

136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone: (920) 478-3025
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E-Mail: cityhall@waterloowi.us
Website: www.waterloowi.us

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
THURSDAY, OCTOBER 2, 2014
7:00 p.m.

1. **Call to Order and Roll Call**
2. **Approval of Meeting Minutes**
September 18, 2014
3. **Citizen Input**
4. **Communications to Council**
 - a. Mayoral Proclamation – Designate the Week of October 5 – 11, 2014 as Fire Prevention Week
 - b. Notice of Published Notices: Voting by Absentee Ballot for November 4, 2014 General Election
5. **Consent Agenda Items**
 - a. Approval to grant operator's license for the license period ending June 30, 2015
 - i. Theodore J. Stenberg, 1317 Oak Street, Waterloo
6. **Committees, Commissions & Boards – Recommendations and Reports**
 - a. Public Safety & Health Committee:
 - i. John Svanda, Race Director, Battle of Waterloo CX
Temporary Street Closure Request, Hendricks Street through Firemen's Park on
Sunday, November 2, 2014
 - ii. Trick or Treat Hours
 - b. Plan Commission:
 - i. DGI – Waterloo, LLC (Dollar General), 200 Anna Street
Sign Permits (2) - Wall Sign – 3'9"x26' and Ground Sign – 6'x16'1"
7. **New Business**
 - a. Resolution #2014-41, Appointment of Election Officials
8. **Future Agenda Items and Announcements**
9. **Adjournment**

Lois A.M. Baird

Lois A.M. Baird
Interim Clerk/Treasurer

Posted and Emailed: September 30, 2014

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Minutes of Municipal Committees, Commissions and Boards Attached

- Community Development Authority – July 15, 2014, August 19, 2014
- Community Development Committee – August 21, 2014
- Finance, Insurance & Personnel Committee – June 19, 2014, August 7, 2014, August 21, 2014, September 4, 2014
- Karl Junginger Memorial Library Board of Trustees – August 19, 2014
- Plan Commission & Public Hearings – June 30, 2014
- Public Works & Property Committee – September 4, 2014
- Waterloo Fire Department Board of Trustees Treasurer's Report – August, 2014

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

**CITY OF WATERLOO COUNCIL MINUTES
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
THURSDAY, SEPTEMBER 18, 2014**

1. **CALL TO ORDER AND ROLL CALL.** Mayor Thompson called the meeting to order at 7:00 p.m. Alderpersons present – Ziaja, Springer, Quimby, Griffin, Thomas, Stinnett and Reynolds. Absent – none. Others present – Police Chief Sorenson, Diane Graff of the Courier, Tammy Krueger of the Daily Times, a videographer, and Interim Clerk/Treasurer Baird.
2. **APPROVAL OF MEETING MINUTES: September 4, 2014. Motion:** Moved by Ziaja, seconded by Stinnett to approve the meeting minutes as presented. Voice vote: Motion carried.
3. **CITIZEN INPUT.** None.
4. **COMMUNICATIONS TO THE COUNCIL**
 - a. **Notice of Public Hearing – Public Service Commission of Wisconsin – September 24, 2014 in Madison, and October 8, 2014 in Milwaukee.** Noted
 - b. **Firemen’s Park Operations Agreement, from Waterloo Fire Department – Board of Trustees -** Noted
 - c. **Notice of Waterloo Fire Department Grant Award from Wisconsin Department of Health Services.** Noted
5. **CONSENT AGENDA ITEMS. Motion:** Moved by Thomas, seconded by Stinnett to approve all consent agenda items as listed below. **Voice vote:** Motion carried.
 - a. **Reports of City Officials & Contract Service Providers**
 - i. **Waterloo Active Fire Department for August 2014 – no report**
 - ii. **Building Inspector - Building, Plumbing, And Electrical Permits for August 2014**
 - iii. **Public Works Director Gary Yerges for August 2014**
 - iv. **Police Chief Denis Sorenson for August 2014**
 - v. **Library Director Kelli Mountford for August 2014**
 - vi. **Waterloo Water & Light Commission – September 2, 2014**
 - vii. **Watertown Humane Society for August 2014**
 - b. **Approval To Grant Operator’s License for a Period Ending June 30, 2015**
 - i. **Brittany L. Grunewald, 469 E. Madison Street, Waterloo**
6. **COMMITTEES, COMMISSIONS & BOARDS – RECOMMENDATIONS AND REPORTS**
 - a. **Finance, Insurance & Personnel Committee: Reports of the Clerk/Treasurer**
 - i. **Payroll For August - \$57,995.02. Motion:** Moved by Springer, seconded by Quimby to approve the payroll in the amount of \$57,995.02. Roll call vote: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Reynolds. Noes: none. Motion carried.
 - ii. **Pay Vouchers – August 22, 2014 through September 18, 2014. Motion:** Moved by Springer, seconded by Quimby to approve the pay vouchers from August 22, 2014 through September 18, 2014 in the amount of \$1,187,813.32. Roll call vote: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Reynolds. Noes: none. Motion carried.
 - iii. **Treasurer’s Report & Budget Reports for August, 2014. Motion:** Moved by Springer, seconded by Quimby to table the Treasurer’s Report & Budget Report for August 2014. Voice Vote. Motion carried.
 - iv. **Resolution #2014-40 Building Inspection Service Fee Increase. Motion:** Moved by Springer, seconded by Quimby to approve Resolution #2014-40, building inspection service fees increase effective September 19, 2014. Roll call vote: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Reynolds. Noes: none. Motion carried.
 - b. **Public Safety & Health Committee**
 - i. **Ordinance #2014-09 An Ordinance Amending Section §278-2 of the Municipal Code Relating to Bow Hunting and the Possession and Use of Dangerous Weapons. Motion:** Moved by Reynolds, seconded by Thomas to adopt Ordinance #2014-09, amending section §278-2 Bow Hunting and Possession and Use of Dangerous Weapons. Voice Vote. Motion carried.

7. NEW BUSINESS

- b. Council Confirmation of Heather Joas to the Plan Commission Filling an Unexpired Term Ending in 2016. Motion:** Moved by Reynolds, seconded by Stinnett to confirm the Mayor's appointment of Joas to the Plan Commission. Voice vote: Motion carried. (Note: Joas does not reside in the City of Waterloo so she could not accept the Mayor's appointment)
- c. Approval of a 2015-2017 Labor Agreement with the Waterloo Professional Police Association WPPA/LEER [The Council may convene to closed session. The statutory exception for the closed session is Wis. Statute 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons requires a closed session." Upon conclusion of the closed session the Council will reconvene in open session.] Motion:** Moved by Springer, seconded by Quimby to adjourn to closed session. Voice vote: Motion carried.

OPEN SESSION

Motion: Moved by Springer, seconded by Quimby to approve the tentative labor agreement with the Waterloo Professional Police Association and the City for 2015-2017 as presented. Roll call vote: Ayes: Ziaja, Quimby, Springer, Griffin, Stinnett and Reynolds. Noes: Thomas. Motion carried.

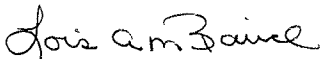
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

The Council was reminded that the Council meeting on October 16, 2014 was cancelled to attend the Wisconsin League of Municipalities conference.

Two vacancies exist on the Parks Commission, contact City Hall if interested.

- 9. ADJOURNMENT. Motion:** Moved by Springer, seconded by Quimby to adjourn. Voice vote: Motion carried. Time was approximately 7:30 pm.

Attest:



Lois A.M. Baird
Interim Clerk/Treasurer

**City of Waterloo, Wisconsin
Proclamation**

WHEREAS, the city of Waterloo, WI is committed to ensuring the safety and security of all those living in and visiting Waterloo; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed more than 2,700 people in the United States in 2013, according to the National Fire Protection Association (NFPA), and fire departments in the United States responded to 369,500 home fires; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, three out of five home fire deaths result from fires in properties without working smoke alarms; and

WHEREAS, in one-fifth of all homes with smoke alarms, none were working; and

WHEREAS, when smoke alarms should have operated but did not do so it was usually because batteries were missing, disconnected, or dead; and

WHEREAS, Waterloo's residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and

WHEREAS, Waterloo's residents should install smoke alarms and alert devices that meet the needs of people who are deaf or hard of hearing; and

WHEREAS, Waterloo's residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, Waterloo's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Waterloo's residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2014 Fire Prevention Week theme, "Working Smoke Alarms Save Lives: Test Yours Every Month!" effectively serves to remind us that we need working smoke alarms to give us the time to get out safely.

THEREFORE, I, Jeni Quimby, Council President of the Common Council of Waterloo do hereby proclaim October 5-11, 2014, as Fire Prevention Week throughout this city, and I urge all the people of Waterloo to test their smoke alarms at least every month by pushing the test button, and to support the many public safety activities such as

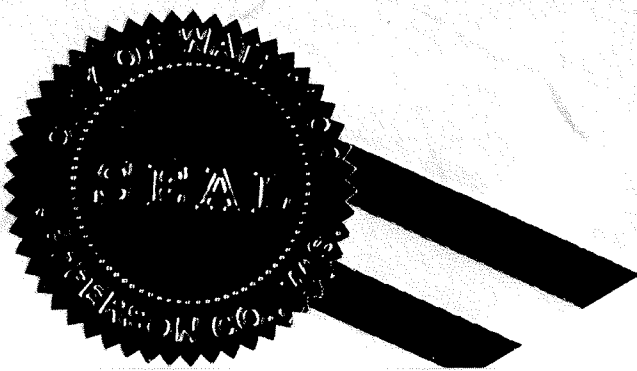
**Fire Prevention Week OPEN HOUSE
October 11, 2014 from 12:00 noon to 4:00 p.m. at the Fire Station**

and efforts of Waterloo's fire and emergency services during Fire Prevention Week 2014.

In witness whereof I have hereunto set my hand and caused this seal to be affixed.

Council President Jeni Quimby

Date: October 2, 2014



**OFFICIAL NOTICE
VOTING BY ABSENTEE BALLOT
FOR NOVEMBER 4, 2014
FALL 2014 GENERAL ELECTION**

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

Any qualified elector who is unable or unwilling to appear at the polling place on Election Day may request to vote an absentee ballot. A qualified elector is any U.S. citizen, who will be 18 years of age or older on Election Day, who has resided in the ward or municipality where he or she wishes to vote for at least 28 consecutive days before the election. The elector must also be registered in order to receive an absentee ballot. Proof of identification must be provided before an absentee ballot may be issued.

You must make a request for an absentee ballot in writing.

Contact your municipal clerk and request that an application for an absentee ballot be sent to you for primary or election or both. You may also submit a written request in the form of a letter. Your written request must list your voting address within the municipality where you wish to vote, the address where the absentee ballot should be sent, if different, and your signature. You may make application for an absentee ballot by mail or in person.

Making application to receive an absentee ballot by mail

**The deadline for making application to receive an absentee by mail is:
5 pm on the fifth day before the election, THURSDAY, OCTOBER 30, 2014**

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

Voting an absentee ballot in person

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

**The first day to vote an absentee ballot in the clerk's office is:
MONDAY, OCTOBER 20, 2014**

**The last day to vote an absentee ballot in the clerk's office:
FRIDAY, OCTOBER 31, 2014 5:00 P.M.**

No in-person absentee voting may occur on a weekend or legal holiday.

Village of Marshall - Michelle Murphy, Clerk
130 S. Pardee St., Box 45
Marshall, WI. 53559-0045
Phone # (608) 655-4017 ext. 214
Mon-Thurs: 8:00 a.m. - 4:30 p.m.; Fri: 8:00 a.m.-1:00 p.m.
Friday, October 31, 2014 8:00 a.m. – 5:00 p.m.

Town of Medina - Jean Johnson, Clerk
50 E. Waterloo Road
Waterloo, WI. 53594
Phone # (920) 478-2615
Available by Appointment, Mon-Fri: 8:00 a.m. – 5:00 p.m.

Town of Portland - Nancy Thompson, Clerk
N120 Hickory Lane
Waterloo, WI. 53594
Phone # (920) 478-3724
Available by Appointment, Mon-Fri: 8:00 a.m. – 5:00 p.m.

City of Waterloo – Lois Baird, Interim Clerk/Treasurer
136 North Monroe Street
Waterloo, WI. 53594
Phone #(920) 478-3025
Mon-Fri: 8:00 a.m. - 4:30 p.m.
Friday, October 31, 2014 8:00 a.m. – 5:00 p.m.

Town of Waterloo - Cindy Schroeder, Clerk
N7874 Hwy 89
Waterloo, WI. 53594
Phone #(920) 648-3230
Available by Appointment, Mon-Fri: 8:00 a.m. – 5:00 p.m.

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

The municipal clerk will deliver voted ballots returned on or before Election Day to the proper polling place or counting location before the polls close on NOVEMBER 4, 2014. Any ballots received after the polls close will be counted by the board of canvassers if postmarked by Election Day and received no later than 4:00 p.m. on the Friday following the election.

(Note: The Type E Notice is published by the municipal clerk on the 4th* Tuesday before each primary and each election held in the municipality. If a weekly paper is used for publication, the notice is published in the closest preceding issue to the 4th* Tuesday before each primary and each election. If a municipality chooses to post this notice in lieu of publication, the notice must be posted no later than the 4th* Tuesday before the primary or the election.)

* The Type E Notice for a special primary or election for national state, county or municipal or special district office, not held concurrently with the spring or general election, is published on the 3rd Tuesday preceding the primary or election. Wis. Stat. §§ 10.01(2)(e), 10.06(3)(f).

PART B APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

I, the undersigned, do hereby make application to the local governing body of the City of Waterloo, for a license to serve Fermented Malt Beverages and Intoxicating Liquor from the date hereof until June 30, 2015, unless revoked or suspended sooner, subject to the limitations imposed by §125.32 (2) and §125.68 (2) of the Wisconsin State Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license is granted to me.

ANSWER ALL QUESTIONS COMPLETELY. PLEASE PRINT CLEARLY USING BLACK INK. Use the reverse side of paper if you cannot answer any question in the space provided.

Applicant Information

Last Name <u>Stenberg</u>		First Name <u>Theodore</u>	Middle Name <u>John</u>	Maiden Name
Address of Residence <u>1317 Oakst</u>			Best Contact Phone Number <u>920 988 6012</u>	
City <u>Waterloo</u>	State <u>WI</u>	Zip Code <u>53594</u>	Place of Birth <u>Columbus</u>	
How long have you lived in Wisconsin? <u>30 yrs</u>	City and State of Former Residency (if applicable)		Date of Birth <u>3-23-84</u>	
Previous Address			Sex: <u>Male</u>	Race: <u>W</u>
Driver's License Number <u>S357-8108-4103-03</u>		State of Issuance <u>WI</u>		

Employer Information Pertaining to the Operator's License

Employer's Name <u>Stubbs Bowl</u>		Date of Employment <u>10-15-14</u>	
Address of Employer <u>127 E Madison st.</u>		Employer Phone Number <u>920-470-3743</u>	
City <u>Waterloo</u>	State <u>WI</u>	Zip Code <u>53594</u>	Type of Establishment <u>Bowling alley</u>

Applicant Questionnaire

- Do you now hold or have you ever been issued any license or permit associated with the sale of alcoholic beverages and issued in the State of Wisconsin? Yes No

If Yes, Type of license or permit. Bowling
 Dates License Held 1 / 1 / ? to 1 / 1 / ?
 Issuing Municipality Waterloo

- Have you successfully completed a Responsible Beverage Service Course in Wisconsin within the last two (2) years? (Attach certificate of completion) Yes N/A

- Are you currently enrolled in a Responsible Beverage Service Course? Yes No

If Yes, Location of Course: _____
 Date of Course / / Date of Completion / /
 (Attach proof of course enrollment)

- Have you EVER been convicted of any felony, misdemeanor, or ordinance violation other than minor traffic violations? Yes No

Date of Conviction	Violation/Offense	Jurisdiction
Date of Conviction	Violation/Offense	Jurisdiction
Date of Conviction	Violation/Offense	Jurisdiction
Date of Conviction	Violation/Offense	Jurisdiction

- Are there currently any criminal charges presently pending against you? Yes No

Date of Offense	Violation/Offense	Jurisdiction
Date of Offense	Violation/Offense	Jurisdiction
Date of Offense	Violation/Offense	Jurisdiction
Date of Offense	Violation/Offense	Jurisdiction

PART C TO BE COMPLETED IN THE PRESENCE OF A NOTARY PUBLIC OR CITY CLERK

READ CAREFULLY BEFORE SIGNING. Under penalty provided by law, the undersigned, being duly sworn on oath, says that he/she is the person who made the foregoing application and that the information supplied is true and correct. False, inaccurate or omitted information may be grounds for denial of the application. The signer certifies that he/she is familiar with the laws and regulations pertaining to the sale of alcoholic beverages. Signer agrees to observe the provisions of the City of Waterloo Municipal Code, and the Wisconsin Statutes. The signer agrees that the license, if granted, will not be assigned to another. **YOU MUST CARRY ON YOUR PERSON A VALID PICTURE ID ISSUED BY A GOVERNMENTAL AGENCY (DRIVER'S LICENSE, PASSPORT, ETC.) AT ALL TIMES WHILE WORKING PURSUANT TO THE OPERATOR'S LICENSE. WHILE WORKING PURSUANT TO A PROVISIONAL LICENSE, YOU MUST ALSO KEEP THIS FORM ON YOUR PERSON AT ALL TIMES.**

[Signature]
Applicant's Signature

9.18.14
Date

City of Waterloo
Jefferson County
State of Wisconsin

Sworn to and subscribed before me on this 18 day of September, 2014

Rainelle M. Butzke Notary Public Municipal Clerk
Notary or Clerk Signature

My commission expires: 5/25/2018 or is permanent.

CITY SEAL/NOTARY SEAL

For Police Department Office Use Only	
Background Check Completed <u>Yes</u> / No	
Officer: <u>Chief Louis P. Soriano</u>	
Date Referred to Police Dept:	<u>9/18/14</u>
Date of Background Check:	<u>9/19/14</u>
Date Referred Back to Clerk:	<u>9/19/14</u>
Approval Recommended:	<u>Yes</u> / No
Reason _____	

Waterloo City Hall

From: john@3ftclear.com
Sent: Monday, September 22, 2014 2:29 PM
To: cityhall@waterloowi.us
Subject: Temporary street closure request

To whom it may concern,

My name is John Svanda and I am organizing a bicycle race that will take place inside of Firemen's Park on Sunday, November 2, 2014. I am writing to request the temporary closure of the westbound lane, where it splits into a one-way street near the pavilion and exits onto Spring street. I ask that the street remain closed from approximately 7:00am until 4:30pm. Both the eastbound lane and two-way sections of the street shall remain open throughout the day. We will provide signage indicating "CAUTION - Bike Race Ahead," to notify motorists using the streets.

If we are again given permission to close this street, I will be happy to contact any additional city departments to arrange signs and/or cones. If I've missed anything, please contact me at your convenience.

Kind regards,

John Svanda
Race Director - Battle of Waterloo CX
Work: 262-953-5341
Cell: 414-378-7827