the meeting to order at 5:15. Present: Lee Fiedorowicz, Art Beirmeier, Kelli Mountford, Ellen Sullivan, Connie Schiestl, Mike Strasser. Absent: Deb Battenberg, Lindsey Reynolds. Others Present: Leann Schwandt-Lehner.
- II. Approval of agenda
Fiedorowicz moved to change the agenda to change Item B under Unfinished Business to item A of unfinished business; Schiestl seconded. Motion passed unanimously.
- III. Reading and Approval of open minutes from January 13th, 2015
Strasser moved to approve the minutes; Schiestl seconded. Motion passed unanimously. Reading and Approval of open minutes from February 10, 2015 Schiestl moved to approve the corrected minutes; Biermeier seconded with Fiedorowicz, Strasser and Sullivan abstaining.
- IV. Correspondence, Appearance, Public Comments
Nothing reported
- V. Director's Report
Mountford reported that Jeff and Chad from city took down the wooden wall coat hanger in the community room and Mountford painted the wall. Cybrarian is running well w/few glitches but reports are nice. Brueckner had begun a Lego program and Parsons is doing well with adult programming.
- VI. Unfinished Business
*Moved in agenda: A. Jefferson County Meetings w/other Systems - Informational
Leann Schwandt-Lehner, Director of Jefferson Co. Public Library came in and discussed why some of the Jefferson libraries want to switch to a new system. March 17th, 2015 is Waukesha County Library board meeting where they will vote on Jefferson County libraries joining with their system.*
*B. Strategic Planning – Informational
Mountford will get in touch with WILS, Bruce Smith for more information on how they help libraries with strategic planning.*
- VII. New Business
*A. Social Media Policy – Action
Strasser moved to approve the Social Media/Networking policy as written. Sullivan seconded. Motion passed unanimously.*
*B. Milwaukee Library Zoo Pass Policy – Action
Schiestl moved to approve the Zoo Pass Policy with the bullet that states "No Holds or reservations are allowed on the passes" to be stricken and a calendar created for Waterloo patrons to reserve the passes. The zoo passes will not be placed in Sirsi/Dynix in order to pilot the program to Waterloo patrons first for one year. Strasser seconded. Motion passed unanimously.*

C. National Library Week Fine and lost, missing, long overdue forgiveness - *Action*
Schiestl approved the plan to have a one-time fine and one-time overdue forgiveness day during National Library week with the amount for the overdue forgiveness to be determined by the director. Strasser seconded. Motion passed unanimously.

D. Library Dishwasher and Microwave installation - *Action*
Schiestl approved the installation of the dishwasher, microwave and flooring to be installed in the community room kitchen not to exceed \$4500. Sullivan seconded. Motion passed unanimously.

E. Color of Roof and sign for advertising – *Action*
Schiestl approved the color of the roof to be Copper, if extra costs then the color will be Bronze and the sign needs to first be approved by the city then Lakeside can place their sign while installing the roof and for 3 to 4 weeks after it has been installed. Fiedorowicz seconded. Motion passed unanimously.

F. Blinds and Drapes – *Action*
Schiestl moved to table until Mountford can get more quotes/bids. Sullivan seconded. Motion passed unanimously.

VIII. Future agenda items

Rental Policy, Strategic planning, Blinds and Drapes

IX. Date, place, and time of next meeting in the library conference room

April 14, 5:15 in the Conference Room.

X. Adjournment

Strasser moved to adjourn at 7:03PM. Sullivan seconded. Motion passed unanimously.

March 3, 2015

The Waterloo Water & Light Commission held their regular meeting on Tuesday, March 3, 2015 at 7:00 pm at the Waterloo Utilities office at 575 Commercial Ave., Waterloo, Wisconsin, 53594.

The meeting was called to order by President Cliff Butzine. Present were Commissioners Tom Bergan, Ray Burbach, Steve Hegstrom, Ray Robertson, and Superintendent Eugene Weihert. Barry Sorenson was also present.

Motion by Burbach, seconded by Butzine to approve the minutes of the February 3, 2015 meeting. Motion carried.

Motion by Hegstrom, seconded by Burbach to approve payment of the February bills as presented. Motion carried.

Ryan Radloff will begin employment on March 9, 2015.

The purchase of a new bucket truck was discussed. The Commission would like to see two estimates of a truck built to the Utilities' specifications.

Motion to adjourn by Hegstrom, seconded by Burbach. Motion carried.

Respectfully submitted,

Tom Bergan
Secretary

List of Bills

| | | | |
|----------------------------------|-----------|-------------------------------------|------------------|
| City of Waterloo Treasurer | 34,949.67 | Postmaster | 536.71 |
| Farmers & Merchants State Bank | 48,976.54 | Frontier | 442.74 |
| SEERA | 1,267.97 | Neitzel Auto & Hardware | 501.63 |
| Badger Welding Supplies, Inc. | 12.40 | Waterloo Building Center, LLC | 35.00 |
| Solenis, LLC | 2,820.60 | BP Credit Card Center | 478.14 |
| Charter Communications | 75.00 | Waterloo Utilities | 9,925.09 |
| Cintas Corporation | 609.96 | We Energies | 2,581.10 |
| Crane Engineering Sales, Inc. | 139.86 | WPPI Energy | 329,286.11 |
| Baker Tilly Virchow Krause, LLP | 10,983.00 | Postal Source | 1,614.00 |
| C&M Hydraulic Tool Supply, Inc. | 322.35 | Wisconsin Dept. of Revenue | 4,146.30 |
| Hometown News, LP | 340.52 | Schwaab, Inc. | 75.68 |
| U.S. Cellular | 46.00 | USA Blue Book, Inc. | 77.94 |
| Electrical Testing Lab, LLC | 590.04 | Bell Lumber & Pole Company | 9,077.47 |
| Environmental Express, Inc. | 1,031.43 | United Liquid Waste Recycling, Inc. | 1,250.00 |
| Hawkins, Inc. | 7,449.74 | Kris Hensler | 550.00 |
| IMS, LLC | 607.50 | Public Service Commission | 508.89 |
| Lannoy Foods, Inc. | 29.73 | Barry Sorenson | 85.97 |
| Crescent Electric Supply Co. | 3,299.31 | K&B Auto Service, Inc. | 452.79 |
| VISA | 36.39 | MEUW | 3,919.00 |
| NAPA of Waterloo | 43.68 | Northern Lake Service, Inc. | 57.60 |
| NAMI | 1,410.00 | Petty Cash | 126.19 |
| WRWA | 360.00 | Dunneisen Excavating, LLC | 150.00 |
| Wisconsin State Lab of Hygiene | 20.00 | Pitney Bowes | 183.57 |
| Universal Recycling Technologies | 30.97 | William/Reid Ltd., LLC | 1,020.41 |
| Hurley Computers, LLC | 3,866.00 | Liberty Printers | 576.00 |
| Tim Lins | 75.00 | North Central Laboratories, Inc. | 436.56 |
| Payment Service Network | 12.95 | Payroll | <u>35,070.52</u> |
| Portland Sanitary District | 5,883.18 | | |

Total Disbursements \$528,455.20

Report of Cash

Checking Account #102-613:

| | |
|-----------------|---------------|
| Balance 1/31/15 | \$19,705.60 |
| Transfer | 250,000.00 |
| Disbursements | -183,220.33 |
| Interest | 4.86 |
| Service Charge | <u>-20.57</u> |
| Balance 2/28/15 | \$86,469.56 |

WWTP Account #374-547

| | |
|-----------------|---------------|
| Balance 1/31/15 | \$388,845.48 |
| Deposit | 9,475.00 |
| Interest | <u>105.40</u> |
| Balance 2/28/15 | \$398,425.88 |

Certificate of Deposit #608590:

| | |
|-----------------|--------------|
| Balance 2/28/15 | \$290,698.70 |
|-----------------|--------------|

Debt Service Account #3015323:

| | |
|-----------------|----------------|
| Balance 1/31/15 | \$176,566.55 |
| Deposit | 48,800.00 |
| Interest | <u>\$15.50</u> |
| Balance 2/28/15 | \$225,382.05 |

Money Market Account #110-832:

| | |
|-----------------|----------------|
| Balance 1/31/15 | \$345,909.09 |
| Deposits | 580,432.47 |
| Transfer | -259,475.00 |
| Disbursements | -345,094.38 |
| Interest | 275.51 |
| Service Charge | <u>-168.92</u> |
| Balance 2/28/15 | \$321,878.77 |

Bond Construction Account:

| | |
|-----------------|--------------|
| Balance 2/28/15 | \$626,391.84 |
|-----------------|--------------|

Certificate of Deposit #614470:

| | |
|-----------------|--------------|
| Balance 2/28/15 | \$113,018.97 |
|-----------------|--------------|

Certificate of Deposit #615177:

| | |
|-----------------|-------------|
| Balance 2/28/15 | \$13,318.18 |
|-----------------|-------------|

Certificate of Deposit #613386:

| | |
|-----------------|--------------|
| Balance 2/28/15 | \$291,361.56 |
|-----------------|--------------|

April 7, 2015

The Waterloo Water & Light Commission held their regular meeting on Tuesday, April 7, 2015 at 7:00 pm at the Waterloo Utilities office at 575 Commercial Ave., Waterloo, Wisconsin, 53594.

The meeting was called to order by President Cliff Butzine. Present were Commissioners Tom Bergan, Ray Burbach, Steve Hegstrom, Ray Robertson, and Superintendent Eugene Weihert. Jodi Dobson of Baker Tilly and Barry Sorenson were also present.

Motion by Bergan, seconded by Hegstrom to approve the minutes of the March 3, 2015 meeting. Motion carried.

Motion by Bergan, seconded by Butzine to approve payment of the March bills as presented. Motion carried.

Motion by Burbach, seconded by Hegstrom to approve the financial audit as presented by Jodi Dobson. Motion carried.

The Dollar General and Monroe Street Apartment projects were discussed.

Jacob Smith will begin employment in May.

Motion to adjourn by Hegstrom, seconded by Burbach. Motion carried.

Respectfully submitted,

Tom Bergan
Secretary

List of Bills

| | | | |
|--------------------------------------|-----------|-------------------------------------|------------------|
| City of Waterloo Treasurer | 37,670.08 | Postmaster | 527.39 |
| Farmers & Merchants State Bank | 48,694.42 | Frontier | 439.52 |
| SEERA | 1,253.34 | Neitzel Auto & Hardware | 348.45 |
| Badger Welding Supplies, Inc. | 11.20 | Waterloo Building Center, LLC | 30.00 |
| Century Link | 106.73 | BP Credit Card Center | 457.72 |
| Charter Communications | 75.00 | Waterloo Utilities | 9,925.02 |
| Cintas Corporation | 1,047.59 | We Energies | 2,363.74 |
| Crane Engineering Sales, Inc. | 755.50 | WPPI Energy | 289,515.84 |
| Baker Tilly Virchow Krause, LLP | 5,357.00 | GFC Leasing | 49.00 |
| Bernie's Equipment Co., Inc. | 251.98 | Wisconsin Dept. of Revenue | 3,905.75 |
| Hometown News, LP | 1,014.24 | Cintas Fire Protection | 536.93 |
| U.S. Cellular | 33.95 | USA Blue Book, Inc. | 48.55 |
| Border States Electric Supply | 1,736.52 | Fed Ex | 115.00 |
| Conney Safety | 74.58 | United Liquid Waste Recycling, Inc. | 1,562.50 |
| Wisconsin Dept. of Natural Resources | 45.00 | Kris Hensler | 150.00 |
| Grainger | 672.50 | Jonas Office Products, Ltd. | 83.98 |
| Lannoy Foods, Inc. | 42.21 | Tim Lins | 239.43 |
| Mid-American Research Chemical | 361.40 | Pitney Bowes | 153.06 |
| VISA | 314.80 | PPS, LLC | 8.40 |
| General Communications, Inc. | 654.00 | Northern Lake Service, Inc. | 173.60 |
| William/Reid Ltd., LLC | 137.22 | Crescent Electric Supply Co. | 125.48 |
| Waterloo Post Prom | 50.00 | City of Lake Mills | 243.77 |
| Superior Chemical Corp. | 881.44 | RESCO | 1,148.40 |
| Wisconsin Management | 195.00 | Tom Bergan | 75.00 |
| Wisconsin State Lab of Hygiene | 20.00 | Ray Burbach | 75.00 |
| Universal Recycling Technologies | 15.58 | Clifford Butzine | 75.00 |
| Mike Kitelinger | 153.70 | Steve Hegstrom | 50.00 |
| Town & Country Engineering, Inc. | 386.50 | Raymond Robertson | 75.00 |
| Payment Service Network | 12.95 | Portland Sanitary District | 5,905.92 |
| Hellenbrand Ace Hardware | 26.94 | Payroll | <u>50,912.39</u> |
| | | Total Disbursements | \$471,371.21 |

Report of Cash

Checking Account #102-613:

| | |
|-----------------|---------------|
| Balance 2/28/15 | \$86,469.56 |
| Transfer | 203,870.00 |
| Disbursements | -165,817.06 |
| Interest | 7.30 |
| Service Charge | <u>-16.77</u> |
| Balance 3/31/15 | \$124,513.03 |

WWTP Account #374-547

| | |
|-----------------|---------------|
| Balance 2/28/15 | \$398,425.88 |
| Deposit | 9,475.00 |
| Interest | <u>124.80</u> |
| Balance 3/31/15 | \$408,025.68 |

Certificate of Deposit #608590:

| | |
|-----------------|--------------|
| Balance 3/31/15 | \$290,698.70 |
|-----------------|--------------|

Debt Service Account #3015323:

| | |
|-----------------|----------------|
| Balance 2/28/15 | \$225,382.05 |
| Deposit | 48,500.00 |
| Interest | <u>\$24.74</u> |
| Balance 3/31/15 | \$273,906.79 |

Money Market Account #110-832:

| | |
|-----------------|----------------|
| Balance 2/28/15 | \$321,878.77 |
| Deposits | 552,652.98 |
| Transfer | -109,475.00 |
| Disbursements | -305,346.78 |
| Interest | 334.21 |
| Service Charge | <u>-190.60</u> |
| Balance 3/31/15 | \$459,853.58 |

Bond Construction Account:

| | |
|-----------------|--------------|
| Balance 2/28/15 | \$626,391.84 |
|-----------------|--------------|

| | |
|-----------------|----------------------|
| Transfer | <u>-\$103,870.00</u> |
| Balance 3/31/15 | \$522,521.84 |

Certificate of Deposit #614470:

| | |
|-----------------|--------------|
| Balance 3/31/15 | \$113,018.97 |
|-----------------|--------------|

Certificate of Deposit #615177:

| | |
|-----------------|----------------|
| Balance 2/28/15 | \$13,318.18 |
| Interest | <u>\$71.92</u> |
| Balance 3/31/15 | \$13,390.10 |

Certificate of Deposit #613386:

| | |
|-----------------|--------------|
| Balance 3/31/15 | \$291,361.56 |
|-----------------|--------------|



136 N. MONROE STREET, WATERLOO, WI 53594
PHONE (920) 478-3025
EMAIL cityhall@waterloowi.us
FAX (920) 478-2021

**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
JANUARY 20, 2015
5:00 p.m.**

1. Call to Order and Roll Call

Steve Battenberg called the meeting to order at 5:00 p.m. CATV board members present: Steve Battenberg, Laura Cotting and Bobbi Foutch-Reynolds. Others present: CATV Director Jesus Burgos.

2. Approval of Previously Unapproved Meeting Minutes

Motion: Moved by Bobbi Foutch-Reynolds to approve the meeting minutes held on December 16, 2014, seconded by Laura Cotting. **Voice Vote:** Approved.

3. Citizen Input

None

4. Directors Report

Jesus Burgos reported about the recording of the Varsity Basketball games. He informed the board of the arrival of the CATV credit card. Jesus Burgos also reported about the information he received regarding the matching funds for the interactive map of the Municipal Website. Jesus Burgos mentioned that the City Clerk mentioned that it would not be necessary since we could use a free source such as Google.

5. Unfinished Business

A. Website Upgrade

Laura Cotting mentioned that she had a meeting with Chris Astrella pertaining to the website upgrade and he mentioned that he was going to give Green Leaf a call to talk about the transferring of information from our old website to the new upgraded site.

B. Satellite Dish for Live programming

Jesus mentioned that the cost to install a live satellite dish could run from \$8,000-\$15,000 to install and to run it, it would cost \$500 a year. Jesus Burgos felt that we could not afford the satellite dish at this time and was looking into other means of transmitting live feeds such as Roku streaming and Telview on the internet.

6. New Business


None.

7. Future agenda items and announcements

Next meeting was set for March 4, 2015 at 5pm.

8. Adjournment

Motion: Moved by Laura Cotting, seconded by Bobbi Foutch-Reynolds. **Voice vote:** Motion carried.


Jesus Burgos
WLOO Coordinator/Director



136 N. MONROE STREET, WATERLOO, WI 53594
PHONE (920) 478-3025
EMAIL cityhall@waterloowi.us
FAX (920) 478-2021

**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
March 25, 2015
5:00 p.m.**

1. Call to Order and Roll Call

Steve Battenberg called the meeting to order at 5:00 p.m. CATV board members present: Steve Battenberg, Laura Cotting, Bobbi Foutch-Reynolds and Shannon Koele. Others present: CATV Director Jesus Burgos.

2. Approval of Previously Unapproved Meeting Minutes

Motion: Moved by Bobbi Foutch-Reynolds to approve the meeting minutes held on December 16, 2014.
Seconded by Laura Cotting. **Voice Vote:** Approved

3. Citizen Input

None

4. Directors Report

Jesus Burgos reported on the new Latin show, Hoy Wisconsin, which started airing on our station WLOO Ch 992 every Saturday at 11am. He mentioned that we downloaded it from Media Fire for the price of \$29.00 per year and at the same time we had access to other programs that are available to us from different Peg stations in Wisconsin. Jesus Burgos also mentioned that he was once again coming in on Mondays instead of Sundays.

5. Unfinished Business

Web Site Upgrade. Laura Cotting mentioned that she looked at the site and noticed that there were some sections missing from the old sight such as the Chamber link, Waterloo Yoga link and other items in the Community Resources section that are gone. Laura Cotting also mentioned that the interactive map was in the Park Section. In the Park section she noticed that they had a donating area and that this could be confusing to the web user in the area of who they would be donating to. Laura Cotting also mentioned other areas that needed to be corrected. In conclusion, Laura Cotting wanted to know if the board members could attend the first training session on the following Monday in order to bring up these discrepancies and Jesus Burgos mentioned that he did not see a problem with that. Laura Cotting also wanted to inform the board of the possibilities of talking to the county about becoming a project partner in updating the interactive map since they were showing interest in becoming a partner in updating it. The board agreed upon getting more information on cost and interest from Jefferson County and once we had all the information a decision would be made.

6. New Business: NONE

7. Future agenda items and announcements.

Next meeting was set for April 22, 2015

8. Adjournment

Motion: Moved by Laura Cotting, seconded by Bobbi Foutch-Reynolds. **Voice vote:** Motion carried.


Jesus Burgos
WLOO Coordinator/Director

APPROVED 03-18-2015

Waterloo Regional Trailhead Meeting Minutes – 01/22/2015 6:35 pm

1. **Call Meeting to Order** Meeting called to order at 6:35 pm. Chuck Crave, Joni Crave, Dick Jones, Joe Nehmer present. Invited Guest Laura Cotting present. Eric Seidl made a brief appearance to drop off draft proofs of kiosk signage.
Absent: Tom Bergan, Jeff Robbins, Jill Taylor
2. **Approval of 12/10/2014 Meeting Minutes** Moved by C. Crave, seconded by Jones, unanimous with no changes.
3. **The Committee Intentions and Passions for the Trailhead**
Chuck Crave stated greater community involvement with 4-H, more than Dane and Jefferson Co.. Joni Crave said 4-H would be a great way to get more involvement with Dodge County.
Many statements were made regarding acquiring or developing a greater database of potential attendees and/or groups.
4. **Possible educational programs we can offer Youth in February and March**
C. Crave and J. Crave referred to 4H discussion above, reaching out to area Scouts was mentioned.
5. **Possible educational Programs we can offer adults in the Spring**
Dick Jones was thinking of an open house with a focus on the grounds. For instance, the edible plantings could be a feature.
6. **How to set up an on-line reservation and payment system for the Trailhead.**
Trek Corporation has an interest to register for rentals online. Representatives stated Trek employees love having meetings at the WRTF, especially brainstorming sessions, and would rent it a lot more often if it were more convenient to make reservations and payments. Dick Jones will follow up with the City.
7. **Who or whom else to invite to be members of the committee**
A Teacher- Dick Jones will scout out a teacher pertaining to field trips.
A Parks Commission Member (unelected)-Al Kegler will be contacted and invited to join
A Trek Employee-will be recruited as opportunity presents itself
8. **Anything else?**
 - a Let's evaluate our DNR relationship, as well as our Trek relationship.
 - b Laura Cotting stated Friends of the WRT Inc. is an official 501(c)3 with tax id number. The first annual fundraiser calendar was at the publisher. The Courier will print an article about the Friends, including the photo submission contest for next year's calendar and entry criteria. Winning photos will be published in next year's calendar.
 - c Tracy Hamilton of the Lake Mills Cub Scouts contacted us through the WRTF Facebook Page, offered assistance with projects. Dick Jones will follow up.
 - d Laura Cotting will take draft signage proofs with Team's written comments to McKay
 - e Joe Nehmer suggested area business owners with an interest in moving the GHA

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forward make appointments to meet with DNR Secretary Stepp.

- 9. Adjourn** (motion by Jones, seconded by C. Crave, time 8:30)

**PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES
March 5, 2015**

1. **Call to Order**
The Public Safety Committee meeting was called to order by Alderperson Reynolds at 6:30PM
2. **Roll Call**
Committee members present – Alderperson Reynolds, Griffin, Thomas, Chief Sorenson, and citizen Kurt Dornacker
3. **Approval of Public Safety Committee Minutes of January 15th 2015 and February 5th 2015 Cancelled meeting minutes.**
Motion by Alderperson Thomas to approve meeting minutes of January 15th 2015 and cancelled meeting for February 5th 2015 meeting minutes. Second by Griffin, motion carried.
4. **Citizen Input: None**
5. **Unfinished Business, None**
6. **New Business: Special event license for Waterloo Regional Trailhead Rendezvous, May 8-10 2015.**
Alderperson Thomas requested Chief Sorenson follow-up with event personnel. Thomas stated he was informed after last year's event a stain was noticed on the brick pavers at the Trail head facility were stained from some type of spill that caused stains on the brick pavers. Motion By Thomas to approve Rendezvous event license, Second by griffin, motion carried.

Special Event License for Midwest Athletes Against Childhood Cancer Inc. June 6, 2015. Motion to approve (MACC Fund) Special event license by Thomas, second By Griffin, motion carried.

Waterloo Fire Department requesting temporary street closure on Dickenson Street to Hendricks Street for American Tribute Ride on July 25, 2015 from 12:00pm to 2:00pm. Motion by Griffin to approve temporary street closure for American Tribute Ride on July 25, 2015. Second by Thomas, motion carried.

Snow removal on bike path through Firemen's Park. Motion by Thomas to refer to Public Works Committee. Second by Griffin, motion carried.

Request to fill vacant Sgt. Position for the Waterloo Police Department. Motion by Thomas to approve Chief Sorenson to fill current vacant Sgt. Position within the Waterloo Police Department. Second by Griffin, motion carried.
7. Future Agenda Items and announcements (None)
8. **Adjourn: Motion to Adjourn by Alderperson Griffin, Second by Thomas, motion carried.**

Register Report-Park Board #xxxxxx2402 - Last month

2/1/2015 through 2/28/2015

3/15/2015

| Date | Account | Num | Description | Memo | Category | Tag | Clr | Amount |
|-----------------------------|----------|----------|--------------------|------------------|--------------------|-----|-----|------------------|
| BALANCE 1/31/2015 | | | | | | | | 8,994.18 |
| 2/4/2015 | Checking | EFT | Norton | Anti-virus su... | Park Admin | | | -52.74 |
| 2/5/2015 | Checking | 21811 | Watertown Da... | Bridal sectio... | Ads | | | -153.21 |
| 2/5/2015 | Checking | 21812 | City Of Waterl... | Invoices #02... | Wages & Ins. | | | -538.26 |
| 2/5/2015 | Checking | DEP | Deposit | Gentz 10/10/... | Rent-Upper P... | | | 250.00 |
| 2/5/2015 | Checking | DEP | Deposit | Holzhueter 0... | Rent - Bingo | | | 150.00 |
| 2/13/2015 | Checking | Deb Card | Menards | Electrical, etc | Park Maint - S... | | | -30.25 |
| 2/15/2015 | Checking | EFT | We Energies | 12/19/14-01/... | Utilities:Gas &... | | | -10.96 |
| 2/15/2015 | Checking | 21813 | Piggly Wiggly | Annual mtg ... | Meals & Entern | | | -43.78 |
| 2/15/2015 | Checking | 21814 | Frontier | 920-478-208... | Utilities | | | -57.32 |
| 2/16/2015 | Checking | EFT | Waterloo Utilit... | 12/12/14-01/... | Utilities:Gas &... | | | -151.88 |
| 2/16/2015 | Checking | EFT | Waterloo Utilit... | 12/12/14-01/... | Utilities:Gas &... | | | -17.19 |
| 2/16/2015 | Checking | DEP | Deposit | Berkevich 05... | Rent-Upper P... | | | 250.00 |
| 2/16/2015 | Checking | DEP | Deposit | Silha 06/13/2... | Rent-Beer Ga... | | | 50.00 |
| 2/22/2015 | Checking | 21815 | Adt Security S... | March 2015 | Park Maint. - ... | | | -46.99 |
| 2/22/2015 | Checking | 21816 | US Cellular | Acct #21759... | Park Admin | | | -104.08 |
| 2/22/2015 | Checking | 21817 | City Of Waterl... | Invoices #00... | Unemployme... | | | -319.00 |
| 2/22/2015 | Checking | 21818 | Dept Of Admi... | Raffle Licens... | Licenses and ... | | | -25.00 |
| 2/23/2015 | Checking | DEP | Deposit | Olguin 10/03... | Rent-Upper P... | | | 250.00 |
| 2/1/2015 - 2/28/2015 | | | | | | | | -600.66 |
| BALANCE 2/28/2015 | | | | | | | | 8,393.52 |
| TOTAL INFLOWS | | | | | | | | 950.00 |
| TOTAL OUTFLOWS | | | | | | | | -1,550.66 |
| NET TOTAL | | | | | | | | -600.66 |

Register Report-Park Board #xxxxxx5309 - Last month

2/1/2015 through 2/28/2015

3/15/2015

| Date | Account | Num | Description | Memo | Category | Tag | Clr | Amount |
|-----------------------------|----------------|-----|-------------|------------|--------------|-----|-----|------------------|
| BALANCE 1/31/2015 | | | | | | | | 10,591.16 |
| 2/27/2015 | SWIB Saving... | DEP | Interest | 02/27/2015 | Interest Inc | | | 0.81 |
| 2/1/2015 - 2/28/2015 | | | | | | | | 0.81 |
| BALANCE 2/28/2015 | | | | | | | | 10,591.97 |
| TOTAL INFLOWS | | | | | | | | 0.81 |
| TOTAL OUTFLOWS | | | | | | | | 0.00 |
| NET TOTAL | | | | | | | | 0.81 |