



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, July 2, 2015
7:00 p.m.

1. **Call to Order, Roll Call and Pledge of Allegiance**
2. **Approval of Council Meeting Minutes**
 - June 4, 2015 Closed Session
 - June 9, 2015 Special Meeting
 - June 18, 2015
3. **Public Comment**
4. **Reports of Committees, Commission & Boards**
 - **Public Safety & Health Committee**
 - Permission to fill Sergeant position
5. **Communications and Announcements**
 - **Published Notice**
 - Request for Proposals – Consulting Services to Perform Economic Development Strategic Planning Services for the City of Waterloo
6. **Discussion/Decision (including new and old/unfinished business)**
 - **Approval of Licenses for the License Period Beginning July 1, 2015 and ending June 30, 2016**
 - **Wil-Park and Greeningame Condominium - Annual Mobile Home Park License**
 - **Approval of Operator's Licenses for the License Period Ending June 30, 2017**
 - **Cook, Amy, Reeseville (new)**
 - **Quimby, Scott, Waterloo (renewal)**
 - **Thomas, Melissa, Waterloo (renewal)**
 - **Mayoral Appointment of Kristen Klein to the Library Board to complete the unexpired term of Michael Strasser, said term to expire April of 2016**
7. **Reports of City Officials**
8. **Adjournment**

Mo Hansen

Mo Hansen
Clerk/Treasurer

Posted and Emailed: June 29, 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.

-Public Safety & Health Committee – June 4 2015

City of Waterloo Special Council Meeting Minutes from June 9, 2015

1. Call to Order and Roll Call. Mayor Thompson called the meeting to order at 4 p.m. Alderpersons present: Springer, Griffin, Thomas and Reynolds. Absent – Ziaja, Quimby, and Stinnett. Others present: Deputy Clerk/Treasurer Lois A.M. Baird; Diane Graff, The Courier; and Tammy Krueger, Watertown Daily Times.

2. Pledge of Allegiance. Recited

3. Approval of Minutes. None

4. Public Comment. None

5. Committees, Commissions and Boards. None

6. Consent Agenda. None

7. Discussion/Decision Items.

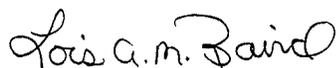
- Appointment of Interim Clerk/Treasurer, effective June 6, 2015
Motion: Moved by Thomas, seconded by Reynolds to appoint Lois A.M. Baird as Interim Clerk/Treasurer, effective June 6, 2015. Roll call vote: Ayes: Springer, Thomas, Griffin and Reynolds. Noes: none with Ziaja, Quimby, and Stinnett being absent. Motion carried.
- Appointment of Clerk/Treasurer, effective June 29, 2015
Motion: Moved by Springer, seconded by Thomas to appoint Morton J. Hansen as Clerk/Treasurer, effective June 29, 2015. Roll call vote: Ayes: Springer, Thomas, and Reynolds. Abstain – Griffin. Noes: none with Ziaja, Quimby, and Stinnett being absent. Motion carried.
- Resolution #2015-12, Updating the Farmers & Merchants State Bank Corporate Authorization Resolution to include Morton J. Hansen as City Clerk/Treasurer and to add the Council President as an authorized signer, effective June 29, 2015
Motion: Moved by Springer, seconded by Griffin to approve Resolution #2015-12 as presented. Roll call vote: Ayes: Springer, Thomas, Griffin and Reynolds. Noes: none with Ziaja, Quimby, and Stinnett being absent. Motion carried.

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

9. Adjournment

Motion: Moved by Thomas, seconded by Griffin to adjourn. Voice vote: All yes. Motion carried. Time approximately 4:15 p.m.

Attest:



Lois A.M. Baird
Interim Clerk/Treasurer

City of Waterloo Council Meeting Minutes from June 18, 2015

1. Call to Order, Roll Call and Pledge of Allegiance

Council President Springer called the meeting to order at 7 p.m. Alderpersons present: Ziaja, Quimby, Griffin and Reynolds. Absent – Thomas and Stinnett. Others present: Interim Clerk/Treasurer Lois A.M. Baird; Diane Graff, The Courier; Police Chief Denis Sorenson; Genevieve Borich, Director, Economic Development Consortium; Jenni Steiner, Baker & Tilly Virchow Krause, LLP; Maureen Giese, Herb Lenius, Ben Griffin and a videographer.

The Pledge of Allegiance was recited.

2. Approval of Council Meeting Minutes

June 4, 2015

Motion: Moved by Ziaja, seconded by Quimby to approve the minutes as presented. Voice
Vote: Motion carried unanimously

3. Public Comment

Maureen Giese asked that the Carousel banners be put up.

Maureen Giese commented that the Waterloo Utilities has a saying, service you can use, people you can trust. Lois has always filled in when needed and she is service we use and she has always been very trustworthy over the years. I appreciate all she has done.

Herb Lenius stated he heard a rumor that a business was leaving Waterloo and asked that the City try to do something, so we don't lose them.

4. Carla Gogin and Jenni Steiner – Baker Tilly Virchow Krause, LLP

a. 2014 Financial Statement Highlights

Jenni Steiner of Baker Tilly Virchow Krause presented the Council with a brief overview of the highlights of the 2014 financial statements.

5. Genevieve Coady, Director, Economic Development Consortium

a. RFP Economic Development Strategic Planning Services Highlights

Genevieve Coady, Director of the Jefferson County Economic Development Consortium gave a brief overview presentation of the request for proposal for economic development services she drafted for the City.

6. Consent Agenda Items

a. Reports of City Officials & Contract Service Providers

- Waterloo Active Fire Department for May 2015
- Building Inspector - Building, Plumbing, and Electrical Permits for May 2015
- Public Works Director Gary Yerges for May 2015
- Police Chief Denis Sorenson for May 2015
- Library Director Kelli Mountford For May 2015
- Waterloo Water & Light Commission - June 2, 2015
- Watertown Humane Society for May 2015

Motion: Moved by Quimby, seconded by Reynolds to approve the consent agenda items.
Voice Vote: Motion carried unanimously.

7. Reports of Committees, Commissions & Boards

a. Finance, Insurance & Personnel Committee

- Payroll for May, 2015 - \$60,202.26

Motion: Moved by Quimby, seconded by Griffin to approve the payroll for May, 2015 in the amount of \$60,202.26 as presented. Roll Call Vote: Ayes: Ziaja, Quimby, Griffin and Reynolds
Noes: none with Thomas and Stinnett absent. Motion carried.

- General Disbursements - May 22, 2015 through June 18, 2015

Motion: Moved by Quimby, seconded by Griffin to approve the General Disbursements in the amount of \$118,941.03 as presented. Roll Call Vote: Ayes: Ziaja, Quimby, Griffin, and Reynolds. Noes: none with Thomas and Stinnett absent. Motion carried.

- Treasurer's Report & Budget Reports for May, 2015

Motion: Moved by Quimby, seconded by Griffin to approve the Treasurer's Report & Budget Reports as presented. Voice Vote: Motion carried unanimously.

- 2014 Audit - Including Independent Audit Report and Management Letter
- 2014 Audit TID 1-2-3-4

Motion: Moved by Quimby, seconded by Reynolds to approve the 2014 Audit Reports as presented. Roll Call Vote: Ayes: Ziaja, Quimby, Griffin, and Reynolds. Noes: none with Thomas and Stinnett absent. Motion carried.

8. Communications and Announcements. None.

9. Discussion/Decision Items (including new and old/unfinished business)

a. Tabled RFP for Economic Development Strategic Planning Services

Motion: Moved by Quimby, seconded by Reynolds to approve the RFP for Economic Development Strategic Planning Services as presented. Roll Call Vote: Ayes: Ziaja, Quimby, Griffin, and Reynolds. Noes: none with Thomas and Stinnett absent. Motion carried.

b. Approval to Grant New and Renewed Operator's Licenses for the License Period Beginning July 1, 2015 and Ending June 30, 2017 (74)

Motion: Moved by Quimby, seconded by Griffin to approve the Operator's Licenses for the License Period beginning July 1, 2015 and ending June 30, 2017, 74 licenses as presented. Voice Vote: Motion carried unanimously

c. Dollar General Store #15975, 200 Anna Street

- Approval of agent appointment, Troy R. Becker, for Dolgen Corp, LLC, (Dollar General Store #15975) to sell fermented malt beverages and/or intoxicating liquor

Motion: Moved by Quimby, seconded by Ziaja to approve Troy R. Becker as agent for Dolgen Corp, LLC, (Dollar General Store #15975) as presented. Roll Call Ayes: Ziaja, Quimby, Griffin, and Reynolds. Noes: none with Thomas and Stinnett absent. Motion carried.

- Approval of "Class A" Intoxicating Liquor and Class "A" Beer License, Agent Troy R. Becker for Dolgen Corp, LLC, (Dollar General Store #15975) for the license period beginning July 1, 2015 and ending June 30, 2016

Motion: Moved by Ziaja seconded by Quimby to approve the "Class A" Intoxicating Liquor and Class "A" Beer License for Dolgen Corp, LLC, (Dollar General Store #15975) as presented. Roll Call Vote: Ayes: Ziaja, Quimby, Griffin and Reynolds. Noes: none with Thomas and Stinnett absent. Motion carried.

- Approval of Cigarette License for Dolgen Corp, LLC, (Dollar General Store #15975) for the license period beginning July 1, 2015 and ending June 30, 2016

Motion: Moved by Ziaja, seconded by Quimby to approve the Cigarette and Tobacco License for Dolgen Corp, LLC, (Dollar General Store #15975) as presented. Roll Call Vote: Ayes: Ziaja, Quimby, Griffin, and Reynolds. Noes: none with Thomas and Stinnett absent. Motion carried.

10. New Business

- Ordinance #2015-04, An Ordinance Amending Section §350-7 of the Municipal Code to Prohibit Parking of Vehicles on the East Side of Lexington Way, South from its Intersection with Derby Lane, 422 Feet to 436 Feet**

Motion: Moved by Quimby, seconded by Reynolds to adopt Ordinance #2015-04 to prohibit parking of vehicles on the east side of Lexington Way, south from its intersection with Derby Lane, 422 feet to 436 feet (to allow access to the sub-station). Roll Call Vote: Ayes: Ziaja, Quimby, Griffin and Reynolds. Noes: none with Thomas and Stinnett absent. Motion carried.

11. Reports of City Officials

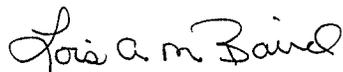
- Waterloo Water & Light Commission**

- 2014 Audit - Including Independent Audit Report and Management Letter Filed, Clerk/Treasurer's office and posted to City's website.

12. Adjournment

Motion: Moved by Ziaja, seconded by Griffin to adjourn. Voice Vote: Motion passed unanimously. Time approximately 7:45 p.m.

Attest:



Lois A.M. Baird
Interim Clerk/Treasurer



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-- REQUEST FOR PROPOSALS --

**Consulting Services
to Perform Economic Development
Strategic Planning Services
for the
City of Waterloo**

The City of Waterloo is seeking a qualified person or firm to contract for consulting services to a set of economic development strategies for the community in the form of a strategic implementation plan.

Sealed proposals must be submitted to:

City of Waterloo
Clerk/Treasurer's Office
136 North Monroe Street
Waterloo, WI 53594

No Later than 5pm on July 20, 2015

Documents providing details can be found on the City's website at www.waterloowi.us

The City of Waterloo reserves the right to reject any and all proposals received in response to this request; negotiate the fees contained in any proposal; waive or modify any irregularities in proposals received; award contracts for consulting services in any manner necessary to serve the best interest of Waterloo and the State of Wisconsin, without obligation to accept a proposal based upon the lowest fee schedule; and request additional information or clarification as determined necessary or request some or all firms responding to make oral presentations.

Lois A. M. Baird
Interim Clerk/Treasurer

Publish: The Courier, June 25, 2015



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APPLICATION FOR ANNUAL MOBILE HOME PARK LICENSE

TO THE CLERK OF THE

CITY OF WATERLOO

COUNTY OF JEFFERSON

The undersigned hereby applies for an Annual Mobile Home Park License for the term beginning July 1, 2015 through June 30, 2016.

The applicant agrees to comply with and be bound by all the laws, ordinances, rules, regulations and penalties governing the Mobile Home Park for which this license is applied. His business name and address is:

W.I-Park

(Trade Name)

300 Hendricks St, Waterloo, WI 53594

(Address)

17

(Number of Parking Spaces)

A receipt is submitted herewith, showing the payment of the sum of \$2.00 for each space in the existing or proposed park, but not less than \$25.00 to the treasurer, in payment of this license.

Dated: April 2015

Signed: [Signature]

Parker Dow Manager
W.I-Park Management Inc

TO BE COMPLETED BY CLERK

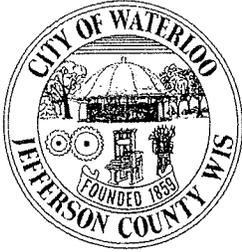
Date Paid: 5/8/15

Receipt Number: 31203

Date License Granted: _____

License Number Issued: _____

Date License Issued: _____



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MS

APPLICATION FOR ANNUAL MOBILE HOME PARK LICENSE

TO THE CLERK OF THE

CITY OF WATERLOO

COUNTY OF JEFFERSON

The undersigned hereby applies for an Annual Mobile Home Park License for the term beginning July 1, 2015 through June 30, 2016.

The applicant agrees to comply with and be bound by all the laws, ordinances, rules, regulations and penalties governing the Mobile Home Park for which this license is applied. His business name and address is:

Greeninghame Condominium (Trade Name)

300 Hendricks St Waterloo WI 53594 (Address)

70 (Number of Parking Spaces)

A receipt is submitted herewith, showing the payment of the sum of \$2.00 for each space in the existing or proposed park, but not less than \$25.00 to the treasurer, in payment of this license.

Dated: April 2015 Signed: *[Signature]*
Parker Dow Manager
Greeninghame Condominium LLC

TO BE COMPLETED BY CLERK

Date Paid: 5/8/15 Receipt Number: 31204

Date License Granted: _____

License Number Issued: _____ Date License Issued: _____

COUNCIL APPROVAL 07-02-2015 2015-2017 OPERATOR'S LICENSES

| LAST NAME | FIRST NAME | MI | HOUSE # | STREET NAME | CITY | VIOLATIONS | NEW/REN | LICENSE # | EMPLOYER |
|-----------|------------|----|---------|---------------|------------|--------------------------------------|---------|------------------|-----------|
| COOK | AMY | E | W8823 | BOBOLINK RD | REESEVILLE | | NEW | 075"OP"2015/2017 | KWIK TRIP |
| QUIMBY | SCOTT | A | 790 | LEXINGTON WAY | WATERLOO | | RENEW | 076"OP"2015/2017 | NONE |
| THOMAS | MELISSA | A | 235 | N MONROE ST | WATERLOO | 04-CRIM DAM TO PROP; 06-BAIL JUMP | RENEW | 077"OP"2015/2017 | NONE |



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LIBRARY BOARD

WATERLOO SCHOOL DISTRICT ADMINISTRATOR - 1 YEAR TERM
1 ALDERPERSON - 1 YEAR TERM
5 CITIZENS - STAGGERED 3 YEAR TERMS
APPOINTED IN APRIL BY MAYOR CONFIRMED BY COUNCIL

Lindsay Reynolds-----2015 - 2016
(Council Representative - One Year Term)
205 Jefferson Street
608-279-4264 kittymania8@gmail.com

Michael Strasser-----2013 - 2016
930 Herron Drive
478-3487 mstrass@uwhpwatertown.com

*Kristen
Kojern
250 W. Potomac St*

Deb Battenberg-----2014 - 2017
N1993 Yerges Road, Reeseville 53579
920-927-1897 dsbatty@tds.net

Art Biermeier-----2015 - 2018
132 E. Dickenson Street
478-2966 akb1015@charter.net

Ellen Sullivan-----2013 - 2016
526 Lincoln Street
478-1188 esulli55@charter.net

Lee Fiedorowicz-----2014 - 2017
322 Mill Street
920-253-7741 (cell #) fiedl@frontier.com

Waterloo Superintendent of Schools
Connie Schiestl
813 N. Monroe Street
478-3633 connie.schiestl@waterloo.k12.wi.us

Kelli Mountford, Library Director
850 Anna Court
478-3344 (Library) kmountford@mwfls.org

Approved 05/07/2015

PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES
June 4, 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, and Chief Sorenson
3. **Approval of Public Safety Committee Minutes of April 2, 2015. Motion by Alderperson Thomas to approve, second by Griffin, motion carried.**
4. **Citizen Input: (None)**
5. **Unfinished Business: (None)**
6. **New Business:**
 - a. **Urge public to walk on sidewalk instead of roadway. No action taken**
 - b. **Waterloo Utilities requesting no parking of vehicles on Lexington Way in front of substation for periodic maintenance and emergency repair work. Drafted ordinance to read. No parking of vehicles on East side of Lexington Way, South from its intersection with Derby Lane, 422 feet to 436 feet. Motion by Alderperson Thomas to approve no parking on Lexington Way pending assigned ordinance number, Second by Griffin, motion carried.**
7. **Future Agenda Items and announcements (None)**
8. **Adjourn : Motion to Adjourn by Alderperson Reynolds, Second by Griffin, motion carried.**

Attest: *Chief Dennis L. Sorenson*