



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, November 2, 2017 – 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 AND ROLL CALL
2. MEETING MINUTES APPROVAL: October 19, 2017
3. PUBLIC COMMENT
4. PUBLISHED NOTICE OF A PUBLIC HEARING
 - a. Public Hearing - Request From Rodney Abel For A Conditional Use Permit To Allow The Construction Of An Additional 12' X 16' (192 sq. ft.) Accessory Building At 540 Harrison Street – 11/28/2017 At 7 p.m.
5. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
 - a. Community Development Authority – Authorizing A Tax Incremental Finance District #2 Expenditure, Not To Exceed \$6,000, For A 2018 Downtown Street Market.
 - b. Street Market Manager Submittal Review Committee – Recommending Nichole Tuttle As Street Market Manager And Directing The Drafting Of Contract For Allocation Of Municipal Seed Money For A 2018 Waterloo Street Market Launch.
6. UNFINISHED BUSINESS
 - a. Resolution #2017-41 Awarding A Cleaning Contract For The Library; Municipal Building; the Mauneshia Business Center; and the Waterloo Regional Trailhead.
7. NEW BUSINESS
 - a. Resolution #2017-42 Waiving All 2018 Municipal Impact Fees And Building Fees, And Directing The Creation And Implementation Of Promotional Efforts In Support Of The Construction Of Waterloo Single Family Dwellings – Find Your Path Here, 2018
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.
 - a. 2018 Budget Public Hearing and Council Consideration – November 16, 2017, 7:00 pm
9. ADJOURNMENT

Mo Hansen

Mo Hansen
Clerk/Treasurer

Posted and Emailed: 10/30/2017

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.

Minutes Attached:

- Public Safety & Health Committee Minutes - October 5, 2017
- Plan Commission Meeting Minutes – July 25, 2017, August 22, 2017 and October 24, 2017
- Public Works & Property Committee – August 3, 2017 and August 29, 2017

CITY OF WATERLOO COMMON COUNCIL
MEETING MINUTES: October 19, 2017

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL. Council President Springer called the meeting to order at 7:00 p.m in the Mayor's absence. Alderpersons present: Ziaja, Quimby, Springer, Thomas, Stinnett and Petts. Absent: Griffin. Others present: Diane Graff, the Courier; Tammy Krueger, Watertown Daily Times; Police Chief Sorenson; WLOO videographers; and Clerk/Treasurer Hansen. The pledge of allegiance was recited.
2. MEETING MINUTES APPROVAL: October 5, 2017. MOTION: Moved by Thomas, seconded by Petts to approve the minutes as presented. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. CONSENT AGENDA ITEMS. MOTION: Moved by Thomas, seconded by Petts to approve the consent agenda items. VOICE VOTE: Motion carried.
 - a. Reports Of City Officials And Contract Service Providers
 - i. Parks Coordinator Haberkorn - September 2017
 - ii. Fire Chief Butzine - September 2017
 - iii. Building Inspector - Building, Plumbing, And Electrical Permits – September 2017
 - iv. Public Works Director Yerges - September 2017
 - v. Police Chief Sorenson - September 2017
 - vi. Library Director Mountford - September 2017
 - vii. Waterloo Water & Light Commission - October 3, 2017
 - viii. Watertown Humane Society - September 2017
 - b. Granting New Operator's Licenses For The License Period Beginning July 1, 2017 And Ending June 30, 2019 (1)
 - c. Resolution #2017-40 Annual Request - Exemption from County Library Tax
5. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
 - a. Finance, Insurance & Personnel Committee
 - i. Payroll, September 2017 - \$72,923.88. MOTION: Moved by Quimby, seconded by Thomas approve payroll in the stated amount. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Thomas, Stinnett and Petts. Noes: none, with Griffin absent. Motion carried.
 - ii. General Disbursements, September 2017 - \$406,592.72. MOTION: Moved by Quimby, seconded by Thomas approve disbursements as presented. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Thomas, Stinnett and Petts. Noes: none with Griffin absent. Motion carried.
 - iii. Treasurer's Report & Budget Reports, September 2017. MOTION: Moved by Quimby, seconded by Thomas to approve the reports. VOICE VOTE: Motion carried.
6. NEW BUSINESS
 - a. Resolution #2017-41 Awarding A Cleaning Contract For The Library; Municipal Building; the Maunsha Business Center; and the Waterloo Regional Trailhead. MOTION: Moved by Quimby, seconded by Thomas to table the resolution until the next meeting. VOICE VOTE: Motion carried.
 - b. Confirming The Mayoral Reappointment Of Larry Waldo To The Waterloo Water & Light Commission For A Term Expiring In 2022. MOTION: Moved by Thomas, seconded by Quimby to confirm the reappointment of Larry Waldo to the Waterloo Water & Light Commission. VOICE VOTE: Motion carried.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. 2018 Budget Public Hearing and Council Consideration – November 16, 2017, 7:00 pm. Noted.
 - b. Thomas announced Trick or Treat hours.
 - c. Stinnett said the Holiday Parade will be held November 4th at 4:30 pm. starting at the High School and ending at Firemen's Park.
8. ADJOURNMENT. MOTION: Moved by Thomas, seconded by multiple to adjourn. Motion carried. Approximate time: 7:05 p.m.

Mo Hansen

Attest:
Mo Hansen,
Clerk/Treasurer



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
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**NOTICE OF PUBLIC HEARING FOR CONDITIONAL USE PERMIT UNDER PROVISIONS
OF CHAPTER §385-10(B)(7) OF THE ZONING CODE OF THE CITY OF WATERLOO,
JEFFERSON COUNTY, WISCONSIN**

Please take notice that the Plan Commission of the City of Waterloo, Jefferson County, Wisconsin, acting under provisions of Chapter §385-10(B)(7) of the Zoning Code of the City of Waterloo, shall hold a public hearing on the matter of an application for a conditional use permit received from Rodney Abel, owner of the property located at 540 Harrison Street, Waterloo.

The applicant is requesting a conditional use permit to allow the construction of an additional 12' x 16' (192 sq. ft.) accessory building. A conditional use permit is required for an additional garage or accessory building in a residential district.

The property is described as follows:

Tax Parcel: #290-0813-0714-033

Legal Description: LOT 5, BLK 5, HOYT & SEEBER 1ST ADD. ALSO S1/2 VAC ALLEY IN 742 242, City of Waterloo, Jefferson County, Wisconsin

Also known as 540 Harrison Street.

Be further notified that the Plan Commission will hear all persons interested or their agents or attorneys concerning this conditional use permit application at a public hearing. The public hearing will be held at **7:00 p.m. on Tuesday, November 28, 2017 in the Council Chamber of the Municipal Building, 136 N. Monroe Street, Waterloo.**

Subsequent to the public hearing, the Plan Commission shall recommend approval, denial, or conditional approval of the conditional use permit to the Common Council. The City Council will act on the Plan Commission's recommendation at its regularly scheduled meeting on Thursday, December 7, 2017.

Morton J. Hansen
City Clerk/Treasurer

Pub: The Courier: November 2, 2017



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RESOLUTION #2017-41
Awarding A Facility Cleaning Contract For
The Library; Municipal Building; The Maunesha Business Center And The Waterloo Regional Trailhead

WHEREAS the Library Director, Parks Coordinator, Police Chief and Clerk/Treasurer have solicited public bid submittals twice with all three submittals rejected in the first round due to expense, and;

WHEREAS multiple bids were received as part of a second round of bidding on 10/16/2017, and;

WHEREAS the municipal staff listed above recommends awarding the contract to _____.

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Waterloo hereby concurs with the staff recommendation and agrees to enter into a contract with _____ based upon its bid submittal. It further directs the Clerk/Treasurer draft and execute contract for the cleaning services for which bids were public bids were received.

PASSED AND ADOPTED this ____ day of ____ 2017.

City of Waterloo

Signed: _____
Robert H. Thompson, Mayor

Attest:

Morton J. Hansen
Clerk/Treasurer

SPONSOR(S) – Library Director; Parks Coordinator; Police Chief and Clerk/Treasurer
FISCAL NOTE – An increase from 2017 rates.

Municipal Facility
RFP Submittal Summary
10/25/2017

Firm recommended by Clerk/
Treas.; Police Chief; Parks
Coordinator & Library Director

Bid #	Location(s)	Duties	Unit of Measure	Current Contract	Peachy Clean Commercial & Construction Cleaning	D & D Cleaning LLC	ZBM, Inc.
1	Library	All listed ****	per week	\$320.44	\$230.77	No bid	\$320.00
2	Police Dept.	Weekly	per week	\$125.00	\$155.77	\$150.00	\$250.00
3	Municipal Building (excluding Police Dept.)	Weekly ***	per week	\$125.00	\$69.23	\$50.00	\$50.00
4	Mauneshia Business Center	Weekly ****	per week *	\$11.25	\$57.69	\$50.00	\$20.00
5	Waterloo Regional Trailhead	Weekly ****	per week *	\$18.60	\$57.69	\$70.00	\$40.00
6	ALL	Dusting of Mini-blinds and Light Fixtures	hourly (billed when provided)	30 / hr	27.50 / hr	35 / hr	\$20.00
7	ALL	Window Cleaning	hourly (billed when provided)	30 / hr	27.50 / hr	40 / hr	bid upon request **
8	ALL	Carpet Cleaning	hourly (billed when provided)	60 / hr	30 / hr	60 / hr	bid upon request **
9	ALL	Wax & Buff Floor	hourly (billed when provided)	30 / hr	40 / hr	40 / hr	bid upon request **

* current service is for once a month
 ** ZBM does not charge an hourly rate for these services. Pricing is based upon sq. ft.
 *** 2018 contract call for service reduction from 4 days per week to 1
 **** 2018 contract service requirements different than 2017

Mo Hansen

From: Mo Hansen <cityhall@waterloowi.us>
Sent: Wednesday, October 25, 2017 7:43 AM
To: Waterloo Clerk/Treas Office
Cc: dpsorenson@waterloowi.us; Kelli Mountford; parks@waterloowi.us
Subject: Department Head recommendation to City Council on 2018 cleaning contract
Attachments: 2017-10-17FacilityClean-2PostBidTab.pdf

Mayor Thompson & City Council,

Working with the Library Director, Police Chief and Parks Coordinator – two rounds of public bid requests were sought and received for cleaning services for the Library, Municipal Building, Maunasha Business Center and Waterloo Regional Trailhead – (See [Proposal Request HERE](#)). We are recommending to the City Council that it award a 2018 facility cleaning contract to [PeachyClean Commercial & Construction Cleaning](#).

Attached is a submittal summary for the second round of submittals. Five firms submitted over the course of the two rounds. Round 1 submittals were rejected due to budgetary constraints. After the round 2 submittals were received we further requested Library-only submittal figures from vendors, two were reviewed.

D & D Cleaning LLC has provided facility cleaning services for multiple municipal buildings since 2003. The current contract expires on December 31, 2017.

This matter was tabled on October 19th and will be before the City Council on November 2, 2017.

Mo Hansen
Clerk/Treasurer
City of Waterloo
office: 920.478.3025
CityHall@Waterloowi.us

| [MUNICIPAL WEBPAGE](#) | [INFO ALERTS SIGN-UP](#) |





136 North Monroe Street, Waterloo, Wisconsin 53594-1198
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RESOLUTION #2017-42

**WAIVING ALL 2018 MUNICIPAL IMPACT FEES AND BUILDING FEES,
AND DIRECTING THE CREATION AND IMPLEMENTATION OF PROMOTIONAL EFFORTS IN
SUPPORT OF THE CONSTRUCTION OF WATERLOO SINGLE FAMILY DWELLINGS –
FIND YOUR PATH HERE, 2018**

Whereas, the City Council is similarly waiving fees for 2017, and:

Whereas, the Community Development Authority in prior years, carried out oversight for Waterloo promotional efforts, and:

Whereas, the construction of new single-family homes will complement new multi-family residential development -- current and future -- along with complementing the existing housing stock generally, and:

Whereas, incentivizing building in our community can be accomplished by lowering the overall cost of building within the City of Waterloo by waiving impact fees and all other municipal building fees.

Therefore Be It Resolved, by the Common Council of the City of Waterloo, Wisconsin, that it hereby waives all 2018 municipal impact fees and building fees and directs the creation and implementation of promotional efforts in support of the construction of single family dwellings hereby naming this initiative: **FIND YOUR PATH HERE 2018**. It further directs the Clerk/Treasurer to invite the participation of private sector entities to further incentivize and to further promote this initiative.

PASSED AND ADOPTED this 2nd day of November, 2017.

City of Waterloo

Signed: _____
Robert H. Thompson, Mayor

Attest:

Morton J. Hansen, Clerk/Treasurer

SPONSOR(S) – Alderperson Thomas

FISCAL EFFECT – 2018 loss of revenue could potentially range from \$0 to \$15,000, depending upon how many new home are, or are not, built. Charges for each new home are estimated at \$3,800 per new home. Each new home would generate an estimated \$17,500 in new municipal property tax revenue over a five year period.

PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES
October 5, 2017

1. **Call to Order:**
The Public Safety Committee meeting was called to order by Alderperson Griffin at 6:30PM
2. **Roll Call:**
Committee members present – Alderperson Griffin, Petts, Thomas, Chief Sorenson, and Citizen Scott Miner
3. **Approval of Public Safety Committee Minutes of September 7, 2017.** Motion to approve by Alderperson Petts, second by Griffin, motion carried.
4. **Public Comment:** (None)
5. **Unfinished Business:** (None)
6. **New Business:**
 - a. Trick or Treat Hours October 29, 2017 2PM-5PM Motion to approve by Petts, second by Griffin, motion carried.
 - b. Application For Special Event Or Entertainment License, Waterloo/Marshall Holiday Parade November 4, 2017. Motion to approve by Petts, second by Griffin, motion carried.
 - c. Scooters on Sidewalks, motion to table by Griffin, second by Petts, motion carried.
7. **Future Agenda Items and announcements:** (Scooters on sidewalks)
8. **Adjourn:** Motion to Adjourn by Petts, Second by Griffin, motion carried.

I attest: Chief Dennis P. Sorenson

WATERLOO PLAN COMMISSION – MINUTES

July 25, 2017

PUBLIC HEARING

1. CALL TO ORDER -- CONDITIONAL USE PERMIT – TERRY & KELLY KUHL - PROPERTY LOCATED AT 970 PORTLAND ROAD.
The Applicants, Terry & Kelly Kuhl, Owners Of The Property Located At 970 Portland Road, Are Requesting A Conditional Use Permit To Allow For Construction Of An Additional 30' X 40' (1,200 Sq. Ft.) Accessory Building In A R-1 Single Family Residential District. Commissioner Springer called the public hearing to order. Plan Commissioners attending: Leisses, Springer, Butzine and Lannoy. Absent: Crosby, Reynolds and Thompson. Others attending: Terry Kuhl, Maureen Giese, Richard Korth and Clerk/Treasurer Hansen.
2. DISCUSSION: No citizen addressed the Commission on the matter.
3. ADJOURN PUBLIC HEARING. Commissioner Springer closed the public hearing at 7:01 pm.

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL. Commissioner Springer called the meeting to order. Plan Commissioners attending: Leisses, Springer, Butzine, Lannoy and Reynolds. Absent: Crosby and Thompson. Others attending: Terry Kuhl, Maureen Giese, Richard Korth and Clerk/Treasurer Hansen.
2. APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES. MOTION: Moved by Lannoy, seconded by Butzine to approve the June 27, 2017 minutes as presented. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UNFINISHED BUSINESS
 - a. Uniform & Effective Enforcement Of The Building & Zoning Code: Policies To Achieve Desired Outcomes. DISCUSSION: Hansen presented a revised version of the June meeting memo. Hansen said Building Inspector Chris Butschke recommended creating a zoning permit, requiring those with zoning matters to seek a zoning permit. Hansen conveyed a conversation with the Police Chief noting that the process of issuing citations can be lengthy. Hansen said historically the police department tried to work with people rather than issue citations. Springer said citations can be issued and paid without compliance gained. Hansen gave an update on a raze process to for a Polk Street property. Maureen Giese raised the issue of her recurring complaint about weeds saying neighboring grasses are over 12 inches in height. She said the DPW Director was cooperative. She said the municipal actions were insufficient. Springer said the matter had been explained. Giese said citations should be issued. Korth read the noxious weeds notice. He sought action. Hansen referenced list of open complaints. He said enforcement was a question of devoting resources to the matter. Springer said issuing citations was not the answer, noting that some pay fines and continue not complying. Korth repeated a line of comments and questioning, Springer said the matter had been discussed, and he would call the police department to have Korth removed if he did not end his comments and questioning. No action taken.
5. NEW BUSINESS
 - a. Conditional Use Permit, Terry & Kelly Kuhl - Property Located At 970 Portland Road, To Allow For Construction Of An Additional 30' X 40' (1,200 Sq. Ft.) Accessory Building In A R-1 Single Family Residential District. DISCUSSION: Terry Kuhl said he had shifted the roof pitch to meet height restrictions and that the exterior would match the new home. MOTION: Moved by Leisses, seconded by Butzine to recommend to Council approval of the permit as requested. VOICE VOTE: Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Considering The Following Updates: Zoning Maps, Conditional Use Forms And Comprehensive Plan Map
7. ADJOURNMENT. MOTION: Moved by Butzine, seconded by multiple to adjourn. Approximate time: 7:28 pm.



Mo Hansen
Clerk/Treasurer

WATERLOO PLAN COMMISSION – MINUTES

August 22, 2017

PUBLIC HEARING

1. CALL TO ORDER -- CONDITIONAL USE PERMIT – JOHN & STACEY MEYER - PROPERTY LOCATED AT 550 EAST MADISON STREET.
The Applicants, John & Stacey Meyer, Owners Of The Property Located At 550 East Madison Street, Request A Conditional Use Permit To Allow For Construction Of An Additional 22' X 26' (572 Sq. Ft.) Accessory Building In A R-2 Single Family Residential District.

Commissioner Springer called the public hearing to order. Plan Commissioners attending: Leisses, Springer, Butzine, Lannoy and Reynolds. Absent: Crosby and Thompson. Others attending: Stacey Meyer, John Meyer, Maureen Giese, Richard Korth, Diane Graff and Clerk/Treasurer Hansen.
2. DISCUSSION: No citizen addressed the Commission on the matter.
3. ADJOURN PUBLIC HEARING. Commissioner Springer closed the public hearing at 7:01 pm.

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL. Commissioner Springer called the meeting to order at 7:02 pm. Plan Commissioners attending: Leisses, Springer, Butzine, Lannoy and Reynolds. Absent: Crosby and Thompson. Others attending: Stacey Meyer, John Meyer, Maureen Giese, Richard Korth, Diane Graff and Clerk/Treasurer Hansen.
2. APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES. MOTION: Moved by Reynolds, seconded by Butzine to table approval of previously unapproved meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.

MOTION: Moved by Butzine, seconded by Reynolds to move item 5a before item 4a on the agenda. VOICE VOTE: Motion carried. NOTE: The minutes retain the original sequence.
4. UNFINISHED BUSINESS
 - a. Uniform & Effective Enforcement Of The Building & Zoning Code: Policies To Achieve Desired Outcomes. DISCUSSION: Hansen outlined a memo describing action steps to achieve desired outcomes. Reynolds indicated the number of days allowed for compliance should be shortened. Giese said items should be prioritized. Giese commented about weeds. Leisses said Beaver Dam hires out work for non-compliance properties: weed removal, snow removal, blight removal and other items -- with the non-complying entity paying for the service. Richard Korth spoke about weed control. Raising fine amounts was raised by Lannoy. A code update was mentioned.
5. NEW BUSINESS
 - a. Conditional Use Permit, John & Stacey Meyer - Property Located At 550 East Madison Street, To Allow For Construction Of An Additional 22' X 26' (572 Sq. Ft.) Accessory Building In A R-2 Single Family Residential District. MOTION: Moved by Butzine, seconded by Reynolds to recommend Council approval of the permit provided the project meets the building code. VOICE VOTE: Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Considering The Following Updates: Zoning Maps, Conditional Use Forms And Comprehensive Plan Map
7. ADJOURNMENT. MOTION: Moved by Butzine, seconded by multiple to adjourn. Approximate time: 7:39 pm.



Mo Hansen
Clerk/Treasurer

WATERLOO PLAN COMMISSION – MINUTES
October 24, 2017

PUBLIC HEARING

1. CALL TO ORDER -- CONDITIONAL USE PERMIT – JEFFERSON COUNTY SHERIFF'S DEPARTMENT- PROPERTY LOCATED AT 733 HERRON COURT. The Applicant, Jefferson County, Owners Of The Property Located At 733 Herron Court, Is Requesting A Conditional Use Permit To Allow For Construction Of 60' Communications Radio Tower. Mayor Thompson called the public hearing to order at 7 pm. Plan Commissioners attending: Leisses, Crosby, Springer, Butzine, Lannoy and Reynolds. Absent: Springer. Others attending: Gary Pelletier, Wes Benisch, Eric Rhynes, Sheriff Paul Milbrath, unidentified woman and Clerk/Treasurer Hansen.
2. HEARING. Eric Rhynes 745 Herron Court said he was not against improved emergency response, but said the community had given incentives to recruit residents and now was making one of the nicer sections less appealing. He objected to tree removal. He spoke in favor of an anti-climbing mechanism and a wooden fence. He asked if the wattage would be increased or the service improved. Sheriff Milbrath described the project as replacement of a 25 year old wooden pole with dry rot with a metal tower of the same height. He said no service improvement was involved, and the building would not be modified. The concrete tower base was described as 7.5 ft. x 7.5 ft. Milbrath proposed a 3-sided chain linked fence. Written submittals were noted. Pelletier said Lake Mills work may improve service. Crosby visited the site saying he could barely see a house from the location. In response to the Lannoy, it was said a utility easement exists to the water facility next to the 2/10th of an acre site. Milbrath said the County will likely convey the parcel to the City. Thompson said residents hadn't objected to the existing wooden pole.
3. ADJOURN PUBLIC HEARING. The Mayor closed the public hearing at 7:14 pm.

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL. . Mayor Thompson called the regularly scheduled meeting to order at 7:15 pm. Plan Commissioners attending: Leisses, Crosby, Springer, Butzine, Lannoy and Reynolds. Absent: Springer. Others attending: Eric Rhynes, Sheriff Paul Milbrath, unidentified woman and Clerk/Treasurer Hansen.
2. APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES. MOTION: Moved by Lannoy, seconded by Butzine to approve the July 25th and August 22, 2017 meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UNFINISHED BUSINESS
 - a. Uniform & Effective Enforcement Of The Building & Zoning Code: Policies To Achieve Desired Outcomes. DISCUSSION: Hansen presented a memo update from the last meeting saying compliance days on the chart had been reduced and implementing the Beaver Dam model was included. He asked for Plan Commission backing to implement the action items. Hansen indicated that an ordinance change may be needed and that issuing citations for each day of violation can accomplish the task of citation amounts being ineffectively low. MOTION: Moved by Reynolds, seconded by Lannoy to direct municipal staff to implement the action steps from the memo to achieve the listed outcomes. ROLL CALL VOTE: Ayes: Leisses, Crosby, Butzine, Lannoy and Reynolds. Noes: none with Springer absent. Motion carried.
5. NEW BUSINESS
 - a. Conditional Use Permit, Jefferson County Sheriff's Department - Property Located At 733 Herron Court, To Allow For Construction Of A 60' Communications Radio Tower. DISCUSSION: It was noted that neighbors reported individuals attempting to climb on the existing structures. Lannoy said a climbing shield should be included with the tower installation. Crosby said once vegetation grows back sight lines to the tower building would be minimal. MOTION: Moved by Crosby, seconded by Lannoy to recommend to Council permit approval with the inclusion of a fence and a climbing shield. ROLL CALL VOTE: Ayes: Leisses, Crosby, Butzine, Lannoy and Reynolds. Noes: none with Springer absent. Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Considering The Following Updates: Zoning Maps, Conditional Use Forms And Comprehensive Plan Map
 - b. It was noted a quorum would be present for the November 28, 2017 meeting.

7. ADJOURNMENT. MOTION: Moved by Butzine, seconded by multiple to adjourn. Approximate time: 7:39 pm.



Mo Hansen
Clerk/Treasurer

CITY OF WATERLOO PUBLIC WORKS & PROPERTY COMMITTEE
MEETING MINUTES: August 3, 2017

1. CALL TO ORDER AND ROLL CALL. Committee Member Stinnett called the meeting to order at 6:30 p.m. Committee members present: Ziaja and Stinnett. Absent: Springer. Others attending: Public Works Director Chad Yerges; Utility Superintendent Barry Sorenson; Mayor Thompson; Parker Dow, and Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES: July 6, 2017. MOTION: Moved by Ziaja, seconded by Stinnett to approve the minutes as listed and presented. VOICE VOTE: Motion carried.
3. PUBLIC COMMENTS. None.
4. 2017 PROJECT SUMMARY UPDATE. Noted.
5. UNFINISHED BUSINESS
 - a. Wisconsin Department of Safety And Professional Services, Notice Of Violations And Orders, Waterloo Employees Entered Confined Space Without Training – Notice of Corrective Actions. Noted.
 - b. Road Maintenance Agreements With Adjacent Townships. No action taken.
6. NEW BUSINESS
 - a. Municipal Parking Lot Resurfacing Bid & Director Request To Substitute An Alternate Project. MOTION: Moved by Stinnett, seconded by Ziaja to recommend to Council the substitution request. VOICE VOTE: Motion carried.
 - b. Review Of 2018 Road/Utility Improvements -- Design & Preliminary Estimate, Mill Street & Cleveland Street. DISCUSSION: Hansen said Kunkel Engineering Group needed to begin survey work. Sidewalks were discussed. Parker Dow spoke against sidewalks and spoke in favor or reducing speed limits. Ziaja asked for a public hearing to get citizen input. No action taken.
 - c. Review Of 2018 Public Works Capital Budget Submittal Items. No action taken.
 - d. PASER Road Ratings. A Council presentation by Mitch Leisses this evening was noted. No action taken.]
 - e. A 2019-2023 Road & Utility Reconstruction/Repair/Maintenance Plan. No action taken.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Noting Plan Commission Discussion Of Uniform & Effective Enforcement Of The Building & Zoning Code: Policies To Achieve Desired Outcomes. Noted.
8. ADJOURNMENT. MOTION: Moved by Ziaja, seconded by Stinnett to adjourn. The time was approximately 6:50 pm. Motion carried.



Attest:
Mo Hansen
Clerk/Treasurer

CITY OF WATERLOO PUBLIC WORKS & PROPERTY COMMITTEE
PUBLIC HEARING: August 29, 2017

1. In the Committee Chair's absence, the Clerk/Treasurer called the public hearing to order at 6 pm at 211 Hendricks Street (DPW Facility). Committee members present: Ziaja. Absent: Springer & Stinnett. Others attending: Public Works Director Chad Yerges; City Engineer Mitch Leisses of Kunkel Engineering Group; DPW staffer Chris Hauptli; Carol & Dale Eilenfeldt; Elizabeth Schoob; Terry Kuhl; Angela Abel; Amanda Radloff; Parker Dow; Howard Baumann; Jerry Baumann; Leslie Weber; Michelle Soter; Leon Soter; Charley & Pam Kuhl; Rick & Connie Wolf; Dave Zastrow; Chris & Lee Fiedorowicz; Emma Stewart; Robert Scheel; Jennifer Josheff; Chris Josheff III; Ron Griffin and Clerk/Treasurer Hansen.

2. Public Comments On The Road Improvements/Cleveland & Mill Street. DISCUSSION: Mitch Leisses summarized the projects as a full reconstruct of Mill Street and Cleveland Street.
 - Leon Soter and a 2nd gentleman were adamant that sidewalks were not need nor welcomed for the project.
 - Multiple attendees called for a 15 mph speed limit for both streets.
 - Multiple questions were fielded about where curb & gutter were going to be placed.
 - Multiple asked for costs to residents relating to private sewer upgrades and/or sidewalk special assessments.
 - Mitch Leisses described the project as in the planning phase, and provided an overview of discussions to date.
 - It was noted that survey crews would be deployed and that access to basements to identify sanitary sewer grades at building entry point was necessary.
 - Shifting the roadway to address existing property encroachments and to aid in design were identified.
 - Lead water service information was provided.
 - The general timeline goal of project bid documents to contractors in the December/January time period was shared.

3. Adjourn Public Hearing at approximately 6:45 pm.

Mo Hansen

Mo Hansen
Clerk/Treasurer