

CITY OF WATERLOO ADMINISTRATIVE REVIEW APPEALS BOARD
MEETING MINUTES: January 17, 2018

Digital audio files are archived with these written minutes additionally serving as the official record.
Minutes, audio & meeting packet are accessible at www.waterloowi.us

1. **CALL TO ORDER & ROLL CALL.** Mayor Thompson called the Administrative Review Board to order at 4:30 p.m. Board members present: Mayor Thompson, Alderperson Jeni Quimby and citizen appointee Cliff Butzine. Absent: None. Others present: Diane Graff, Courier; Maureen Giese, Richard Korth; Sara Melotte Bill Hogan and an unidentified male; Sue Moe; Public Works Director Chad Yerges; Assistant Public Works Director Jeff Robbins; Deputy Clerk/Treasurer Mike Kawula; Nicole Tuttle; and Clerk/Treasurer Hansen.
2. **REVIEW PROCESS OVERVIEW.** Thompson said he would take reviews one at a time. He said he would take up reviews for those in attendance first, then those not in attendance. NOTE: To match the agenda, the sequence of action was as noted by the Mayor, but the agenda sequence is maintained for these written minutes. Attendee Hogan suggested the matter was more like a class action by those receiving invoices for 12/12/2018 municipal actions.
3. **ADMINISTRATIVE STAFF SUMMARY OF ACTION.** Yerges submitted the photos taken and the other printed material mailed with the \$95 invoice to each party now requesting a review.
4. **AGGRIEVED PARTY SUMMARY**
 - a. Presentation of evidence that administrative action was improper.
 - i. **LINDA PETERS, 209 HARRISON STREET.** Appeared at 1/10 meeting, unable to attend due to work obligation. REVIEW DECISION: Quimby: reverse; Butzine: affirm; Thompson affirm. DPW action affirmed.
 - ii. **MANDY MARTIN, 222 MILL STREET.** Appeared at 1/10 meeting, unable to attend due to work obligation. REVIEW DECISION: Quimby: reverse; Butzine: affirm; Thompson affirm. DPW action affirmed.
 - iii. **KEVIN ZASTROW, 509 HARRISON STREET/404 MILWAUKEE AVENUE.** Renter Nicole Tuttle said DPW came through last morning; the snow amount looked like a dusting; the weather was warming and Gabriel Elder was going to wait until later in the day to see if it had melted. REVIEW DECISION: Quimby: reverse; Butzine: affirm; and Thompson affirm. DPW action affirmed.
 - iv. **WATERLOO AREA HISTORICAL SOCIETY, 130 EAST POLK STREET.** Maureen Giese referred the body to its January 4, 2018 action reversing the Nelson invoice. She said the property was near Nelson's; the snow was a dusting; the snow amount was less than what was regularly left by a snow blower after an average snow. She said she paid the amount; had no ideas she could appeal; and agreed with all said during the Nelson review saying the same logic should be applied to 130 East Polk Street. REVIEW DECISION: Quimby: reverse; Butzine: affirm; and Thompson affirm. DPW action affirmed.
 - v. **CHAD MELOTTE, 760 LEXINGTON WAY.** Sara Melotte said the snow amount was not significant, only a trace amount. She said she pulled information from the Dane County weather report showing a trace amount of snow. Thompson questioned the report. Robbins recounted the snow amounts as recorded at the Waterloo Treatment Plant. Melotte and others asked if the information is available to the public, or online? Yerges said the reports are from the Treatment plant. REVIEW DECISION: Quimby: reverse; Butzine: affirm; and Thompson affirm. DPW action affirmed.
 - vi. **MICHAEL BEYER, ORCHARD STORAGE LLC, 660 LEXINGTON WAY.** No information presented. It was noted that this walkway was a dead end sidewalk. Thompson said he would reverse because of the pending action related to dead end sidewalks. REVIEW DECISION: Quimby: reverse; Butzine: affirm; and Thompson reverse. DPW action reversed.
 - vii. **KEN FRANDLE, 920 LUM AVENUE.** NO ATTENDEE PRESENTED INFORMATION. Hansen noted that the individual would not be able to attend. REVIEW DECISION: Quimby: reverse; Butzine: affirm; and Thompson affirm. DPW action affirmed.
 - viii. **TED STENBERG, 466 WEST MADISON STREET.** Appeared at 1/10 meeting. The submitted additional pictures showing his neighbors walk with snow were reviewed. REVIEW DECISION: Quimby: affirm; Butzine: affirm; and Thompson affirm. DPW action affirmed.
 - ix. **LEE STOCK, 515 MCKAY WAY.** Unable to attend due to work obligation. Richard Korth said the Stock invoice was not warranted. He questioned why others adjacent to this location were not given a ticket. Stock submitted written information and a picture. The picture showed the

- driveway cleared not the walk. REVIEW DECISION: Quimby: affirm; Butzine: affirm; and Thompson affirm. DPW action affirmed.
- x. SUE MOE, 1090 LEXINGTON WAY. Sue Moe said she was not contesting that there was snow. She said the dead end sidewalk in question was not required to be cleared per prior communication from DPW in 2017 and before. Chad Yerges said he was unaware of the prior communication. REVIEW DECISION: Quimby: reverse; Butzine: affirm; and Thompson reverse. DPW action reversed.
 - xi. WILLIAM BAGNESKI, 316 S. WASHINGTON STREET. No information presented. REVIEW DECISION: Quimby: affirm; Butzine: affirm; and Thompson affirm. DPW action affirmed.
 - xii. WILLIAM HOGAN, 601 MOHAWK COURT. Asked that a review take place for both invoices he has received. He identified the lack of notice; saw no imminent safety concern; said the Mayor's January 4 reaction to his post-meeting request to have all invoices rescinded was an indication that this was about controlling the system. He said DPW was overreaching. He said on December 29th a close family friend shoveled the walk at midnight, short of the property line. He said the packet picture was deceptive because it only showed the walk not shoveled, rather than the whole walk. REVIEW DECISION (12/12/2018 invoice): Quimby: reverse; Butzine: affirm; and Thompson affirm. DPW action affirmed. REVIEW DECISION (1/2/2018 invoice): Quimby: affirm; Butzine: affirm; and Thompson affirm. DPW action affirmed.
 - xiii. WILLIAM BARTELS, 144 E. POLK STREET. No information submitted. REVIEW DECISION: Quimby: reverse; Butzine: affirm; and Thompson affirm. ACTION AFFIRMED.

5. ADJOURNMENT. MOTION: Moved by Quimby, seconded by Butzine to adjourn until such time as all three members could be present. Motion carried. Approximate time: 5:30 p.m.



Attest:
Mo Hansen, Clerk/Treasurer