



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

RESOLUTION #2014-27

2014-2016 FIREMEN'S PARK OPERATIONS AND MANAGEMENT AGREEMENT

WHEREAS, the City of Waterloo intends to provide park services at Firemen's Park in an efficient and effective manner, and;

WHEREAS, the Waterloo Fire Department Board of Trustees President, Chris Abell, has requested that an agreement carrying forward all the terms and conditions of the previous agreement be presented to the Common Council at this time;

BE IT RESOLVED, that the Common Council of the City of Waterloo, Wisconsin formally adopts the presented document titled 2014-2016 Firemen's Park Operations and Management Agreement for operations of Firemen's Park.

PASSED AND ADOPTED this 5th day of June 2014.

CITY OF WATERLOO

Signed: _____
Robert Thompson, Mayor

Attest:

Morton J. Hansen, Clerk/Treasurer

SPONSOR(S) – Firemen's Park Trustee President



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**2014-2016
FIREMEN'S PARK OPERATIONS AND MANAGEMENT AGREEMENT**

Pursuant to a resolution of the City Council of the City of Waterloo, Jefferson County, Wisconsin passed at a regular meeting of said board, held on the 5th day of June, 2014 this indenture is made in duplicate by and between the City of Waterloo, Jefferson County, Wisconsin, a municipal corporation, hereinafter referred to as "City", and the Waterloo Fire Department – Board of Trustees, a voluntary association, hereinafter referred to a "Trustees".

WITNESSETH: In consideration of the covenants and the conditions hereinafter mentioned, the City hereby gives and grants the operation and management of a certain tract of real estate situated in the said City of Waterloo, known as Firemen's Park, to the said Trustees for the period, commencing on the 1st day of January, 2014 and ending at midnight on the 31st day of December 2016. The said Trustees shall operate and manage the same for the benefit of the public.

Operation and management shall include, but is not limited to, authority over all grounds and buildings located within Firemen's Park, responsible for ensuring that daily maintenance is carried out, renting and scheduling of all facilities, ensuring that the property doesn't fall into a state of disrepair and if major repairs are need that they are reported to the City in a timely fashion.

The Trustees shall have and receive, for the use of improvements or maintenance of Firemen's Park, all revenues which are derived from the operation and management of said Firemen's Park during the term of this indenture, and in compliance with the covenants and conditions hereof.

The City shall appropriate sums as designated in the annually approved municipal budget for the use of the Trustees, which are to be used for park management, operations and capital expenditures.

Park operation and management costs shall include, but not limited to, such items as: salaries and wages, social security taxes, lawn mower gas and oil, lawn mower repairs, trailer, leaf blower, and mulching equipment repairs, repair of the equipment, supplies for lawn care, and paint and labor.

The Trustees shall, during the term of this indenture, present to and file with the City Clerk/Treasurer a monthly written report of their operation and management showing the gross receipts, and disbursements and balance on hand for the period covered by the report. The Trustees shall also present to the City Clerk/Treasurer and keep current a written set of park operation policies and procedures. The Trustees will bring the written set of park operation policies and procedures before the Council at the time of each renewal of this agreement for review by the Council.

IN WITNESS WHEREOF, the City of Waterloo has caused this agreement to be signed by Robert Thompson, its Mayor and Morton J. Hansen, its Clerk/Treasurer, and the Trustees of the Waterloo Fire Department. Trustees have caused this agreement to be signed by Chris Abell, its President, Craig Strobel, its Vice President and Karen Thompson, its Treasurer, at Waterloo, Wisconsin this 20th day of September 2012.

CITY OF WATERLOO

By: _____
Robert Thompson, Mayor

By: _____
Morton J. Hansen, Clerk/Treasurer

WATERLOO FIRE DEPARTMENT – BOARD OF TRUSTEES

By: _____
Chris Abell, President

By: _____
Craig Strobel, Vice President

By: _____
Karen Thompson, Treasurer

City Hall

From: Firemens Park [wfdpark@gmail.com]
Sent: Friday, May 30, 2014 5:01 PM
To: City Hall
Subject: Trustee Operating Agreement

Mo,

Please submit the current Trustee Operating Agreement to the Council for renewal with an expiration date of 12/31/16.

Also, Please email me a copy of the current agreement preferably in Word if you can.

Thanks,
Chris

ANNUAL MOBILE HOME PARK LICENSES

(2)

JULY 1, 2014 - JUNE 30, 2015

NAME OF APPLICANT
BUSINESS NAME
LOCATION OF PREMISE

Greeninghame Condominium
Parker W. Dow, Manager
300 Hendricks Street
70 parking spaces

Wil-Park
(South Court)
Parker W. Dow, Manager
300 Hendricks Street
17 parking spaces

TEMPORARY SIGN PERMIT

(1)

JULY 1, 2014 - JUNE 30, 2015

Temporary Ground Directional Sign
Robert & Sheryl Rehm
(Waterloo Antique Mall & Artisans Gallery)
412 Minnetonka Way
S.E. Corner of E. Madison Street and Jefferson Street



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Phone: (920) 478-3025
Fax: (920) 478-2021
E-mail: cityhall@waterloowi.us
Website: www.waterloowi.us

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, 2014 through June 30, 2015.

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 LLC

(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:

May 2014

Signed:

Parker W.D.W. Manager

Greeninghame Condominium LL

TO BE COMPLETED BY CLERK

Date Paid:

5/7/2014

Receipt Number:

30421

Date License Granted:

License Number Issued:

Date License Issued:



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The undersigned hereby applies for an Annual Mobile Home Park License for the term beginning July 1, 2014 through June 30, 2015.

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:

Wit-Park // Wit-Park Management Inc (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: May 2014 Signed: [Signature]
Parker W Dow manager Wit-Park Management Inc

 TO BE COMPLETED BY CLERK

Date Paid: 5/7/2014 Receipt Number: 30422

Date License Granted: _____

License Number Issued: _____ Date License Issued: _____



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 Phone: (920) 478-3025
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 Website: www.waterloowi.us

APPLICATION FOR TEMPORARY SIGN/BILLBOARD
 (Review and Action by City Plan Commission/Common Council)

Name and Address of Applicant: Sherry Rehm 412 Minnetonka Way
Waterloo, WI 53594

Location of Property on which Sign/Billboard is to be Located: 255 S. Jefferson St.
Waterloo, WI 53594

Owner of Property on which Sign/Billboard is to be Located: Jefferson St
Corner of E Madison Street
255 S. Jefferson St.
Waterloo, WI 53594 | City of Waterloo

Zoning District in which Sign/Billboard is to be Located: R-2

TYPE OF SIGN: Ground Wall Roof Window Special Event
 Advertising Business Industrial Shopping Center Banner
 Industrial Park Billboard Illuminated Non-Illuminated Memorial
 Bulletin Board Real Estate Warning Directional Other

Sign/Billboard Size: Length 24 Height 48 Square Feet 8 X 2
2 4

Submit Sign/Billboard Site Plan and the Following Information:

1. Construction materials and dimensions.
2. Distance from grade to bottom and top of graphic.
3. Distance of Sign/Billboard from public right-of-way.
4. Proposed Sign/Billboard location in relation to property lines.
5. Design calculations for 30# wind load (except flush mounted signs).

Double Sandwich Board
Sideeal
16 sq Ft

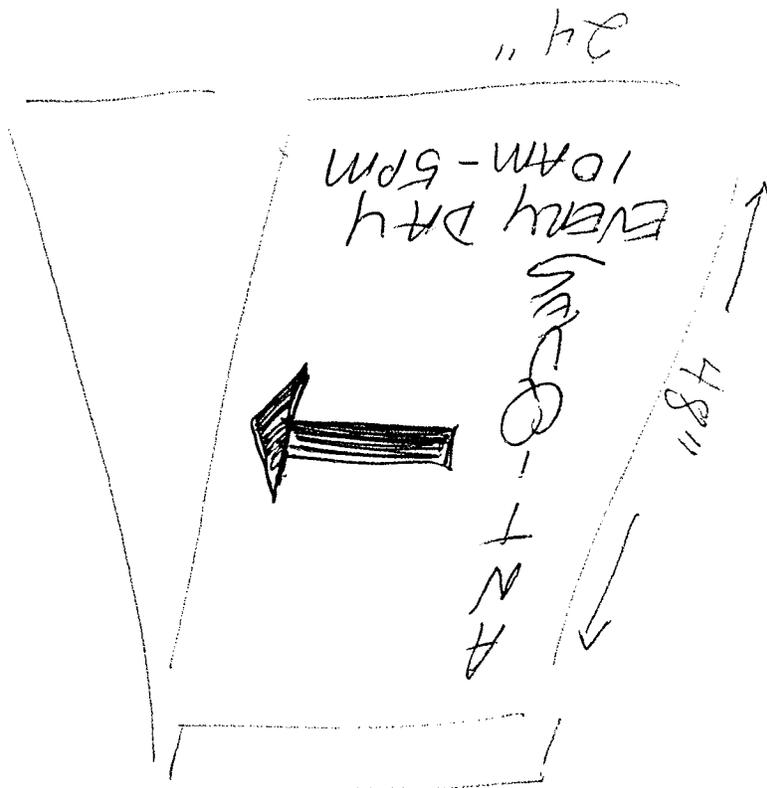
I hereby agree to locate, construct and maintain such Sign/Billboard in compliance with the applicable requirements of the Municipal Code of the City of Waterloo.

Date: 3/30/14
 Signature of Applicant: Sherry Rehm

Plan Commission Action _____	Fee Paid <u>10.00</u> - <u>6.00</u>
Council Action _____	Receipt # <u>30344</u> - <u>30346</u>
Permit # _____	
Date Issued _____	Date Paid <u>4/4/14</u> - <u>4/7/14</u>

Fee: 10 sq. ft. or smaller - \$10.00 minimum
 Each additional sq. ft. \$1.00 to a maximum of \$50.00 for a 50 sq. ft. sign or larger.

made of wood





136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021
cityhall@waterloowis.com

May to Oct
yearly

Temporary

APPLICATION FOR SIGN/BILLBOARD

(Review and Action by City Plan Commission/Common Council)

Name and Address of Applicant: Waterloo Farmers Market in the Park
Linda Whitley, 460 W Porter St,
Apt 3, Waterloo, WI 53594-1061

Location of Property on which Sign/Billboard is to be Located: 1 Corner of E Madison & N Monroe
2 Corner of E Madison & Hendricks 3 Corner of N Monroe & E Dickerson

Owner of Property on which Sign/Billboard is to be Located: 1 City of Waterloo
2 Bob Holzhueter (535 E Madison) 3 Ben Freund (508 N Monroe)

Zoning District in which Sign/Billboard is to be Located: 1 General Commercial C-1
2 R-2 Single Family
3 R-2 Single Family

TYPE OF SIGN: ___ Ground ___ Wall ___ Roof ___ Window X Special Event
___ Advertising ___ Business ___ Industrial ___ Shopping Center ___ Banner
___ Industrial Park ___ Billboard ___ Illuminated X Non-Illuminated ___ Memorial
___ Bulletin Board ___ Real Estate ___ Warning X Directional ___ Other

Sign/Billboard Size: Length 24" Height 18" Square Feet 396
396 double sided each
signs of 18 sq ft
Total: 18 sq ft

- Submit Sign/Billboard Site Plan and the Following Information:
1. Construction materials and dimensions.
 2. Distance from grade to bottom and top of graphic.
 3. Distance of Sign/Billboard from public right-of-way.
 4. Proposed Sign/Billboard location in relation to property lines.
 5. Design calculations for 30# wind load (except flush mounted signs).

I hereby agree to locate, construct and maintain such Sign/Billboard in compliance with the applicable requirements of the Municipal Code of the City of Waterloo.

Date: June 2, 2014 Linda Whitley
Signature of Applicant

=====
Plan Commission Action N/A Fee Paid \$18.00
Council Action 6/5/2014 Receipt # 30473
Permit # _____
Date Issued _____ Date Paid 6/2/2014

Fee: 10 sq. ft. or smaller - \$10.00 minimum
Each additional sq. ft. \$1.00 to a maximum of \$50.00 for a 50 sq. ft. sign or larger.



Waterloo

FARMER'S
Market

TODAY 3-7

Date: June 5, 2014

To: Common Council Members

From: Police Chief Denis P. Sorenson *Chief Denis P. Sorenson*

Subject: Class A and B Intoxicating Liquor and Beer License Applications

The following Class A and B Intoxicating Liquor and Beer License applications have been reviewed and are in compliance with the regulations, ordinances and laws of the City of Waterloo Municipal Code.

NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	Cigarette License
Kardenny's, LLC Karen Fredrick, Agent W8178 State Road 16/60, Lowell (The End Zone) 137 N. Monroe Street Main floor & basement	X	X			
Katie Creek, LLC Colin J. Gorder, Agent 679 Hawthorn Drive, Sun Prairie (Bridge Lounge) 134 E. Madison Street Main floor bar, basement	X	X			
Katherine Zweig, Individual 228 Bishop Circle, Waterloo (Chatty's Canopy Bar) 1212 Main Street Bar room, basement, kitchen	X	X			
Coaches Alley, LLC Laurie K. Gorder, Agent 204 Anna Street, Apt. 108, Waterloo (Coaches Alley, LLC) 151 N. Monroe Street Bar room & basement	X	X			

NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	Cigarette License
The MT Bar, LLC Tammy L. McIntosh, Agent 387 S. Jackson Street, Waterloo (The MT Bar) 120 E. Madison Street 1 st floor, basement & rear deck	X	X			
Ruthless, LLC Korby James Holzhueter, Agent 59 London Road, Cambridge (Madison Street Pub) 203 W. Madison Street All alcohol beverages and records stored at 203 W. Madison Street, first floor & basement	X	X			
Blinky's Bowl, Inc./DBA Stubby's Bowl Van Stenberg, Agent 1317 Oak Street, Waterloo (Stubby's Bowl) 127 E. Madison Street Up & down bars, walkin & half barrel coolers, office, booze room, office, and pinsetter room	X	X			
Waterloo Fire Department - Board of Trustees Chris J. Abell, Agent 208 Ruby Street, Reeseville (Waterloo Firemen's Park) 500 Park Avenue Event based restaurant exemption Pavilion (Main building)	X				
Waterloo Fire Department - Board of Trustees Chris J. Abell, Agent 680 Knowlton Street, Apt. F, Waterloo (Waterloo Firemen's Park) 500 Park Avenue All of Lot 77 including but not limited to the Pavilion, Round House, Bingo Hall, Reunion Hall (Beer Garden), Hamburger Stand, Youth League Concession Stand and Ball Diamonds		X			

-NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	Cigarette License
Veterans of Foreign Wars, Krause/Langer Post 6614 Paul Mattson, Agent 401 Anna Street, Waterloo (VFW Krause Langer Post 6614) Main floor sales and stored downstairs		X			
Manuel Ayala Lira, Individual 111 Flint Street, Sun Prairie (Ayala's Market) 112 E. Madison Street 1 st floor		X			
Kwik Trip, Inc. Judith A. Bunge, Agent 1323 Colonial Drive, Watertown (Kwik Trip #366) 115 Portland Road One story frame construction with storage in coolers & back room			X		X
Loeder Oil Co., Inc. Daniel Lee Loeder, Agent 4410 Buckley Ridge Cir., Cottage Grove (Loeder BP Waterloo) 300 W. Madison Street Single story wood structure, walk in cooler, storage areas, separate cashier area			X		X
Lannoy Foods, Inc. Michael Roger Lannoy, Agent W12126 Longview Circle, Waterloo (Piggly Wiggly) 810 N. Monroe Street 1 story brick-metal building w/2 nd story office mez.			X	X	X
JC Acquisition, LLC Ingegerd Silvis, Agent 829 E. Lake Forest Avenue, Whitefish Bay (Jim's Cheese, LLC) 410 Portland Road retail store, kitchen, store office, "Big" cooler			X	X	
TOTALS	8	10	4	2	3

Resolution #2014-28

PETITION FOR COUNTY HIGHWAY AID

The City of Waterloo, Jefferson County, Wisconsin, hereby petitions the Board of Supervisors of the County of Jefferson as follows:

1. That heretofore, to-wit, on the 5th day of December, 2013, at a lawful meeting of the governing body of said municipality a resolution was duly adapted to appropriate funds for the improvement of highways in said municipality at a cost estimated as follows:

Local municipality share \$2,000.00 (to be paid by June 30)

County of Jefferson share \$2,000.00 (to be applied to account in April)

Total improvement costs \$4,000.00

2. That the County of Jefferson share of the appropriation does not exceed the maximum of \$100.00 per mile of local roads in said municipality.

3. That said municipality is willing to abide by the rules set forth in Resolution No. 2005-02 adopted April 19, 2005, and to offer the Jefferson County Highway Department a right of first refusal for the work.

4. According to the resolution, City of Waterloo takes the position of (**must check one**):

Will participate in County Road Aid this year.

Does not wish to participate in County Road Aid this year.

WHEREFORE, said municipality requests that the Board of Supervisors of the County of Jefferson grant this petition for County highway aid in the sum of \$ \$2,000.00 in accordance with the provisions of s.83.14 and s. 83.03(1) of the Wisconsin Statutes and in accordance with the resolutions of said Board of Supervisors heretofore adopted.

Dated this 5th day of June, 2014.

City of Waterloo

NOTE: Petition and check for municipalities' portion of petition **MUST** be in our office by June 30



Jefferson County Highway Department
141 West Woolcock Street
Jefferson, WI 53549
920-674-7288 920-674-7446 fax

William T. Kern
Highway Commissioner

Highway Account Clerk
Alice Fischer

April 8, 2014

**Mo Hansen, City Clerk
City of Waterloo
136 North Monroe Street
Waterloo, WI 53594**



Dear Mo,

This letter is in regards to the County Road Aid Petition Money. This year it has been decided to handle the County Road Aid similar to last year. Like last year, we have decided that the municipalities should only send in their portion of the funds and that the Highway Department will match these funds in 2015. This means that in April of 2015, we will be applying our matching funds to your account so that the full amount can be used in 2015 for road construction projects.

We would appreciate having the enclosed petition form and your municipalities' portion of the petition monies returned to the County Highway Office by **June 30, 2014**. The petition is being mailed to you in duplicate. Please return the original to the Highway Office after your city meeting in order that the Highway Committee can report to the County Board of Supervisors. The duplicate is for your files.

The City of Waterloo has 17.90 miles of city streets, according to the mileage established by the Wisconsin Department of Transportation. Therefore, the municipalities' amount of the petition that is due by June 30, 2014 is \$2,000.00. The county share amounting to \$2,000.00 will be applied to the municipalities account in April of 2015.

Enclosed is a copy of County Road Aid Resolution No. 2005-02. On April 19, 2005, the County Board of Supervisors adopted Resolution No. 2005-02 establishing the procedure for County Road Aid to towns, villages and cities for road projects. The most notable change in County Road Aid is that the Jefferson County Highway Department has the right of first refusal on future road construction projects.

We again offer the cooperation and help of our Highway Department if you wish to consult us regarding proposed street work in the City of Waterloo. Please notify our office if you are going to do any construction, so that our staff may assist you in assessing your needs and making recommendations.

If there are any questions regarding this or other matters related to our department, please contact me or another member of our staff.

Sincerely,

JEFFERSON COUNTY HIGHWAY DEPARTMENT

**William T. Kern
Highway Commissioner**

NOTE: Petition and check for municipalities' portion of petition MUST be in our office by June 30. If there is a concern with the date please contact our office.

RESOLUTION NO. 2005-02

WHEREAS, Resolution No. 172, adopted March 11, 1969, establishes the procedure for county aid to towns, villages and cities for road projects, and

WHEREAS, Section 83.14, Wis. Stats., provides that the County is not obligated to aid town or village construction in excess of \$2,000 per year, and

WHEREAS, the County may provide discretionary aid under Section 83.03, Stats., in excess of \$2,000, and

WHEREAS, previous County Board policy is to provide aid to towns, villages and cities at the rate of \$100 per mile of roads within their respective municipalities, and

WHEREAS, it is desirable when discretionary aid is granted that the County Highway Department have the opportunity to perform the work,

NOW, THEREFORE, BE IT RESOLVED that filing a petition for county road aid in excess of \$2,000 in any year shall require the petitioning municipality to offer the work to the County Highway Department prior to entering into a contract with another party.

BE IT FURTHER RESOLVED that municipalities carrying over balances shall not be required to offer the Highway Department a right of first refusal for the work if said work is contracted for in 2006.

Fiscal Note: The 2005 budget contains \$92,874 for this program. Requiring municipalities to offer the work under this program to the County Highway Department may result in greater utilization of Highway Department forces and savings from greater economies of scale. It is not anticipated that this resolution will have a significant fiscal impact.

AYES ___ 26 ___

NOES ___ 1 ___ (Bockmann)

ABSENT ___ 3 ___

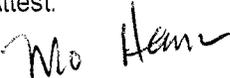
Requested by
Highway Committee

04-19-05

**CITY OF WATERLOO PLAN COMMISSION MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
September 24, 2013**

1. **Call To Order And Roll Call.** Mayor Thompson called the meeting to order at 7:00 p.m. following a public hearing. Members present: Crosby, Butzine and Reynolds with one vacancy. Absent - Leisses and Lannoy. Others present: Jami Forman and Clerk/Treasurer Hansen.
2. **Approval Of The Past Meeting Minutes And Public Hearing Minutes.** Moved by Crosby, seconded by Butzine to approve the cancelled meeting minutes of August 27, 2013 and public hearing and regular meeting minutes of July 30, 2013. **Voice vote:** Motion carried.
3. **Citizen Input.** None.
4. **New Business.**
 - a. **Approval For A Home Occupation In A Residential District – Jami J. Forman, Licensed Acupuncturist, 173 South Washington Street.** **Motion:** Moved by Reynolds, seconded by Crosby to approve the Home Occupation Permit for Jami Forman, 173 South Washington Street. **Roll Call Vote:** Ayes: Crosby, Butzine and Reynolds. Noes: none, with Lessis and Lannoy absent. **Motion carried.**
5. **Future Agenda Items And Announcements.**
 - a. **Timeline For Amending TID #2 and Creating TID #4 – Process Triggered By Community Development Authority Motion.** Mayor Thompson informed the Plan Commission members that the process is coming near to amending TID #3 and Creating TID #4.
6. **Adjournment.** **Motion:** Moved by Crosby, seconded by Butzine to adjourn. **Voice Vote:** Motion passed. Time: 7:25 p.m.

Attest:


Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO PLAN COMMISSION
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
PUBLIC HEARING MINUTES
CREATION OF TID #4 AND AMENDMENT OF TID #2
NOVEMBER 20, 2013**

1. CALL PUBLIC HEARING TO ORDER AND ROLL CALL. Mayor Thompson called the meeting to order at 7:00 p.m. Members present: Crosby, Butzine, Lannoy and Reynolds with one vacancy and Leisses absent. Others present: Dawn Gunderson, Ehlers, Inc., Maureen Giese and Clerk/Treasurer Hansen.

3. PUBLIC COMMENT PERIOD:

Dawn Gunderson, Ehlers Inc. explained the Proposed Project Plan, Boundaries and Creation of TID #4. Clerk/Treasurer Hansen and Mayor Thompson gave some input also. There were some questions and concerns raised to the process. Crosby explained it is a planning tool for the City to help encourage people to come to Waterloo and open businesses and to generate a tax base. There was no other discussion pertaining to TID #4.

Dawn Gunderson went on to explain the Proposed Amendment of Boundaries and Project Plan for TID #2. There were some questions were raised.

The complete meeting is in audio form at City Hall.

4. PUBLIC HEARING ADJOURNED. With no additional comments for or against coming from the floor, Bob Crosby concluded the public hearing at approximately 7:52 p.m.

Attest:



Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO PLAN COMMISSION MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
November 20, 2013**

1. **Call To Order And Roll Call.** Mayor Thompson called the meeting to order at approximately 7:53 p.m. following a public hearing. Members present: Leisses, Crosby, Butzine, Lannoy and Reynolds with one vacancy. Others present: Dawn Gunderson, Ehlers, Inc., Maureen Giese and Clerk/Treasurer Hansen.
2. **Approval Of The Past Meeting Minutes And Public Hearing Minutes.** Moved by Crosby, seconded by Butzine to table approval of any past meeting minutes. **Voice vote:** Motion carried.
3. **Citizen Input.** None.
4. **New Business.**
 - a. **Consideration of Plan Commission Resolution #2013-A "Resolution Designating Proposed Boundaries and Approving a Project Plan for Tax Incremental District No. 4, City of Waterloo, Wisconsin".** **Discussion:** Mayor Thompson asked if there was any opposition at the Joint Review Board Meeting which was held earlier in the day. Clerk/Treasurer Hansen mentioned that Connie Schiestl, Waterloo School Superintendent brought up some very good questions. Hansen also explained the reasoning for including the school property rather than extending north of Piggly Wiggly to include the medical clinic. Essentially, Connie Schiestl did not have any concerns. **Motion:** Moved by Crosby, seconded by Lessis to approve Resolution #2013-A, Resolution Designating Proposed Boundaries and Approving a Project Plan for Tax Incremental District No.4, City of Waterloo, Wisconsin as presented. **Roll Call Vote:** Ayes: Leisses, Crosby, Butzine and Reynolds. Noes: none, with Lannoy abstaining. **Motion carried.**
 - b. **Consideration of Plan Commission Resolution #2013-B "Resolution Designating Amended Boundaries and Approving a Project Plan for Tax Incremental District No. 2, City of Waterloo, Wisconsin".** **Motion:** Moved by Butzine, seconded by Lannoy to approve Resolution #2013-B, Resolution Designating Amended Boundaries and Approving a Project Plan for Tax Incremental District No.2, City of Waterloo, Wisconsin as presented. **Roll Call Vote:** Ayes: Leisses, Crosby, Butzine, Lannoy and Reynolds. Noes: none. **Motion carried.**
5. **Future Agenda Items And Announcements.** Mayor Thompson mentioned that there would not be much more discussion regarding the RR Donnelly plant. Thursday the proposed developer agreement will be discussed regarding the RR Donnelly office building. Clerk Treasurer Hansen said the parcels would require rezoning.
6. **Adjournment.** **Motion:** Moved by Butzine, seconded by Crosby to adjourn. **Voice Vote:** Motion passed. Time: 7:07 p.m.

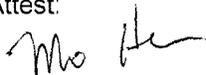
Attest:


Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO PLAN COMMISSION MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
March 25, 2014**

1. **Call To Order And Roll Call.** Vern Butzine called the meeting to order at approximately 7:00 p.m. Members present: Leisses (by phone), Butzine, Lannoy and Reynolds with one vacancy. Others present: Daren Edward Maron, Nancy Cook and Clerk/Treasurer Hansen.
2. **Approval Of The Past Meeting Minutes And Public Hearing Minutes.** Moved by Lannoy, seconded by Butzine to approve the February 25, 2014 public hearing minutes and to note that no meetings were held on June 25, 2013; October 22, 2013; December 13, 2013; January 28, 2014 and February 25, 2014. **Voice vote:** Motion carried.
3. **Citizen Input.** None.
4. **New Business**
 - a. **Conditional Use Permit - The Applicants, Eugene and Nancy Cook, Owners Of The Property Located At 1042 E. Madison Street, Is Requesting To Allow For The Construction Of An Additional 12' X 20' (240 Square Feet) Accessory Building.** **Motion:** Moved by Butzine, second by Lannoy to recommend to Council the granting of the conditional use permit as requested. **Voice vote:** Motion carried.
 - b. **Preliminary Design Review - Building Expansion, 104 W. Madison Street, Daren Edward Maron.** **Discussion:** Mr. Maron described his project and said that drawings would be completed by the next meeting. No action taken.
5. **Future Agenda Items And Announcements.** None.
6. **Adjournment.** **Motion:** Moved by Butzine, seconded by Reynolds to adjourn. **Voice Vote:** Motion passed. Time: 7:07 p.m.

Attest:



Mo Hansen
Clerk/Treasurer

**CITY OF WATERLOO PLAN COMMISSION
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
PUBLIC HEARING MINUTES
PROPOSED CONDITIONAL USE PERMIT FOR 801 W. MADISON STREET
April 22, 2014**

1. CALL PUBLIC HEARING TO ORDER AND ROLL CALL. Bob Crosby called the meeting to order at 7:00 p.m. Members present: Leisses Crosby, Butzine, and Reynolds with one vacancy. Others present: Daren Edward Maron, Ed & Rachel Cass, Marcus Gagnon, Mike Nordness and Clerk/Treasurer Hansen.

2. PUBLIC HEARING TOPIC: The applicant, Trek Bicycle, owner of the property located at 801 W. Madison Street, is requesting a conditional use permit to allow the use of a temporary office for one year.

The property is described as follows:

Tax Parcel: #290-0813-0724-001

Legal Description: Lot 1, CSM 4686-24-098, Jefferson County, Wisconsin

Street Address: 801 W. Madison Street

3. PUBLIC COMMENT PERIOD: Marcus Gagnon representing Trek stated that the structure would be for one year. No other person spoke in favor or against.

4. PUBLIC HEARING ADJOURNED. With no additional comments for or against coming from the floor, Bob Crosby concluded the public hearing at approximately 7:01 p.m.

Attest:



Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO PLAN COMMISSION
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
PUBLIC HEARING MINUTES
PROPOSED CONDITIONAL USE PERMIT FOR 680 MCKAY WAY
April 22, 2014**

1. CALL PUBLIC HEARING TO ORDER AND ROLL CALL. Bob Crosby called the meeting to order at 7:02 p.m. Members present: Leisses Crosby, Butzine, and Reynolds with one vacancy. Others present: Daren Edward Maron, Ed & Rachel Cass, Marcus Gagnon, Mike Nordness and Clerk/Treasurer Hansen.

2. PUBLIC HEARING TOPIC: The applicant, the City of Waterloo, lease holder of the property located at 680 McKay Way, is requesting a conditional use permit to allow the use of a northern most unimproved part of the apartment complex as a public park. The intent is to use the vacant land as a public park until December of 2015. The use is intended for event overflow from the adjacent Waterloo Regional Trailhead at 760 McKay Way.

The property is described as follows: Tax Parcel: #290-0813-0724-009

Legal Description: Northern most unimproved part of PCL 2, CSM 3626-16-259, Jefferson County, Wisconsin

Street Address: 680 McKay Way

3. PUBLIC COMMENT PERIOD: The Clerk/Treasurer reiterated the intent and stated that the lease would be in effect until December of 2014. No other person spoke if favor or against.

4. PUBLIC HEARING ADJOURNED. With no additional comments for or against coming from the floor, Bob Crosby concluded the public hearing at approximately 7:02 p.m.

Attest:



Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO PLAN COMMISSION MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
April 22, 2014**

1. **Call To Order And Roll Call.** Bob Crosby called the meeting to order at approximately 7:02 p.m. in the Mayor's absence. Members present: Leisses Crosby, Butzine, and Reynolds with one vacancy. Others present: Daren Edward Maron, Ed & Rachel Cass, Marcus Gagnon, Mike Nordness and Clerk/Treasurer Hansen.
2. **Approval Of The Past Meeting Minutes And Public Hearing Minutes.** Moved by Butzine, seconded by Reynolds to table approve of the meeting minutes until such time as they are available. **Voice vote:** Motion carried.
3. **Citizen Input.** None.
4. **New Business**
 - a. **Conditional Use Permit - The Applicant, Trek Bicycle Corp., Owner Of The Property Located At 801 W. Madison Street, Is Requesting A Conditional Use Permit To Allow The Use Of A Temporary Office For One Year.** **Motion:** Moved by Leisses, seconded by Butzine to recommend Council approval of the conditional use permit as requested. **Voice vote:** Motion carried.
 - b. **Conditional Use Permit - The Applicant, City of Waterloo, Proposed Lease Holder Of the Property Owned By Meadowbrook Apartment Homes, LLC, Located At 680 McKay Way, Is Requesting A Conditional Use Permit To Allow The Use Of The Northern Most Part Of The Apartment Complex As A Public Park. The Intent Is To Use The Vacant Land As A Public Park Until December Of 2015. The Use Is Intended For Event Overflow For The Adjacent Waterloo Regional Trailhead At 760 McKay Way.** **Motion:** Moved by Butzine, seconded by Reynolds to recommend Council approval of the conditional use permit as requested. **Voice vote:** Motion carried.
5. **Unfinished Business**
 - a. **Preliminary Design Review - Building Expansion, 104 W. Madison Street, Daren Edward Maron.** **Discussion:** Mr. Maron further described his plans submitting a drawing for review. Maron stated that no action would take place prior to finalizing the recording of deeds and resolving any ownership questions. Further detail from the engineer was requested. **Motion:** Moved by Leisses, seconded by Butzine to table consideration of the design review until the next meeting. **Voice vote:** Motion carried.
6. **Future Agenda Items And Announcements.** None.
7. **Adjournment.** **Motion:** Moved by Butzine, seconded by Reynolds to adjourn. **Voice Vote:** Motion passed. Time: 7:20 p.m.

Attest:

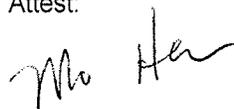


Mo Hansen
Clerk/Treasurer

CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
January 16, 2014

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending - Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFNISHED BUSINESS**
 - a. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams.** Clerk/Treasurer reported that Watertown has several programs for waste. Waterloo Utilities accepts e-waste at no charge and Advanced Disposal picks up for a charge. Reynolds asked that residents be notified that the utility accepts e-waste. Hansen mentioned that Watertown forwarded a video about waste that could be linked to the website for residents to view.
 - b. **Rock River Coalition – Local Chapter.** Ziaja reported that Susan Wade suggested a community gathering. February 4, 2014 has been scheduled for a meeting of all who want to be involved in the Rock River Coalition – Local Chapter. Ziaja will be contacting media. Goals and commitments will be discussed at the meeting.
 - c. **Neighborhood Project Ideas – Review and Comments On Community & Neighborhood Improvement Project Business Plan Including Mural Project.** Hansen thought having junior and senior class members take water samples of the river would be a good neighborhood project. Van Holten said that could be tied into the Rock River Coalition. Hansen also mentioned that walkways along the river have been suggested in the Donnelly project.
 - d. **Weiner & Kraut Festival Post-Event Review.** No information. Van Holten will remove from the agenda.
5. **NEW BUSINESS**
 - a. **Economic Development Planning Process - Overview.** Clerk/Treasurer Hansen updated the committee on the Economic Development Planning process. He informed the committee that the Community Development Authority and the Council underwent a prioritization process and he would like that information be funneled through the Community Development Committee. No objections
 - b. **A Partnership With University of Wisconsin – Milwaukee Master of Urban Planning Program.** Clerk/Treasurer Hansen updated the committee on the Master Urban Planning Program through the UW – Milwaukee. There were several members of the Chamber of Commerce who were very interested in the program. **Motion:** Moved by Ziaja, seconded by Reynolds to approve the Applied Planning Workshop for a Green and Healthy Waterloo. **Voice Vote:** Motion carried.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** Clerk/Treasurer asked if the time could be changed for this meeting to avoid overlapping of meetings. It was decided to hold the meetings at 6:00 p.m.
7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:52 p.m.

Attest:

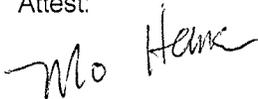


Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
February 20, 2014**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten and Reynolds. Absent – Ziaja. Others attending – Tom Fleming, UW-Milwaukee Student Team Member and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Reynolds, seconded by Van Holten to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFNISHED BUSINESS**
 - a. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams.** No new information.
 - b. **Rock River Coalition – Local Chapter, February 4th Meeting Update.** No new information. **Motion:** Moved by Van Holten, seconded by Reynolds to table. **Voice Vote:** Motion carried.
 - c. **Waterloo – UW-Milwaukee Applied Planning Workshop Partnership – Project Overview: Tom Fleming, Student Team Member.** Tom Fleming gave a project overview of the UW-Milwaukee Applied Planning Workshop Partnership. (A complete audio of the discussion is on file at City Hall). The committee had several questions of Tom Fleming and gave some ideas of what they would like to see in Waterloo.
 - d. **Economic Development Planning Process - Overview.** **Motion:** Moved by Van Holten, seconded by Reynolds to table. **Voice Vote:** Motion carried.
5. **NEW BUSINESS.** None
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** The next meeting will be at 5:45 p.m.
7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:58 p.m.

Attest:



Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
March 20, 2014**

1. **CALL TO ORDER & ROLL CALL.** Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Reynolds, seconded by Ziaja to approve the meeting minutes from July 18, 2013; August 15, 2013; September 19, 2013; October 17, 2013; November 21, 2013; and December 19, 2013. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFNISHED BUSINESS**
 - a. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams.** No action taken.
 - b. **Maunsha River Alliance – Meeting Update.** Ziaja provided an update. No action taken.
 - c. **Economic Development Planning Process - Overview.** Clerk/Treasurer Hansen reported that the Community Development Authority was in the process of a Prioritization Project. No action taken.
 - d. **Neighborhood Project Ideas.** No new information.
5. **NEW BUSINESS.** None
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** Van Holten told the committee members that he was very pleased to work with them.
7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:25 p.m.

Attest:



Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
ORGANIZATIONAL MEETING
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
April 16, 2014**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Reynolds called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Reynolds and Ziaja. Absent – none with one vacancy. Others attending – Clerk/Treasurer Hansen.
2. **CITIZEN INPUT.** None.
3. **NEW BUSINESS.**
 - a. **Consideration of Committee Policies, Procedures and Organizational Matters. Discussion:** The Committee took an inventory of actions to date and assembled of generalized list of items to focus on in the coming months. The Clerk/Treasurer assembled the items in outline form for future consideration.
4. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
5. **ADJOURN. Motion:** Moved by Ziaja, seconded by Reynolds to adjourn. Motion carried. Approximate time: 7:38 p.m.

Attest:

Morton Hansen
Clerk/Treasurer

COMMUNITY DEVELOPMENT COMMITTEE
PLANNING OUTLINE
April 16, 2014

1. DRAFT MISSION STATEMENT

2. COLLECTION OF 4/16/2014 IDEAS

BUSINESS CONNECTION

- » Next Gen Social Network
- » Waterloo Chamber of Commerce
- » Business Council (major employers)
- » Merchant Working Group
- » Coordination with local businesses

COMMUNITY CONNECTION

- » Education
 - Responsible pet ownership (partner with Watertown Humane Society)
 - Solid waste disposal
- » Establishing special recurring meeting designed to receive citizen input

PROJECT DEVELOPMENT

- » Maunasha River Clean-Up
- » Fostering Responsible Disposal of Chemicals and Hazardous Materials
- » Create a fund to allow low-income citizens to repair & maintain their house

INFORMATION DISTRIBUTION

- » Establishing a easily accessible community calendar or blog-like opportunity (tie-in school age children)
- » Promoting events

OTHER

- » Items from Errin Welty's reports
- » WEDC Capacity Building Grant
- » WEDC Connect Communities program

CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
April 17, 2014

1. **CALL TO ORDER & ROLL CALL.** Alderperson Reynolds called the meeting to order at 6:00 p.m. in the Police Training Room. Alderpersons present – Reynolds and Ziaja. Absent – none with one vacancy. Others attending – Ron Griffin and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFINISHED BUSINESS**
 - a. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams.** **Discussion:** Reynolds suggested that the item be struck from the agenda. **Motion:** By unanimous consent it was removed from the agenda.
 - b. **Maunsha River Alliance – Meeting Update.** **Discussion:** Ziaja reported that the information needed was distributed on time and the messages got out. More information is needed on Facebook and the Courier will be contacted with specifics. He will be seeking help to contact businesses for their contributions to the project. The event is May 17th starting at 9:00 a.m. and a rain date of June 7th. No action taken.
 - c. **Economic Development Planning Process - Overview.** **Discussion:** Clerk/Treasurer Hansen referenced the outline generated the previous night that was distributed this night in written form. A Capacity Building grant and the Connect Communities Program were highly recommended for getting money for economic development services that the community might want.
 - d. **Neighborhood Project Ideas.** **Discussion:** Reynolds suggested that the item be struck from the agenda. **Motion:** By unanimous consent it was removed from the agenda..
5. **NEW BUSINESS.**
 - a. **Adoption of Committee Policies and Procedures.** **Discussion:** Members discussed the April 16th organizational meeting outline. Hansen was asked to seek UW-Extension assistance from Steve Grabow for the next meeting.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
 - a. **ADJOURN.** **Motion:** Moved by Ziaja, seconded by Reynolds to adjourn. Motion carried. Approximate time: 6:38 p.m.

Attest:



Morton Hansen
Clerk/Treasurer



136 N. MONROE STREET, WATERLOO, WI 53594
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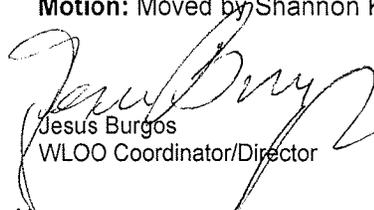
**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET**

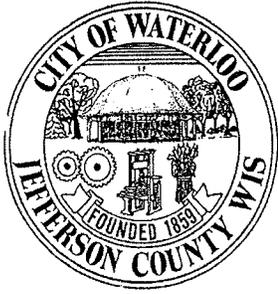
April 16, 2014

5:00 p.m.

CORRECTED 05-19-2014

1. **Call to Order and Roll Call** Steve Battenberg called the meeting to order at 5:00 p.m. CATV board members present: Bobbi Foutch-Reynolds, Dale Van Holten, Shannon Koele, CATV Director Jesus Burgos and Clerk/Treasurer Mo Hansen.
2. **Approval of Previously Unapproved Meeting Minutes**
Moved by Bobbi Foutch-Reynolds to approve the minutes from the past meeting, seconded by Shannon Koele.
Voice vote: Approved.
3. **Citizen Input**
Mark Hurley from Hurley Computers, LLC requested copies of RFP's from vendors interested in the municipal website update in order to make sure they meet all requirements. The board granted his request. Mo Hansen mentioned that he would make the link available to Mr. Hurley so that he may have access to all bids.
4. **Director's Report**
Jesus Burgos reported on the new programming arrivals. Only two new programs have arrived. Jesus mentioned that it was a slow process since they are distributing throughout the US. Included in the Director's report was the change in station channels. Information is on slide on both channels and in the Courier newspaper. Jesus also touched on the status of the promotional exchange with the Courier.
5. **Unfinished Business**
 - a. Mo Hansen presented to the board copies of vendor's bids for Municipal website upgrade. The Board decided that they needed more time to study the bid offers and would make a decision at the next board meeting.
 - b. The board followed up on the discussion of obtaining the warming house as the new station facilities. Brian Koele and Jim Reynolds checked out the facilities and came to the conclusion that the building needed a new roof, insulation, doors needed to be replaced and the building also had security issues. Jesus felt that it was getting too high on pricing and that we should see if some other facilities would become available. The board decided not to follow up on the purchase of the warming house.
 - c. Mo Hansen brought to the board's attention the need to create a new position for CATV at \$10.00 per hour in order to fill the need for a video technician. Steve Battenberg asked for a vote to approve the new position. Moved by Dale Van Holten to approve the new position, seconded by Bobbi Foutch-Reynolds.
Voice vote: approved.
6. **New Business**
Recommendations for Mayoral new board member was mentioned.
7. **Adjournment**
Motion: Moved by Shannon Koele, seconded by Dale Van-Holten to adjourn. **Voice vote:** Motion carried.


Jesus Burgos
WLOO Coordinator/Director



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**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
May 14, 2014
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: Bobbi Foutch-Reynolds, Shannon Koele, CATV Director Jesus Burgos and Mo Hansen Clerk/Treasurer.

2. Approval of Previously Unapproved Meeting Minutes

Moved by Bobbi Foutch-Reynolds to approve the minutes from the past meeting, seconded by Shannon Koele with the understanding of changes to be added. In section 5b the last names of Brian Koele and Jim Reynolds and in section 5c the need to create a new video technician position. **Voice vote:** Motion carried.

3. Citizen Input

None.

4. Director's Report

Jesus Burgos reported on the positive experience he obtained from the WCM spring conference and ideas that they had to offer the CATV stations for future use. The creation of a new local interview show was going to begin airing next month with the collaboration of the Courier newspaper reporters. Our first guest would be Mayor Bob Thompson. Diane Graff was put in charge of the advertising exchange between CATV and the Courier newspaper. He also touched on the installation of edit system number one. Edit system number two was going to be upgraded and the purchase of a laptop was in the works.

5. Unfinished Business

CATV Board members followed up on the packets of information received by six bids for the website upgrade. **Motion:** Moved by Bobbi Foutch-Reynolds, seconded by Shannon Koele that we invite Gov Office, Green Leaf and Civic Plus to come in to talk to us further about the website. **Voice vote:** Motion carried.

During the meeting it was agreed to meet on May 28, 2014 to discuss possible questions for vendors and the meeting with vendors would be on June 11, 2014.

6. New Business

A name for the new CATV interview show was discussed. Board members agreed on sending ideas by email.

7. Adjournment

Motion: Moved by Bobbi Foutch-Reynolds, seconded by Shannon Koele to adjourn. **Voice vote:** Motion carried.


Jesus Burgos
WLOO Coordinator/Director

Karl Junginger Memorial Library
Board of Trustees Meeting
May 20, 2014
5:15pm
Conference Room

- I. Call to Order 5:17
Present: Kelli Mountford, Connie Schiestl, Art Biermeier, Deb Battenberg, Mike Strasser, Ellen Sullivan, Lindsay Reynolds, Heather Kent, Amanda Brueckner

- II. Approval of agenda
Schiestl moved to approve the agenda; Sullivan seconded. Motion unanimously.

- III. Reading and Approval of open minutes from April 22, 2014
Strasser moved to approve the agenda; Sullivan seconded. Motion passed unanimously.

- IV. Correspondence, Appearance, Public Comments
none

- V. Director's Report
Heather Kent, a new part time employee, was introduced to the board.

The name for the new library consortium is TRIO. Kelli Mountford volunteered to be on the governance committee for TRIO. She will also be on the Overdrive help task force so that she can help other libraries with support.

The go live date for TRIO is November 20. The system will be down around then.

Maureen Adams met with Mountford to report that the School Grant not awarded. Competition was high.

Mountford is still waiting on roof estimates.

The computer problem was solved...anti-virus software was the problem. The new phone service is installed.

Brueckner reported on the summer program, which is a science theme. She is hoping to get more high school students involved, and will need high school volunteers.

- VI. Unfinished Business
 - A. Mary Weigand stopped by to check on computer stations – *Informational*
Mary was wondering if anything was changed on computers. Mountford let her know our plans for change in computer workstations.

- VII. New Business
 - A. Review of Library policy 401. Selection of Materials – *Action*
Changes in the policy were discussed since the library is expecting more WISCAT/interlibrary loans with the breakup of the consortium.

Schiestl moved to include the following under Library Policy 401, Section D:

Because of limited budget and space, the library cannot provide all materials that are requested. Therefore, interlibrary loan is used to obtain from other libraries those materials that are beyond the scope of this library's collection.

Schiestl further moved to add the following new paragraph as Letter J of Section 401:

In return for utilizing interlibrary loan to satisfy the needs of our patrons, the KJM Library agrees to lend its materials to other libraries through the same interlibrary loan network, and to make an effort to have its current holdings listed in a tool that is accessible by other libraries throughout the state.

The exceptions are digital materials, which are provided through a statewide buying pool, to which KJML contributes funds. These materials include audio, video, and electronic books, and are selected for Overdrive throughout the Wisconsin Public Library Consortium. KJML has no direct control over this selection, other than to recommend titles for license. Selection Committee and WPLC Collection Development Policy can be found here: <http://www.wplc.info/committees/selection-committee>.

Strasser seconded. Motion passed unanimously.

- VIII. Date, place, and time of next meeting
The next meeting will be June 17 at 5:15 in the Conference Room.

Adjournment

Schiestl moved to adjourn the meeting at 6:02PM. Biermeier seconded. Motion passed unanimously.