



136 North Monroe Street  
Waterloo, WI 53594  
Phone: (920) 478-3025  
Fax: (920) 478-2021  
[www.waterloowi.us](http://www.waterloowi.us)

**CITY OF WATERLOO COUNCIL AGENDA**  
**COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET**  
**Thursday, July 21, 2022 – 7:00 p.m.**  
**Participate Remotely Or In-Person**

Join Zoom Meeting: <https://us02web.zoom.us/j/89868946260?pwd=NGZWem1ERldNZUpsVIBHa3BaMGJ3Zz09>  
Meeting ID: 898 6894 6260 Passcode: 720933  
Dial by phone: +1 312 626 6799 US (Chicago)

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: open and closed minutes from July 7, 2022
- 3) CITIZEN INPUT / PUBLIC COMMENT
- 4) OLD BUSINESS
- 5) MEETING SUMMARIES (since last Council meeting)
  - a) 07/12/2022 Waterloo Water & Light
  - b) 07/12/2022 Cable Television Board Meeting
  - c) 07/19/2022 Community Development Authority
  - d) 07/21/2022 Finance, Insurance & Personnel Committee
- 6) CONSENT AGENDA ITEMS
  - a) June Reports of City Officials & Contract Service Providers
    - i) Parks – no new report
    - ii) Fire & Emergency Medical Services
    - iii) Building Inspections
    - iv) Public Works
    - v) Police
    - vi) Library Board
    - vii) Water & Light Utility Commission
    - viii) Watertown Humane Society
    - ix) Cable Television
- 7) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
  - a) Finance, Insurance & Personnel
    - i) June 2022 Financial Statements: General Disbursements \$719,207.94; Payroll \$127,473.35 & Clerk/Treasurer's Reports [[see on municipal website](#)]
    - ii) Resolution 2022-20 Budget Amendment #1
    - iii) Waterloo Fire/EMS – Permission to order chassis early
    - iv) Waterloo Fire/EMS – Payout previous year vacation for Jason Butzine and Matt Petrie
  - b) CDA
    - i) Terminating Madison Commercial Real Estate Contract
    - ii) Manuesha Business Center – Crack in wall of building/repair – funded by CDA
    - iii) Amending/Replacing NMC Contract
    - iv) Economic Development Proposal - NMC

8) NEW BUSINESS

- a) Resolution 2022-25 Petition for County Highway Aid

9) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

- a) Change order received regarding subgrade road surface on Minnehaha

10) ADJOURNMENT

Jeanne Ritter Clerk/Deputy Treasurer

Posted & Emailed: 07/15/2022

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 COMMON COUNCIL - MEETING MINUTES: July 7, 2022**

[a digital recording of this meeting also serves as the official record]

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Quimby called the meeting to order at 7:00 p.m. Alderpersons present: Cummings, A. Kuhl, C. Kuhl, Griffin, Thomas, and Petts. Alderpersons attending remotely: none. Absent: Weihert. Others attending remotely or in-person: Police Chief Sorenson; Treasurer/Deputy Clerk Tschanz; Utility Supervisor Sorenson; Library Director Kelli Mountford; Economic Development Butzine; Matthew & Steve Representatives from Mau & Associates; Clerk Jeanne Ritter and WLOO videographers. The pledge of allegiance was recited.
- 2) MEETING MINUTES APPROVAL: June 16, 2022 open and closed session [ Cummings/C. Kuhl] VOICE VOTE: Motion Carried.
- 3) CITIZEN INPUT / PUBLIC COMMENT – none
- 4) OLD BUSINESS
- 5) MEETING SUMMARIES (since last Council meeting)
  - a) 06/21/2022 CDA
  - b) 06/22/2022 Board of Review
  - c) 06/27/2022 Fire/EMS Meeting
  - d) 06/28/2022 Plan Commission
  - e) 06/28/2022 Library Board
  - f) 07/07/2022 Public Safety & Health Committee
  - g) 07/07/2022 Public Works & Property Committee
- 6) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
  - a) Plan Commission
    - i) Ordinance §385-10 B (7) Conditional Use Application, Wesley Schmidgall, For The Property Located at 131 Mill St, Waterloo. The applicant is requesting a conditional use permit to allow for an additional garage on the subject parcel. A conditional use permit is required for a Residential District (R-2) property when an additional garage or accessory building exceeds 144 square feet. Tax Parcel 290-0813-0533-028. Also known as 131 Mill St. Motion to approve [Cummings/Petts] VOICE VOTE: Motion carried.
    - ii) Ordinance §385-31 Changes and Amendments of the Zoning Code of the City of Waterloo. Application. Duquaine Development regarding the property located along N Monroe St and Clarkson Rd. Parcel #290-0813-0611-006, located in Waterloo. The land use-rezoning request is to allow a changed in land use from existing Agricultural District (A) §385-18 to a Planned Development (PDD) §385-31 for purposes of establishing residential dwelling units on the parcels. Lot Description: LOT 1, CSM 6081-35-257, DOC 1426857. Motion to approve rezoning request from A to PDD. A condition will be that they will abide by architectural design. [C. Kuhl/Cummings] VOICE VOTE: Motion carried.
  - b) Finance
    - i) 2011 Ford F550 Truck – engine issues. Repairs can be made and this with come out of repair & maintenance budget. Engine will not need to be replaced. Nothing further needed. Was not as bad as first thought.
    - ii) Skag Cheetah mower – damaged. Insurance will pay \$4700. Yerges will be looking for more quotes, but Finance authorized him to purchase one not to exceed \$19,000. Motion [Thomas/Griffin] VOICE VOTE: Motion carried.
  - c) Cable TV Board
    - i) Paula Jacob was approved for the open board position (2021-2024) [Cummings/Petts] VOICE VOTE: Motion carried.
  - d) Public Safety and Health
    - i) Event Permit – Block Party Milwaukee St -Tuttle – July 16 – closing Milwaukee St. from Harrison to Van Buren. 10:30am-4pm Motion [Thomas/Cummings] VOICE VOTE: Motion carried.
  - e) Plan Commission & CDA Motion to go into closed Session [C. Kuhl/Thomas] VOICE VOTE: Motion carried.  
7:25 pm
    - i) 333 Portland Road – CDA and Plan Commission recommend accepting the offer to purchase from Nate Snyder. [NOTE: The City Council may meet in closed session per Wis. Stat. 19.85(1) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Upon concluding a

closed session, the Committee will reconvene in open session.] Motion to move into Open Session.  
[Petts/Thomas] Motion to reject offer and renegotiate new offer [Thomas/Petts] ROLL CALL: Ayes 4. Noes 0.  
Abstain Griffin. Motion carried.

7) NEW BUSINESS

- a) Resolution 2022-23 Appointing Sarah Davison as a Deputy Clerk for Election Administration Purposes. Motion  
[C. Kuhl/Petts] VOICE VOTE: Motion carried.

8) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS - none

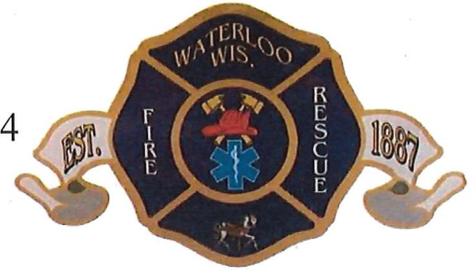
9) ADJOURNMENT [ C. Kuhl/Petts] VOICE VOTE: Motion carried. 8:00 pm

Attest:

Jeanne Ritter Clerk/Deputy Treasurer



WATERLOO FIRE & RESCUE  
900 INDUSTRIAL LANE  
WATERLOO, WISCONSIN 53594



Wednesday July 13<sup>th</sup>, 2022

On Monday June 13<sup>th</sup>, 2022 we had our monthly EMS training. Training was with medical director. Aurora went through the new medications that are in our scope of practice. We are now able to give Zolfran for nausea and IV Tylenol for pain control. We had to complete the training to be able to put the new medications in service. They also had two stations. The first station was on fractures/sprains with splinting and moving the patient. The second station was on possible strokes/other medical issues.

On Monday June 20<sup>th</sup>, 2022 we had our monthly Fire training. Training was review on gas meters and thermal imaging camera. The members went through the gas meters on how to use and read the reading and the maintenance. The members went through the TIC's on how to use them and maintenance. Then we watched a training on what types of detectors are out there and what all the levels of reading means and the precautions we need to take.

The month of June the two members that went through the EMT course have completed and passed. The two members that had went through the Officer course have completed and passed.

Sincerely,

Chief Wesley Benisch  
Waterloo Fire Department  
900 Industrial Ln.  
Waterloo WI 53594  
920-478-2535  
[chief@waterloowi.us](mailto:chief@waterloowi.us)



**WATERLOO FIRE & RESCUE**  
**900 INDUSTRIAL LANE**  
**WATERLOO, WISCONSIN 53594**



Department Activity Report – June  
 Call Report for the month of June

**EMS Calls:**

City of Waterloo	21
Township of Portland	4
Mutual Aid for Watertown	1
Mutual Aid for Columbus	1
Mutual Aid for Marshall	1
2 <sup>nd</sup> out Ambulance City of Waterloo	3
<b>Total EMS</b>	<b>31</b>

**EMS & Fire Motor Vehicle Crash Calls:**

Township of Waterloo with both Ambulances	1
<b>Total MVC</b>	<b>1</b>

**Alarms:**

City of Waterloo	2
Township of Waterloo	2

**Fire Calls:**

City of Waterloo	0
Mutual Aid for Watertown	2
Mutual Aid for Marshall	1

**Hazardous Condition:**

City of Waterloo	0
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**Weather Related Call:**

Waterloo Fire District	1
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**Service Calls:**

City of Waterloo	2
Township of Portland	2

**Rescue Calls:**

Township of Shields	0
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**Total Fire** 12

**June Total** 44

**Up to Date Call Totals**

Fire (Structure, Wild land, Motor Vehicle)	26
Rescue/EMS: BLS - 65 ALS - 28	182
Hazardous Conditions (No Fire)	4
False Alarm or Call	16
Motor Vehicle Crash	3
Service Calls	23
Rescue Calls	1
Weather Related Calls	1
<b>Up to Date Total</b>	<b>256</b>

**Fire Mutual Aid Given 21 Fire Mutual Aid Received 4**

**2<sup>nd</sup> Out Unit 7 EMS Mutual Aid Given 6 EMS Mutual Aid Received 4 Paramedic Intercept 9**

**Total Personnel Response: 1021 (for the month): 198**

Monthly Response Time (EMS Incidents) **169** (From 1<sup>st</sup> page to enroute times) average **5.2** min (for the month)

Minutes Spent Responding **108** (Enroute time to on scene time) average **3.3** min (for the month)

Monthly Response Time (FIRE Incidents) **69** (From 1<sup>st</sup> page to enroute times) average **5.3** min (for the month)

Minutes Spent Responding **57** (Enroute time to on scene time) average **4.3** min (for the month)



Invoice

Invoice Number: 0087168-IN  
 Invoice Date: 06/30/22  
 Terms: Net 30 Days  
 Due Date: 07/30/22

Salesperson: 0000  
 Customer Number: 11-WATERL2  
 Customer P.O.:

CITY OF WATERLOO  
 136 N MONROE STREET  
 Waterloo, WI 53594-1198

WI - Invoicing

Fee Type	Amount Paid	Paid Date	% Due to 3rd Party	Amount Due to 3rd Party
<b>Permit # 22WTRC-0055-22-05B</b>		<b>435 McKay Way, Waterloo, WI 53594</b>		<b>Deck</b>
Accessory Structure- Residentia	84.84	06/29/22	60.00	50.90
<b>22WTRC-0055-22-05B Subtotal</b>				<b>50.90</b>
<b>Permit # 22WTRC-0056-22-05PLOS</b>		<b>450 Taylor Street, Waterloo, WI 53594</b>		<b>Plumbing Permit</b>
New Home OS Sewer & Water I	60.00	06/29/22	60.00	36.00
<b>22WTRC-0056-22-05PLOS Subtotal</b>				<b>36.00</b>
<b>Permit # 22WTRC-0058-22-06B</b>		<b>362 East Madison Street, Waterloo, WI 53594</b>		<b>Fence</b>
Other Fee- Residential	50.00	06/03/22	60.00	30.00
<b>22WTRC-0058-22-06B Subtotal</b>				<b>30.00</b>
<b>Permit # 22WTRC-0059-22-06P</b>		<b>338 West Polk Street, Waterloo, WI 53594</b>		<b>Plumbing Permit</b>
Plumbing- Replacement & Misc.	50.00	06/07/22	60.00	30.00
<b>22WTRC-0059-22-06P Subtotal</b>				<b>30.00</b>
<b>Permit # 22WTRC-0060-22-06Plos</b>		<b>407 South Jackson Street, Waterloo, WI 53594</b>		<b>Plumbing Permit</b>
New Home OS Sewer & Water I	60.00	06/09/22	60.00	36.00
<b>22WTRC-0060-22-06Plos Subtotal</b>				<b>36.00</b>
<b>Permit # 22WTRC-0061-22-06PLOS</b>		<b>276 Milwaukee Avenue, Waterloo, WI 53594</b>		<b>Outside Sewer</b>
New Home OS Sewer & Water I	60.00	06/30/22	60.00	36.00
<b>22WTRC-0061-22-06PLOS Subtotal</b>				<b>36.00</b>
<b>Permit # 22WTRC-0063-22-06BE</b>		<b>825 Waterloo Road, Waterloo, WI 53594</b>		<b>Accessory Structure (Residenti</b>
Accessory Structure- Residentia	252.00	06/16/22	60.00	151.20
Electrical- New Building/Additon.	111.00	06/16/22	60.00	66.60
<b>22WTRC-0063-22-06BE Subtotal</b>				<b>217.80</b>
<b>Permit # 22WTRC-0064-22-06OS</b>		<b>536 Lum Avenue, Waterloo, WI 53594</b>		<b>Plumbing Permit</b>
New Home OS Sewer & Water I	60.00	06/24/22	60.00	36.00
<b>22WTRC-0064-22-06OS Subtotal</b>				<b>36.00</b>
<b>Permit # 22WTRC-0065-22-06H</b>		<b>210 West Madison Street, Waterloo, WI 53594</b>		<b>HVAC Permit - Commercial</b>
HVAC- Replacement & Misc. Ite	130.00	06/24/22	60.00	78.00
<b>22WTRC-0065-22-06H Subtotal</b>				<b>78.00</b>

Continued



Fee Type	Amount Paid	Paid Date	% Due to 3rd Party	Amount Due to 3rd Party
<b>Permit # 22WTRC-0066-22-6BE</b>	<b>1113 Lum Avenue, Waterloo, WI 53594</b>		<b>Accessory Structure (Residenti</b>	
Accessory Structure- Residentia	92.40	06/26/22	60.00	55.44
Electrical- New Building/Additon.	69.20	06/26/22	60.00	41.52
<b>22WTRC-0066-22-6BE Subtotal</b>				<b>96.96</b>
<b>Permit # 22WTRC-0067-22-6E</b>	<b>931 Sunrise Court, Waterloo, WI 53594</b>		<b>Electrical Permit</b>	
Electrical- Replacement & Misc.	50.00	06/26/22	60.00	30.00
<b>22WTRC-0067-22-6E Subtotal</b>				<b>30.00</b>
<b>Permit # 22WTRC-0068-22-6P</b>	<b>336 Van Buren Street, Waterloo, WI 53594</b>		<b>Plumbing Permit</b>	
Plumbing- Replacement & Misc.	50.00	06/24/22	60.00	30.00
<b>22WTRC-0068-22-6P Subtotal</b>				<b>30.00</b>
<b>Permit # 22WTRC-0069-22-6H</b>	<b>931 Sunrise Court, Waterloo, WI 53594</b>		<b>HVAC Permit</b>	
HVAC- Replacement & Misc. lte	99.20	06/29/22	60.00	59.52
<b>22WTRC-0069-22-6H Subtotal</b>				<b>59.52</b>
<b>Permit # 22WTRC-0071-22-06PLOS</b>	<b>420 Lum Avenue, Waterloo, WI 53594</b>		<b>Outside Sewer</b>	
New Home OS Sewer & Water l	60.00	06/30/22	60.00	36.00
<b>22WTRC-0071-22-06PLOS Subtotal</b>				<b>36.00</b>
<b>Permit # 22WTRC-0072-22-06PLOS</b>	<b>518 North Monroe Street, Waterloo, WI 53594</b>		<b>Outside Sewer</b>	
New Home OS Sewer & Water l	60.00	06/30/22	60.00	36.00
<b>22WTRC-0072-22-06PLOS Subtotal</b>				<b>36.00</b>

WI - Invoicing

Summary Fee Type		
ItemCode	Description	Amount
/PERMITS	Building Permits	839.18
<b>Total</b>		<b>839.18</b>

Please remit to: SAFEbuilt, LLC Lockbox# 88135  
P.O. Box 88135, Chicago, IL, 60680-1135

Net Invoice:	839.18
Freight:	0.00
Sales Tax:	0.00
<b>Invoice Total:</b>	<b>839.18</b>

# MONTHLY TIME REPORT

2022

JUNE

JOB	DPW	Chad	Ryan	Chris	Travis
Police Adm		0	0	0	0
Fire Dept		1.5	2	0	1
Mach/Equip		0	25	5	15.75
Garage/Shed		19	2	25	32
Meeting/Seminars		7.5	0	0	0
Street Repair/Maintenance		41.5	3	18	0
Street Cleaning		0	21	0	0
Snow & Ice	Reg Hrs	0	0	0	0
	OT Hrs	0	0	0	0
Storm Sewer		6	3	4	0
Traffic Control		5	5	11	7
Bridges/Culvers		0	0	0	0
Tree/Brush		13	51	17	49
Refuse Collection		9	4	7	3
Sanitary Sewer		0	0	0	0
Insect Control		0	0	0	0
Animal Control		0	0	0	0
Cemetary		0	9.5	0	12
Library		0	2	1	3
Firemans Park		42	8	48	10
Other Parks		3.5	36.5	7.5	45
Trail Head		0	5	0	6
Celeb/Enter		12	0	10	3
Weed Control		10	15	12	0
Vac/Holiday/SL		36.5	8	30	14.25

# Machinery and Equipment Maintenance

2022

JUNE

		Mileage / Hours			TTI Fuel	GPH
DPW Equipment		Start	End	Total		
End loader	544	4149	4161	12	27.899	0.43
John Deere Tractor	2555	4823	4837	14	13.592	1.03
Wood Chipper	200XP	3054	3083	29	61.33	0.47
John Deere Lawn Tractor	1025	223	223	0	156.956	0.52
John Deere	X750	25	62	37	156.956	0.52
John Deere	X750-1	35	79	44	156.956	0.52
Wacker Roller		426	427	1	0	#DIV/0!
2010 International Truck	#1	24369	24369	0	9.709	0.00
2020 International Truck	#2	5555	5581	26	0	#DIV/0!
	#3	0	0	0	0	#DIV/0!
2017 Chevrolet Truck	#4	51425	52255	830	80.954	10.25
2018 Frieghtliner Truck	#5	11901	12001	100	22.624	4.42
2006 Elgin Pelican Street Sweeper		43490	43490	0	47.653	0.00
2011 Ford F-550 Truck	#6	42226	42226	0	79.857	0.00
2015 Frieghtliner Truck	#7	14510	14544	34	0	#DIV/0!
Bobcat Loader		796	819	23	0	#DIV/0!

# WATERLOO POLICE DEPARTMENT OFFICER'S DAILY -MARCH

Patrol:	566	Office:	243.60
Investigative:	84.25	Special:	9.00
Radar:	77	School/Training:	2.00
Court:		On Call:	

Total Hours Worked: 981.85

## COMPLAINTS

Family:	0
Off Road Vehicles:	1
Vandalism:	0
Minor Theft - \$500:	6
Major Theft + \$500:	0
Burglary:	0
Doors Found Open:	6
Animal Case:	4
Late Bar Closings:	3
Alarms:	4
Loud Music/Parties:	0
Tavern Complaints:	0
Prowler Complaints:	0
Battery to Person:	0
Domestic Abuse:	0
Sexual Assault:	0
Runaways:	0
Worthless Checks:	0
All Other Complaints:	73
<b>TOTAL COMPLAINTS:</b>	<b>97</b>

## ACCIDENTS

More than \$1,000:	0
Less than \$1,000:	0
Pedestrian Accidents:	0
Bicycle Accidents:	0
Number Injured:	0
Number Killed:	0
<b>TOTAL ACCIDENTS:</b>	<b>0</b>

## ASSISTS

Assist Jefferson County:	1
Assist Dodge County:	3
Assist Dane County:	0
Assist Marshall PD:	2
Assist Fire/Rescue:	20
Assist Other Agencies:	0
Assist Public:	99
Assist With Escort:	3
Assist All Others:	25
<b>TOTAL ASSISTS:</b>	<b>153</b>

## MISCELLANEOUS

Personal Contacts:	
Investigations/Follow-up:	89
Traffic Control:	4
Radar Operations:	145
Special Assignment:	4
Speech/Presentation:	2
Serve Papers:	0
Other Miscellaneous:	2
<b>TOTAL:</b>	<b>246</b>

## INQUIRIES/CHECKS

Registration Checks:	274
D.L. Checks:	175
NCIC/CIB/VIN Checks:	0
Check Welfare:	11
<b>TOTAL INQUIRIES:</b>	<b>460</b>

	Warnings	Arrests
Speeding:	10	0
Too Fast For Conditions:	0	0
Inattentive Driving:	0	0
Failure to Yield:	1	2
Stop Sign Violation:	4	1
Illegal Passing:	0	1
No Driver's License:	0	5
Illegal Parking:	5	5
Left of Highway:	0	1
Drunk Driving:	0	2
Unregistered Vehicle:	2	2
Driving While Sus/Rev:	0	2
Hit And Run:	0	0
Off Road Vehicle:	0	0
Power Display:	0	0
Equipment:	19	0
Illegal "U" Turn:	0	1
Following Too Close:	0	0
Seatbelt Violation:	0	0
ALL OTHER TRAFFIC:	5	1
<b>TOTAL</b>	<b>48</b>	<b>33</b>

Disorderly Conduct:	0	0
Underage Alcohol:	0	0
Warrants:	0	0
Theft:	0	3
Trespassing:	0	1
Burglary/Break & Enter:	0	0
Vandalism:	0	0
ALL OTHER MIS/CRIM:	2	5
<b>TOTALS:</b>	<b>0</b>	<b>0</b>

Monthly Incident Comparison Report

Report Criteria:

Current Month: 6/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
<b>No Category</b>						
	Assist Watertown Police Department	0	0	1	0	0
	Assist citizen	0	0	1	0	0
	Blank Description	0	0	0	0	2
	assist human services	0	0	1	0	0
	<b>Total for No Category:</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>2</b>
<b>ASSIST</b>						
	Assist Business	0	0	1	0	1
	Assist Citizen	2	4	12	2	33
	Assist Dane County Sheriff	0	0	1	0	3
	Assist Dodge County Sheriff	1	1	7	1	14
	Assist Jefferson County Sheriff	1	1	4	2	8
	Assist Marshall PD	2	3	11	4	19
	Assist Motorist	0	0	1	0	0
	Assist Public Works	0	0	0	0	1
	Assist Social Services	2	1	10	0	16
	Assist Watertown PD	0	0	0	0	2
	Assist/School District	0	0	0	0	3
	Civil Dispute	0	0	0	0	2
	Custody for Other Department	0	0	0	0	4
	EMS Calls	0	1	2	0	2
	Fire Calls	0	1	2	0	1
	Neighbor Problems	1	0	1	0	1
	Other Mutual Aid Assists	0	0	1	1	3
	Probation/Parole Check Ins	0	0	0	0	1
	<b>Total for ASSIST:</b>	<b>9</b>	<b>12</b>	<b>53</b>	<b>10</b>	<b>114</b>
<b>CRIMINAL</b>						
	Abuse of Elderly/Vulnerable	0	0	1	0	1
	Bail Jumping/Escapes	0	1	3	0	1
	Battery to Police Officer/Fireman	0	0	1	0	1
	Burglary - Attempted Residential	0	0	0	0	3
	Burglary - Non-Residential/Forced	0	1	1	0	0
	Burglary - Residential/Forced	0	0	0	0	2
	Burglary - Residential/No Force	0	0	0	0	1
	Computer Crimes	0	0	1	0	1
	Criminal Damage To Property/vandalism	0	4	6	2	8
	Disorderly Conduct - All Other	0	1	4	0	9
	Disorderly Conduct - Fight, Disturbance	0	0	1	0	4
	Domestic Disturbance	0	1	4	0	13
	Domestic Offense - Child Abuse/Neglect	0	0	0	0	1
	Domestic Offense - Spousal Abuse/Fights	0	0	0	0	1

Monthly Incident Comparison Report

Report Criteria:

Current Month: 6/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
CRIMINAL						
	Drug Investigations	0	0	3	1	4
	Drug Paraphernalia Possession	0	0	0	0	3
	Drug Possession	1	0	2	0	7
	Fraud	0	0	3	0	7
	Harassment - Harassing Telephone Calls	0	0	0	0	3
	Harassment - Stalking	0	0	0	0	1
	Harassment - Threats	0	2	4	1	4
	Indecent Language/Conduct	0	0	0	0	1
	Interfere with Child Custody	0	1	2	0	1
	Obstruct/Resist Police Officer	1	0	2	0	0
	Operate Vehicle Without Owner's Consent	0	0	0	0	1
	Other Sex Offenses	0	0	2	1	6
	Probation Hold	0	0	0	0	1
	Probation/Parole Violation	0	0	1	0	1
	Robbery - Armed	0	0	0	0	1
	Simple Battery	0	0	0	0	4
	Suicide - Attempts/Threats	0	0	1	0	1
	Theft - All Other	1	1	10	0	20
	Theft - Bicycles	2	1	3	0	1
	Theft - From Building	0	0	1	0	2
	Theft - From a Motor Vehicle	0	0	0	2	5
	Theft - Motor Vehicle Parts/Accessories	0	0	1	1	6
	Theft - Retail/Shoplifting	2	0	3	0	4
	Theft of Library Materials	0	0	0	0	1
	Trespassing	2	1	3	0	1
	<b>Total for CRIMINAL:</b>	<b>9</b>	<b>14</b>	<b>63</b>	<b>8</b>	<b>132</b>
ORDINANCE						
	Abandoned Property/Vehicle Violation	0	0	0	0	3
	All-Terrain Vehicle Violation	0	0	0	0	3
	Animal Bite	1	1	3	0	9
	Animal Noise Complaint	0	0	0	0	1
	Animal Running at Large	0	0	0	0	2
	Burning Violation	0	0	1	0	0
	Disturbance	0	1	3	1	11
	Fireworks Violation	0	0	0	0	2
	Harassment	0	0	0	0	2
	Littering Violation	0	0	0	1	2
	Municipal Code Violation	0	0	0	0	2
	Possession of Tobacco by Minor	0	0	1	0	10
	Public Nuisance Violations	0	0	0	0	1

Monthly Incident Comparison Report

Report Criteria:

Current Month: 6/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
<b>ORDINANCE</b>						
	Truancy	0	7	12	0	1
	Under Age Drinking - Adult (18-21)	0	2	3	0	4
	Under Age Drinking - Minor (Under 18)	0	0	0	0	1
	<b>Total for ORDINANCE:</b>	<b>1</b>	<b>11</b>	<b>23</b>	<b>2</b>	<b>54</b>
<b>Other</b>						
	Investigation/Take Report	0	0	0	0	3
	Other Animal Calls - Dead, Etc.	0	0	1	0	4
	Receive Information	1	3	17	4	14
	<b>Total for Other:</b>	<b>1</b>	<b>3</b>	<b>18</b>	<b>4</b>	<b>21</b>
<b>SERVICE</b>						
	Death Investigation	1	1	3	0	7
	Emergency Detention/Detoxification	1	0	2	0	0
	Found Items/Property	2	1	4	0	2
	Lost Items/Property	0	0	0	0	1
	Missing Adult	0	0	1	0	1
	Missing Juvenile	0	0	0	1	3
	Other Service	0	0	0	0	2
	Protective Custody/Placement	0	0	0	0	1
	Suspicious Person/Activity, Prowler	0	1	1	0	3
	Suspicious Vehicle	1	0	2	0	0
	Transport	0	0	0	0	1
	Uncontrollable Juvenile	0	1	1	0	2
	Warrant Pickup - Other Agency	0	1	5	0	7
	Warrant Pickup - Waterloo	0	0	0	1	1
	Welfare Check	1	0	4	0	17
	<b>Total for SERVICE:</b>	<b>6</b>	<b>5</b>	<b>23</b>	<b>2</b>	<b>48</b>
<b>TRAFFIC</b>						
	Disobey Sign/Marker	0	0	0	0	1
	Driver's License Violations (Ex OAS/OAR)	4	3	15	1	13
	Driving Complaint	0	0	0	0	1
	Eluding Police Officer	0	1	1	0	2
	Illegal Turns	0	0	2	0	4
	Inattentive Driving	0	0	0	1	1
	Lane Violations - Left of Center, Etc.	0	1	2	0	0
	License/Permit Violation	0	0	4	1	3
	Miscellaneous Rules Violation	0	0	0	0	1
	Motor Vehicle Carrier Violation	0	0	0	0	1
	Motor Vehicle Insurance Violation	0	0	2	1	16
	Motorcycle Violation	0	0	0	1	1
	OAS/OAR/Other License Violations	1	4	24	6	52

Monthly Incident Comparison Report

Report Criteria:

Current Month: 6/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
TRAFFIC						
	Open Intoxicants - Driver	0	0	2	0	0
	Operate Motor Vehicle While Intoxicated	3	2	11	1	14
	Other Traffic Violations	0	0	0	1	12
	Power Display/Squeal Tires	0	0	1	0	0
	Registration/Title Violation	0	0	0	0	12
	Required Stop Violation - RR, Etc.	0	0	0	0	1
	Seatbelt Violation	0	0	0	0	2
	Speeding - School Zone	0	0	0	1	1
	Speeding Violation	1	4	10	2	37
	Stop Sign/Signal Violation	2	1	11	2	15
	Tow Vehicle	0	1	2	0	1

Monthly Incident Comparison Report

Report Criteria:

Current Month: 6/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
TRAFFIC						
	Traffic Accident - Hit and Run (Damage)	0	1	5	0	7
	Traffic Accident - Hit and Run (Injury)	0	0	0	0	1
	Traffic Accident - Non-Reportable	0	0	2	2	5
	Traffic Accident - Personal Injury	0	0	0	1	6
	Traffic Accident - Property Damage	1	2	14	0	19
	Vehicle Equipment Violation - Lights	0	0	1	0	3
	Vehicle in Ditch/Off Road	0	1	1	0	0
	Warning - 5 Day Equipment Violation	0	0	0	0	2
	<b>Total for TRAFFIC:</b>	<b>12</b>	<b>21</b>	<b>110</b>	<b>21</b>	<b>234</b>
	<b>Grand Totals:</b>	<b>38</b>	<b>66</b>	<b>293</b>	<b>47</b>	<b>605</b>

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	Ticket	Officer/Court Type
06/06/22	ZELAYA FAJARDO, JONNY, F	DOB: 08/22/99 No: T-BC845166-0	BURNS, RANDY
9:30 AM	402 MADISON ST APT#204 MARSHALL WI, 53559	Age: 22 Issued: 04/21/22 Inc #: 22-000176	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
346.63(1)(A)	OPERATING WHILE UNDER THE INFLUENCE(2ND)	\$500.00	\$0.00

06/06/22	ZELAYA FAJARDO, JONNY, F	DOB: 08/22/99 No: T-BC845168-2	BURNS, RANDY
9:30 AM	402 MADISON ST APT#204 MARSHALL WI, 53559	Age: 22 Issued: 04/21/22 Inc #: 22-000176	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
346.63(1)(B)	OPERATING W/PAC >= .02 UNDER IID ORDER (2ND)	\$500.00	\$0.00

06/21/22	[REDACTED]	DOB: [REDACTED] No: [REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	Age: [REDACTED] Issued: [REDACTED] Inc #: [REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	\$55.00	\$0.00

06/21/22	[REDACTED]	DOB: [REDACTED] No: [REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	Age: [REDACTED] Issued: [REDACTED] Inc #: [REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	\$55.00	\$0.00

06/21/22	[REDACTED]	DOB: [REDACTED] No: [REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	Age: [REDACTED] Issued: [REDACTED] Inc #: [REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	\$55.00	\$0.00

06/21/22	[REDACTED]	DOB: [REDACTED] No: [REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	Age: [REDACTED] Issued: [REDACTED] Inc #: [REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	\$55.00	\$0.00

06/21/22	[REDACTED]	DOB: [REDACTED] No: [REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	Age: [REDACTED] Issued: [REDACTED] Inc #: [REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	\$55.00	\$0.00

**Court Calendar Report**

**Report Criteria:**

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	Ticket	Officer/Court Type
06/21/22	[REDACTED]	DOB: [REDACTED] No: [REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	Age: [REDACTED] Issued: [REDACTED]	[REDACTED]
		Inc #: [REDACTED]	

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	\$55.00	\$0.00

Court Date	Name	Ticket	Officer/Court Type
06/21/22	[REDACTED]	DOB: [REDACTED] No: [REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	Age: [REDACTED] Issued: [REDACTED]	[REDACTED]
		Inc #: [REDACTED]	

Charge	Description	Fine	Collected
346.57(5)	[REDACTED]	\$175.30	\$0.00

Court Date	Name	Ticket	Officer/Court Type
06/21/22	[REDACTED]	DOB: [REDACTED] No: [REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	Age: [REDACTED] Issued: [REDACTED]	[REDACTED]
		Inc #: [REDACTED]	

Charge	Description	Fine	Collected
125.07(4)(B)	[REDACTED]	\$55.00	\$0.00

Court Date	Name	DOB	No:	Officer
06/21/22	AYALA,GREGORIO	11/20/81	C-1F80SPZ7VB	BURNS,RANDY
11:00 AM	104 E MADISON ST	Age: 40	Issued: 03/26/22	
	WATERLOO WI, 53594			

Comments: OFFICER: BADGE #: 12, NAME: RANDY B BURNS

Charge	Description	Fine	Collected
125.07(1)(A)1	SELL/PROCURE ALCOHOL TO UNDERAGE PERSON	\$263.50	\$0.00

Court Date	Name	DOB	No:	Officer
06/21/22	AYALA,GREGORIO	11/20/81	C-1F80SPZ7VC	BURNS,RANDY
11:00 AM	104 E MADISON ST	Age: 40	Issued: 03/26/22	
	WATERLOO WI, 53594			

Comments: OFFICER: BADGE #: 12, NAME: RANDY B BURNS

Charge	Description	Fine	Collected
125.07(3)	ALLOW UNDERAGE ON LICENSED PREMISES	\$263.50	\$0.00

Court Date	Name	DOB	No:	Officer
06/21/22	CRUZ PINEDA,BRYAN JOSUE	03/10/97	T-BH526797-5	
11:00 AM	N964 COUNTY RD A	Age: 25	Issued: 05/15/22	
	WATERTOWN WI, 53098			

Comments: OFFICER: BADGE #: 8, NAME: NATHANIEL J CULLEN

Charge	Description	Fine	Collected
346.63(1)(A)	OPERATING WHILE UNDER THE INFLUENCE	\$937.50	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ PINEDA,BRYAN JOSUE	03/10/97	T-BH526798-6	
11:00 AM	N964 COUNTY RD A WATERTOWN WI, 53098	Age: 25	Issued: 05/15/22	

Comments: OFFICER: BADGE #: 8, NAME: NATHANIEL J CULLEN

Charge	Description	Fine	Collected
346.63(1)(B)	OPERATING W/PAC (1ST)	\$937.50	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ PINEDA,BRYAN JOSUE	03/10/97	T-BH526799-0	
11:00 AM	N964 COUNTY RD A WATERTOWN WI, 53098	Age: 25	Issued: 05/15/22	

Comments: OFFICER: BADGE #: 8, NAME: NATHANIEL J CULLEN

Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ PINEDA,BRYAN JOSUE	03/10/97	T-BH526800-1	
11:00 AM	N964 COUNTY RD A WATERTOWN WI, 53098	Age: 25	Issued: 05/15/22	

Comments: OFFICER: BADGE #: 8, NAME: NATHANIEL J CULLEN

Charge	Description	Fine	Collected
341.04(1)	NON-REGISTRATION OF AUTO, ETC	\$175.30	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ PINEDA,BRYAN JOSUE	03/10/97	T-BH527101-1	
11:00 AM	N964 COUNTY RD A WATERTOWN WI, 53098	Age: 25	Issued: 05/15/22	

Comments: OFFICER: BADGE #: 8, NAME: NATHANIEL J CULLEN

Charge	Description	Fine	Collected
344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	GARCIA,FERNANDO	10/01/76	T-BH526784-6	
11:00 AM	104 4TH STREET BEAVER DAM WI, 53916	Age: 45	Issued: 05/01/22	

Comments: OFFICER: BADGE #: 14, NAME: TRACY S THOM

Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	WELCH,STEPHEN,WAYNE	08/03/48	T-BH527106-6	
11:00 AM	932 OCONOMOWOC PKWY OCONOMOWOC WI, 53066	Age: 73	Issued: 05/29/22	

Comments: OFFICER: BADGE #: 10, NAME: RANDY P BOLLIG

Charge	Description	Fine	Collected
346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	WESOLOSKI,TOMMY,JOSEPH	02/15/99	T-BF358570-2	
11:00 AM	N589 COUNTY ROAD T WATERLOO WI, 53594	Age: 23	Issued: 04/13/22 Inc #: 22-000165	

Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN

Charge	Description	Fine	Collected
341.04(1)	NON-REGISTRATION OF AUTO, ETC	\$175.30	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	WESOLOSKI,TOMMY,JOSEPH	02/15/99	T-BH526670-4	
11:00 AM	N589 COUNTY ROAD T WATERLOO WI, 53594	Age: 23	Issued: 04/13/22 Inc #: 22-000165	

Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN

Charge	Description	Fine	Collected
344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	WESOLOSKI,TOMMY,JOSEPH	02/15/99	T-BH526671-5	
11:00 AM	N589 COUNTY ROAD T WATERLOO WI, 53594	Age: 23	Issued: 04/13/22 Inc #: 22-000165	

Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN

Charge	Description	Fine	Collected
343.44(1)(A)	OPERATING WHILE SUSPENDED	\$200.50	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	WESOLOSKI,TOMMY,JOSEPH	02/15/99	T-BH526672-6	
11:00 AM	N589 COUNTY ROAD T WATERLOO WI, 53594	Age: 23	Issued: 04/13/22 Inc #: 22-000165	

Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN

Charge	Description	Fine	Collected
346.70(1)	FAILURE OF OPERATOR TO NOTIFY POLICE OF ACCIDENT	\$389.50	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	[REDACTED]	[REDACTED]	[REDACTED]	
11:00 AM	[REDACTED]	Age: [REDACTED]	Issued: [REDACTED] Inc #: [REDACTED]	

Charge	Description	Fine	Collected
343.05(3)(A)	[REDACTED]	\$200.50	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	[REDACTED]	[REDACTED]	[REDACTED]	
11:00 AM	[REDACTED]	Age: [REDACTED]	Issued: [REDACTED] Inc #: [REDACTED]	

Charge	Description	Fine	Collected
344.62(1)	[REDACTED]	\$200.50	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11:00 AM	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
			Inc #:	[REDACTED]

Charge	Description	Fine	Collected
346.13(3)	DEVIATION FROM DESIGNATED LANE	\$175.30	\$0.00

06/21/22	APPLEGATE,MELISSA,M	DOB: 03/10/71	No: T-BH526677-4	THOM,TRACY
11:00 AM	280 ARBOR VITAE DR MARSHALL WI, 53559	Age: 51	Issued: 05/04/22	JEFFERSON CO CIRCUIT CT
			Inc #:	22-000198

Charge	Description	Fine	Collected
346.09(3)	PASSING IN NO-PASSING ZONE	\$213.10	\$0.00

06/21/22	AYALA,GREGORIO	DOB: 11/20/81	No: C-1F80PBQ6T2	BURNS,RANDY
11:00 AM	104 E MADISON ST WATERLOO WI, 53594	Age: 40	Issued: 05/22/22	JEFFERSON CO CIRCUIT CT
			Inc #:	22-000239

Charge	Description	Fine	Collected
125.07(3)	ALLOW UNDERAGE ON LICENSED PREMISES	\$263.50	\$0.00

06/21/22	AYALA,GREGORIO	DOB: 11/20/81	No: C-1F80PBQ6T3	BURNS,RANDY
11:00 AM	104 E MADISON ST WATERLOO WI, 53594	Age: 40	Issued: 05/22/22	JEFFERSON CO CIRCUIT CT
			Inc #:	22-000239

Charge	Description	Fine	Collected
125.07(1)(A)1	SELL/PROCURE ALCOHOL TO UNDERAGE PERSON	\$389.30	\$0.00

06/21/22	CARRILLO CHAVEZ,JOSE DANIEL	DOB: 08/02/92	No: T-BH527107-0	WARNER,DAVID,N
11:00 AM	556 KNOWLTON ST APT 6 WATERLOO WI, 53594	Age: 29	Issued: 05/29/22	JEFFERSON CO CIRCUIT CT
			Inc #:	22-000253

Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

06/21/22	CARRILLO CHAVEZ,JOSE DANIEL	DOB: 08/02/92	No: T-BH527108-1	WARNER,DAVID,N
11:00 AM	556 KNOWLTON ST APT 6 WATERLOO WI, 53594	Age: 29	Issued: 05/29/22	JEFFERSON CO CIRCUIT CT
			Inc #:	22-000253

Charge	Description	Fine	Collected
344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ PINEDA,BRAYAN JOSUE	03/10/97	T-BF358572-4	CULLEN,NATHANIEL,J
11:00 AM	N964 COUNTY RD A WATERTOWN WI, 53098	Age: 25	Issued: 05/15/22 Inc #: 22-000229	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
346.63(1)(A)	OPERATING WHILE UNDER THE INFLUENCE	\$937.50	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ PINEDA,BRAYAN JOSUE	03/10/97	T-BF358573-5	CULLEN,NATHANIEL,J
11:00 AM	N964 COUNTY RD A WATERTOWN WI, 53098	Age: 25	Issued: 05/15/22 Inc #: 22-000229	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
346.63(1)(B)	OPERATING W/PAC (1ST)	\$937.50	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ PINEDA,BRAYAN JOSUE	03/10/97	T-BF358574-6	CULLEN,NATHANIEL,J
11:00 AM	N964 COUNTY RD A WATERTOWN WI, 53098	Age: 25	Issued: 05/15/22 Inc #: 22-000229	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ PINEDA,BRAYAN JOSUE	03/10/97	T-BF358575-0	CULLEN,NATHANIEL,J
11:00 AM	N964 COUNTY RD A WATERTOWN WI, 53098	Age: 25	Issued: 05/15/22 Inc #: 22-000229	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
341.04(1)	NON-REGISTRATION OF AUTO, ETC	\$175.30	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ PINEDA,BRAYAN JOSUE	03/10/97	T-BF358576-1	CULLEN,NATHANIEL,J
11:00 AM	N964 COUNTY RD A WATERTOWN WI, 53098	Age: 25	Issued: 05/15/22 Inc #: 22-000229	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
06/21/22	CRUZ-REYES,JESUS,A	12/02/84	T-BH526676-3	BURNS,RANDY
11:00 AM	507 S 2ND ST WATERTOWN WI, 53094	Age: 37	Issued: 05/03/22 Inc #: 22-000196	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00	

**Court Calendar Report**

**Report Criteria:**

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	DOB:	Ticket No:	Officer/Court Type
06/21/22 11:00 AM	GOMEZ-GARCIA,ZAUDEL 219 S WHITON SY WHITEWATER WI, 53190	06/23/03 Age: 18	C-1F80DJJ90P Issued: 05/22/22 Inc #: 22-000239	BURNS,RANDY JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
125.07(4)(B)	UNDERAGE DRINKING-POSSESS-17-20	\$263.50	\$0.00

Court Date	Name	DOB:	Ticket No:	Officer/Court Type
06/21/22 11:00 AM	LANIGAN,CORTNEY,MICHAEL 421 INDIAN HILLS DR WATERLOO WI, 53594	01/22/99 Age: 23	T-BH526795-3 Issued: 05/12/22 Inc #: 22-000218	CULLEN,NATHANIEL,J JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
346.57(5)	EXCBBEDING SPEED ZONES, ETC. (11-15 MPH)	\$175.30	\$0.00

Court Date	Name	DOB:	Ticket No:	Officer/Court Type
06/21/22 11:00 AM	MOLINA,LUISA 526 VAN BUREN ST WATERLOO WI, 53594	12/05/67 Age: 54	T-BH526786-1 Issued: 05/06/22 Inc #: 22-000200	BOLLIG,RANDY,P JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
343.44(1)(A)	OPERATING WHILE SUSPENDED	\$200.50	\$0.00

Court Date	Name	DOB:	Ticket No:	Officer/Court Type
06/21/22 11:00 AM	MONTES ANDALON,AARON 105 JACKSON ST REESEVILLE WI, 53579	07/01/79 Age: 42	C-1F80XS5WRF Issued: 05/01/22 Inc #: 22-000192	THOM,TRACY JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
278-1-946.41(1)	OBSTRUCTING AN OFFICER	\$263.50	\$0.00

Court Date	Name	DOB:	Ticket No:	Officer/Court Type
06/21/22 11:00 AM	MONTES ANDALON,AARON 105 JACKSON ST REESEVILLE WI, 53579	07/01/79 Age: 42	T-BH527001-6 Issued: 05/01/22 Inc #: 22-000192	THOMFORD,SARAH,ANNE JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
343.44(1)(B)	OPERATING WHILE REVOKED (FORFEITURE)	\$200.50	\$0.00

Court Date	Name	DOB:	Ticket No:	Officer/Court Type
06/21/22 11:00 AM	NEAVE VAQUERA,ARON 469 E MADISON STREET WATERLOO WI, 53594	07/01/93 Age: 28	T-BC845169-3 Issued: 05/07/22 Inc #: 22-000208	COFFREN,JARED JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
346.935(3)	KEEP OPEN INTOXICANTS IN MV-DRIVER	\$263.50	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	DOB	Ticket No:	Officer/Court Type
06/21/22 11:00 AM	NEAVE VAQUERA, ARON 469 E MADISON STREET WATERLOO WI, 53594	07/01/93 Age: 28	T-BC845170-4 Issued: 05/07/22 Inc #: 22-000208	COFFREN, JARED JEFFERSON CO CIRCUIT CT
	<b>Charge</b>	<b>Description</b>	<b>Fine</b>	<b>Collected</b>
	346.63(1)(A)	OPERATING WHILE UNDER THE INFLUENCE	\$937.50	\$0.00
06/21/22 11:00 AM	NEAVE VAQUERA, ARON 469 E MADISON STREET WATERLOO WI, 53594	07/01/93 Age: 28	T-BC845171-5 Issued: 05/07/22 Inc #: 22-000208	COFFREN, JARED JEFFERSON CO CIRCUIT CT
	<b>Charge</b>	<b>Description</b>	<b>Fine</b>	<b>Collected</b>
	346.63(1)(B)	OPERATING W/PAC >=0.15 (1ST)	\$937.50	\$0.00
06/21/22 11:00 AM	NEAVE VAQUERA, ARON 469 E MADISON STREET WATERLOO WI, 53594	07/01/93 Age: 28	T-BH526790-5 Issued: 05/07/22 Inc #: 22-000208	COFFREN, JARED JEFFERSON CO CIRCUIT CT
	<b>Charge</b>	<b>Description</b>	<b>Fine</b>	<b>Collected</b>
	346.05(1)	OPERATING LEFT OF CENTER	\$213.10	\$0.00
06/21/22 11:00 AM	PENN, DONELL, LAMONT 2566 N 54TH ST MILWAUKBE WI, 53210	06/11/78 Age: 43	T-BH526675-2 Issued: 04/29/22 Inc #: 22-000189	COFFREN, JARED JEFFERSON CO CIRCUIT CT
	<b>Charge</b>	<b>Description</b>	<b>Fine</b>	<b>Collected</b>
	343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00
06/21/22 11:00 AM	PEREZ HERNANDEZ, GABRIEL 2322 INDEPENDENCE LN APT 112 MADISON WI, 53704	12/23/76 Age: 45	T-BH527102-2 Issued: 05/16/22 Inc #: 22-000230	KRYSZAK, BRENTON JEFFERSON CO CIRCUIT CT
	<b>Charge</b>	<b>Description</b>	<b>Fine</b>	<b>Collected</b>
	343.44(1)(A)	OPERATING WHILE SUSPENDED	\$200.50	\$0.00
06/21/22 11:00 AM	RADL, KARA, JO 640 BLUEGRASS TRL WATERLOO WI, 53594	02/25/96 Age: 26	T-BH526793-1 Issued: 05/10/22 Inc #: 22-000215	CULLEN, NATHANIEL, J JEFFERSON CO CIRCUIT CT
	<b>Charge</b>	<b>Description</b>	<b>Fine</b>	<b>Collected</b>
	346.57(5)	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)	\$175.30	\$0.00
06/21/22 11:00 AM	REYNA, DANTAE, *NMI* 1120 LUM AVE APT #6 WATERLOO WI, 53594	08/09/02 Age: 19	T-BH527109-2 Issued: 05/30/22 Inc #: 22-000255	THOM, TRACY JEFFERSON CO CIRCUIT CT
	<b>Charge</b>	<b>Description</b>	<b>Fine</b>	<b>Collected</b>
	343.44(1)(A)	OPERATING WHILE SUSPENDED	\$200.50	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	DOB	Ticket No:	Officer/Court Type
06/21/22	RODRIGUEZ GARCIA, RAMON, E	02/09/82	T-BH526796-4	BURNS, RANDY
11:00 AM	305 GOEHL #1 WATERLOO WI, 53594	Age: 40	Issued: 05/14/22 Inc #: 22-000226	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

Court Date	Name	DOB	Ticket No:	Officer/Court Type
06/21/22	SANCHEZ, ANDREA	10/13/95	T-BH526792-0	COFFREN, JARED
11:00 AM	211 ANNA STREET WATERLOO WI, 53594	Age: 26	Issued: 05/09/22 Inc #: 22-000213	JEFFERSON CO CIRCUIT CT

Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN

Charge	Description	Fine	Collected
346.57(5)	EXCBEDING SPEED ZONES, ETC. (11-15 MPH)	\$175.30	\$0.00

Court Date	Name	DOB	Ticket No:	Officer/Court Type
06/21/22	SELMANI, SHAHI	12/11/60	T-BH526785-0	BOLLIG, RANDY, P
11:00 AM	200 HENDRICKS ST WATERLOO WI, 53594	Age: 61	Issued: 05/03/22 Inc #: 22-000195	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30	\$0.00

Court Date	Name	DOB	Ticket No:	Officer/Court Type
06/21/22	VAN DER LINDEN, AARON, MICHAEL	06/04/82	T-BH527002-0	THOM, TRACY
11:00 AM	N8071 HIGH RD WATERTOWN WI, 53094	Age: 39	Issued: 05/04/22 Inc #: 22-000198	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
346.05(1)	OPERATING LEFT OF CENTER	\$213.10	\$0.00

Court Date	Name	DOB	Ticket No:	Officer/Court Type
06/21/22	WOLDT, MADYSON, RIANNE	03/19/03	T-BH526794-2	KRYSZAK, BRENTON
11:00 AM	1588 BOULDER WAY SUN PRAIRIE WI, 53590	Age: 19	Issued: 05/11/22 Inc #: 22-000216	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

Court Date	Name	DOB	Ticket No:	Officer/Court Type
06/21/22	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11:00 AM	[REDACTED]	Age: [REDACTED]	Issued: [REDACTED] Inc #: [REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	\$175.30	\$0.00

Court Date	Name	DOB	Ticket No:	Officer/Court Type
06/21/22	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11:00 AM	[REDACTED]	Age: [REDACTED]	Issued: [REDACTED] Inc #: [REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	\$175.30	\$0.00

**Court Calendar Report**

**Report Criteria:**

Start Date	End Date	Officer	Court Type
06/01/2022	06/30/2022	ALL	ALL

Court Date	Name	Ticket	Officer/Court Type
[REDACTED]	[REDACTED]	No: [REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	Issued: [REDACTED]	[REDACTED]
		Inc #: [REDACTED]	
Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	\$175.30	\$0.00

Ticket Count: 58

**Total Fines: \$16097.50**  
**Total Payments: \$0.00**  
**Total Due: \$16097.50**

Activity Log List

Report Criteria:

Start Date	End Date	Title	Officer
06/01/2022	06/30/2022		ALL

Title	Notes	Date	Time	Officer
Traffic stop	Officer performed a traffic stop, citation issued.	06/01/2022		
Suspicious vehicle	Officers were called to a suspicious vehicle in a neighborhood. Officers handled the report.	06/04/2022		
Traffic stop	Officer conducted a traffic stop, several citations issued.	06/05/2022		
Traffic stop	Officer conducted a traffic stop, several citations issued.	06/05/2022		
Complaint	Officer filed a report for a complaint of an altercation at a business between employees.	06/06/2022		
Accident	Officer requested for mutual aid for an accident.	06/06/2022		
Traffic stop	Officer conducted a traffic stop, citation issued.	06/08/2022		
Assist Human Services	Officer requested to assist Human Services with a well check	06/08/2022		
Traffic stop	Officer conducted a traffic stop, citations issued.	06/10/2022		
Traffic stop	Officer conducted a traffic stop, citation issued.	06/10/2022		
Found property	Officer responded to a report of a bike that was found.	06/13/2022		
Death investigation	Officer conducted a death investigation.	06/13/2022		
Traffic stop	Officer conducted a traffic stop, citation issued.	06/17/2022		
	Officer issued a citation for trespassing	06/19/2022		
Theft	Officer assisted with a report of a theft from a business, citations issued.	06/20/2022		
Theft of bicycle	Officer took a report of a theft of a bicycle, it has since been recovered.	06/20/2022		
Traffic stop	Officer conducted a traffic stop, several citations issued.	06/20/2022		
Accident	Officer handled a report of an accident with two vehicles. No injuries involved.	06/21/2022		
Mutual aid	Officer was request to assist Marshall with mutual aid.	06/22/2022		
Theft of bike	Officer handled a report for a theft of a bicycle.	06/23/2022		
Accident	Officer responded for a accident in a business parking lot. Report was done.	06/24/2022		
Traffic stop	Officer conducted a traffic stop, citation issued.	06/27/2022		
Assist	Officer assisted a citizen with harassing messages that were being sent.	06/30/2022		
Traffic stop	Officer conducted a traffic stop, citation issued.	06/30/2022		



**Regular meeting of the Waterloo Water & Light Commission held July 12, 2022**

The meeting was called to order by President Tom Bergan at 7:00pm at the Waterloo Utilities office. Present were Commissioners Devin Schumann, Tim Thomas, Chuck Wallace, Superintendent Barry Sorenson, and Ben Heidemann Town and Country Engineering. Absent Vern Butzine.

**Minutes**

It was moved by Thomas, seconded by Schumann, to approve the minutes of the June 14, 2022 meeting. Motion carried.

**Expenditures**

It was moved by Bergan, seconded by Wallace, to approve the payment of the June bills as presented. Motion carried.

**Citizen Input**

None.

**Elimination of adding fluoride to municipal drinking water**

The Commission further discussed eliminating adding fluoride to the public water system. The Commission took no action, confirming their prior motion to remove adding fluoride to the public water system.

**WWTP Industrial Contracts**

It was moved by Thomas, seconded by Schumann, to recommend the proposed industrial agreements to City Council, contingent upon final recommendation by Utility Superintendent and Utility Engineer. Motion carried.

**Project updates**

Barry discussed the upcoming DOT projects. Three step down transformers to move electric load on to the new 24.9 line have been ordered.

It was moved by Thomas, seconded by Schumann, to adjourn. Motion carried.

Respectfully submitted,  
Tim Thomas  
Secretary

**List of Bills**

APG of Southern Wisconsin	43.09	NAPA Auto Parts	29.99
Alternative Technologies	470.00	North Central Lab	315.83
Axley Brynelson LLP	10,442.00	Payment Service Network	39.20
Badger Chevrolet	41,514.50	Pig	82.97
Boardman & Clark LLP	228.13	Payroll	55,816.95
Tom Bergan	105.00	Portland Sanitary District	9,300.58
BP Credit Card Center	209.81	Peak Garage Doors	2,650.24
Vern Butzine	35.00	Resco	37,178.22
City of Waterloo Treasurer	147,869.30	Richter Heating & AC	653.43
Charter Communications	244.96	SEERA	1,306.53
C&M Hydraulic Tool Supply	1,415.63	S&S Plumbing	585.00
CTW Corp	7,950.00	Devin Schumann	105.00
Core & Main	12,150.00	The Cutting Edge	406.25
F&M Bank	233.09	Town & Country Engineering	79,266.45
Electric Testing Lab Inc	1,442.68	Tim Thomas	105.00
Embroidery Professionals	34.80	United Liquid Waste Recycling	1,937.12
Environmental Express Inc	1,506.22	Universal Recycling Technologies	410.00
Forster Electrical Engineering	9,556.09	US Cellular	1,199.75
Frontier	386.68	Unifirst Corp	162.39
GFC Leasing	94.00	USA Blue Book	254.06
Grainger	130.32	UPS	138.76
Hawkins Inc	9,146.90	Visa	3,002.84
Hellenbrand ACE Hardware	101.97	Visu-Sewer Inc	1,031.25
Howie's Hardware	1,340.08	Chuck Wallace	70.00
Infosend	928.53	Waterloo Active Fire Dept	50.00
Irby	6,449.00	Waterloo Building Center	55.14
Jeff Krueger Construction	246.00	Waterloo Utilities	14,777.13
Jefferson Co Register of Deeds	30.00	WE Energies	410.67
Keeping Safety Simple	3,600.00	Wisconsin Dept. of Revenue	12,727.80
Metalworx	158.00	Wisconsin State Lab	26.00
McKay Nursery Company	10.00	WPPI Energy	263,747.85
MC Tools & Repair LLC	1,073.98	Wisconsin DNR	125.00
Midwest Meter Inc	1,123.57		

Total Disbursements      \$748,236.73

**Checking Account #102-613:**

Balance 5/31/22	\$208,354.25
Transfer	378,692.72
Disbursements	(484,216.59)
Interest	10.19
Service Charge	(23.70)
Balance 6/30/22	<u>\$102,816.87</u>

**WWTP Account #374-547 (DNR Replacement Fund)**

Balance 5/31/22	\$86,713.79
Transfer for Expenses	
Interest	10.69
Balance 6/30/22	<u>\$86,724.48</u>

**Debt Service Account #3015323:**

Balance 5/31/22	\$318,500.53
Deposit	58,650.00
Bond Payment	
Interest	178.24
Balance 6/30/22	<u>\$377,328.77</u>

**Money Market Account #110-832:**

Balance 5/31/22	86,499.05
Deposits	659,624.52
Transfer	(400,164.50)
Disbursements	(263,747.85)
Interest	120.85
Service Charge	(248.59)
Balance 6/30/22	<u>\$82,083.48</u>

**Transportation Fund**

Balance 5/31/22	\$95,052.99
Transfer	
Balance 6/30/22	<u>\$95,052.99</u>

**Construction Account:**

Balance 5/31/22	323,922.36
Construction Payment	(37,178.22)
Balance 6/30/22	<u>\$286,744.14</u>

**Avestar CD #3596 (Bond Reserve):**

Balance 5/31/22	311,573.09
Interest	
Balance 6/30/22	<u>\$311,573.09</u>

**CD #613386 (Bond Reserve):**

Balance 5/31/22	217,863.86
Interest	
Balance 6/30/22	<u>\$217,863.86</u>

**WWTP CD #2875 (DNR Replacement Fund):**

Balance 5/31/22	\$464,612.87
Interest	



## Jeanne Ritter

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**From:** info@whsadopt.org  
**Sent:** Friday, July 01, 2022 9:19 AM  
**To:** City Hall  
**Subject:** June 2022 intake numbers

Numbers for June 2022

Stray cats-0  
Surrendered cats-3  
Stray dogs-0  
Surrendered dogs-0

**From:** info@whsadopt.org <info@whsadopt.org>  
**Sent:** Wednesday, June 1, 2022 9:53 AM  
**To:** 'cityhall@waterloowi.us' <cityhall@waterloowi.us>  
**Subject:** May 2022 intake numbers

Numbers for May 2022

Stray cats-0  
Surrendered cats-0  
Stray dogs-0  
Surrendered dogs-0

**From:** [info@whsadopt.org](mailto:info@whsadopt.org) <[info@whsadopt.org](mailto:info@whsadopt.org)>  
**Sent:** Tuesday, May 3, 2022 10:53 AM  
**To:** [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)  
**Subject:** April 2022 Intake numbers

Numbers for April 2022

Stray Cats- 1  
Surrendered Cats-0  
Stray dogs-0  
Surrendered dogs-0

**From:** [info@whsadopt.org](mailto:info@whsadopt.org) <[info@whsadopt.org](mailto:info@whsadopt.org)>  
**Sent:** Friday, April 1, 2022 9:20 AM  
**To:** 'cityhall@waterloowi.us' <[cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)>  
**Subject:** March Intake Numbers

Number for March 2022

Stray Cats-0  
Surrendered Cats-0  
Stray Dogs-0  
Surrendered Dogs-0

**From:** [info@whsadopt.org](mailto:info@whsadopt.org) <[info@whsadopt.org](mailto:info@whsadopt.org)>  
**Sent:** Wednesday, March 2, 2022 9:15 AM  
**To:** 'cityhall@waterloowi.us' <[cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)>  
**Subject:** February Intake numbers

Numbers for February 2022

Stray Cats-0  
Surrendered Cats-0  
Stray Dogs-0  
Surrendered Dogs-0

**From:** [info@whsadopt.org](mailto:info@whsadopt.org) <[info@whsadopt.org](mailto:info@whsadopt.org)>  
**Sent:** Tuesday, February 1, 2022 9:26 AM  
**To:** 'cityhall@waterloowi.us' <[cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)>  
**Cc:** 'mhansen@waterloowi.us' <[mhansen@waterloowi.us](mailto:mhansen@waterloowi.us)>  
**Subject:** Numbers for January 2022

Here are the Intake numbers for January 2022.

-Amy Litscher  
Kennel Manager  
920-261-1270

Stray cats-0  
Surrendered cats-0  
Stray dogs-0  
Surrendered dogs-0

## **Minutes for June 8th 2022 CATV Board Meeting**

**1. Call to Order and Roll Call.** Meeting called to order at 6:03

Cotting, Lewandowski, Teubert present. Manager Davis present. Paula Jacobs here at the Board's invitation.

**2. Approval of Previously Unapproved Meeting Minutes:**

Regular Minutes from May 18<sup>th</sup>, 2022 meeting. Teubert/Lewandowski. Unanimous.

**3. Citizen Input.** None

**4. Manager's report.**

LaRon Davis said a lot of work done in the field, filming baseball games at Firemens Park.

**5. New Business**

**A. Possible Collaboration with KJML Adult Services**

KJML Adult Services Librarian Paula Jacobs discussed ways WLOO could collaborate with KJML to offer media arts training and services to the community through programming at the library. She shared the KJML calendar with the Board, suggested July/August as the best time to start with adult filmmaking classes. She offered to put a WLOO promotional flyer in the "Welcome Wagon" bags being made up for new residents. Materials due June 15<sup>th</sup>. The Board encouraged Jacobs to apply for one of the vacancies on the Board.

**B. Six Month Financial Review**

Cotting presented the financial information from a meeting with Treasure Tschanz and Manager Davis. 41% of the fiscal year has elapsed, WLOO has spent 33.6% of the funds approved for the 2022 budget. Only \$1,453.52 of an originally budgeted \$19,000 has been spent on videographer wages to date, due being understaffed. WLOO is 'going in the right direction' in terms of staying within the 2022 budget.

**C. Station Manager Salary Adjustment**

[NOTE: The Cable Television Regulatory Board may meet in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Board will reconvene in open session.]

**CLOSED SESSION** 6:55 Teubert/Lewandowski Unanimous

**OPEN SESSION** 6:58 Cotting/Lewandowski.

The WLOO CATV Regulatory Board approved a raise in pay for Manager LaRon Davis, effective at the beginning of the next pay period. Cotting/Lewandowski, with Teubert abstaining.

**E. School Comprehensive Plan**

Lewandowski stated a need to leave the meeting, which would mean a lack of a quorum. The agenda was re-ordered to address item E next. Cotting/Lewandowski. Unanimous.

Lewandowski presented a draft “WLOO CABLE and Waterloo School District Partnership Plan” for discussion. The Board was encouraged to think over the plan and address it at the next meeting.

#### **D. Grant Sources**

Cotting will start with local grantmaking organizations, and pursue grant opportunities for operating costs in preference to capital items. Cotting noted that WLOO visibility needs to be significantly higher than it is currently before expecting grant applications to be successful.

#### **6. Unfinished Business.**

##### **A. Change Meeting Day of the Week**

Meetings will now be every second Tuesday at 6:00. Will have to reconsider when baseball season starts.

##### **B. Official WLOO CATV Shirts and/or Hats (tabled)**

#### **7. Future Agenda Items and Announcements.**

Next Meeting: TUESDAY July 12th, 2022 at 6:00 pm

.

Jeff Robbins from the Sun Prairie Public Access Station will attend the July meeting.

Manager Davis and Laura Cotting will be meeting with Summer School teacher Leslie Fugate to plan for collaboration between WLOO CATV and her technical projects summer school class tomorrow.

#### **8. Adjournment Motion:** Cotting/Lewandowski. Unanimous.

Meeting adjourned at 7:15

Minutes respectfully submitted by Laura Cotting, WLOO CATV Board Secretary, July 12, 2022

**RESOLUTION #2022-20**

**A RESOLUTION AMENDING THE 2022 BUDGET (Amendment #1)**

WHEREAS, the City of Waterloo has levied taxes and appropriated monies for expenditures for City operations in 2022, and

WHEREAS, unforeseen circumstances and events occurred in 2022, previously unanticipated when the budget was originally adopted,

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Waterloo that the 2022 budget be amended as follows:

**AMENDMENT DUE TO INCREASE/DECREASE IN REVENUE/EXPENSE**

		<b>ORIGINAL 2022 BUDGET</b>	<b>ADJUSTMENT</b>	<b>AMENDED 2022 BUDGET</b>
<b>FUND 100 General Fund</b>				
<b>REVENUE</b>				
100-49-4930-000	Funds Applied to Budget	\$0.00	\$35,000.00	\$35,000.00
<b>EXPENSES</b>				
100-59-5927-001	Transfer to Other Funds	\$0.00	\$35,000.00	\$35,000.00
	<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>FUND 200 CATV</b>		<b>ORIGINAL</b>	<b>ADJUSTMENT</b>	<b>AMENDED</b>
<b>EXPENSES</b>				
200-55-5560-110	CATV-Salary Coordinator	\$40,575.60	(\$2,875.60)	\$37,700.00
200-55-5560-122	CATV-Wges Annoucer	\$1,000.00	(\$1,000.00)	\$0.00
200-55-5560-151	CATV-Soc Security	\$4,481.03	(\$219.00)	\$4,262.03
200-55-5560-732	CATV-Internship	\$6,000.00	(\$6,000.00)	\$0.00
200-55-5560-120	CATV-Wages Video/Asst	\$17,000.00	\$94.60	\$17,094.60
200-55-5560-354	CATV-Rep & Maint Equip	\$1,500.00	\$1,000.00	\$2,500.00
200-55-5560-399	CATV-Misc	\$2,800.00	\$1,000.00	\$3,800.00
200-55-5560-810	CATV-Outlay	\$2,000.00	\$8,000.00	\$10,000.00
	<b>TOTALS</b>	<b>\$75,356.63</b>	<b>\$0.00</b>	<b>\$75,356.63</b>
<b>FUND 650-Assignment</b>				
<b>REVENUE</b>				
650-49-4921-000	Transfer from General Fund	\$0.00	\$35,000.00	\$35,000.00
<b>EXPENSES</b>				
600-51-5190-905	Emergency Op Contingency	\$0.00	\$35,000.00	\$35,000.00
	<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>FUND 812 LIBRARY</b>				
<b>EXPENSES</b>				
812-55-5511-110	Library-Director	\$ 52,932.00	\$ 1,572.00	\$54,504.00
812-55-5511-111	Library-Catalog Librarian	\$ 44,731.00	\$ 1,339.00	\$46,070.00
812-55-5511-114	Library-Youth & Asst Director	\$ 10,752.00	\$ 1,208.00	\$11,960.00
812-55-5511-116	Library-Asst - Nutrition	\$ 32,320.00	\$ 960.00	\$33,280.00
812-55-5511-124	Library-Part Time Wages	\$ 14,314.00	\$(70.00)	\$14,244.00
812-55-5511-151	Library-Soc Security	\$ 14,231.00	\$1,023.00	\$15,254.00
812-55-5511-393	Library-Adult Programs	\$727.00	-\$250.00	\$477.00
812-55-5511-396	Library-Books Adult	\$9,000.00	\$286.00	\$9,286.00
812-55-5511-790	Library-Talking Books	1,500.00	500.00	\$2,000.00
812-55-5511-809	Library-Outlay	\$540.00	(\$540.00)	\$0.00
	<b>TOTALS</b>	<b>\$181,047.00</b>	<b>\$6,028.00</b>	<b>\$187,075.00</b>

ADOPTED at a regular meeting of the Common Council on 06/16/2022

\_\_\_\_\_  
Jenifer Quimby  
Mayor

\_\_\_\_\_  
Mike Tschanz  
Treasurer/Deputy Clerk



WATERLOO FIRE & RESCUE  
900 INDUSTRIAL LANE  
WATERLOO, WISCONSIN 53594



**Date:** June 27th, 2022

**To:** City Clerk/Treasurer's Office

**From:** Fire Chief Wesley Benisch  
Waterloo Fire & Rescue

**Regarding:** Unused vacation payout for Jason Butzine

Jason will end with 38 hours of vacation for his year and will just get paid out for it.

Approved By: 



WATERLOO FIRE & RESCUE  
900 INDUSTRIAL LANE  
WATERLOO, WISCONSIN 53594



Matt Petrie vaction time carry over.

I will allow Matt Petrie to carry over the 24 hours of vaction time from 2021 into 2022. Matt has been out sick since January and is using his sick time. He intends to use the 24 hours by the end of March instead of using all his sick time

Chief

Wesley Benisch  
Waterloo Fire Department.

employees working a nonstandard workweek a scheduled holiday shall be observed on the exact day that the holiday falls.

Library employees working a standard workweek, a scheduled holiday that falls on a Saturday shall be scheduled by the Library Director in advance of the holiday for a day of the week before that Saturday.

Library employees working a standard workweek, a scheduled holiday that falls on a Sunday shall be scheduled by the Library Director in advance of the holiday for a day of the week following that Sunday.

Any employee, who qualifies for the benefit and is obligated to work on an official holiday, shall be compensated at 1½ times their normal rate of pay, plus holiday pay. Any shift that starts on a paid holiday gets holiday pay.

Holiday pay will be equal up to a maximum of eight (8) hours of pay at the employee's straight time rate at the time of the holiday. Employees scheduled to work seven consecutive days, and their normal day off falls on a scheduled holiday, will be permitted to reschedule an alternative holiday in lieu of the scheduled holiday. The rescheduling will be subject to the approval of the Department Head. Holidays shall be taken in the year earned unless carry over is approved by the Department Head

To be eligible for holiday compensation, employees must work their scheduled workday before the holiday and their scheduled workday after the holiday. Notwithstanding any other provisions in the Employee Manual, employees absent from work the scheduled workday before and/or the scheduled workday after the holiday, shall not be eligible for holiday compensation unless the absence is pre-approved by the Department Head, such as vacation time.

Under no circumstances are employees compensated with both holiday and sick leave pay when the employee is unable to report to work on a scheduled holiday.

All holiday pay and personal time off shall be paid at straight time.

## **7.2 Vacation Policy**

The City shall grant all full-time permanent employees vacation hours as listed in Appendix F, as modified from time to time.

- A.** Vacation schedules are to be approved by the Department Heads. While due consideration may be given to the employee's convenience, the needs of the City in scheduling work shall be the controlling criterion. Preference in scheduling vacations for non-management employees shall be based upon seniority.
- B.** A vacation year will be based on the anniversary date of hire.
- C.** An employee will be paid at their regular straight time rate at the time they take their vacation.
- D.** Use of vacation leave:
  - 1. All vacation must be taken in the anniversary year in which an employee is eligible and cannot be carried over into the next vacation year. Only with prior written approval of the Department Head may an employee carry over unused vacation time into the next anniversary year for a short period of time.

## **7.3 Health Insurance**

Eligible employees may enroll in the City's current group health insurance plan. Please contact the City for specific details concerning the current group health insurance plan.

**WB-45 Cancellation Agreement and Mutual Release**

1 The undersigned Parties agree that the WB-3 Vacant Land Listing Contract  
2 insert type of contract, e.g., offer to purchase, lease, option, etc. (Contract) dated April 21, 2021, for the  
3 property located at 333 Portland Rd  
4 in the City of Waterloo, State of Wisconsin, is canceled and the Parties hereby  
5 release all of their right, title, and interest in and to the Contract, and any and all claims arising out of the transaction.

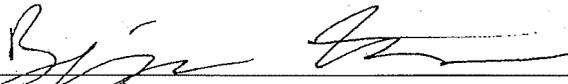
6 The Parties hereby release the Firms and their licensees from any and all liability for disbursing trust funds as directed  
7 and hereby authorize and direct the Firm or third party holding the earnest money or other trust funds to disburse the  
8 trust funds held on behalf of the Parties as follows:

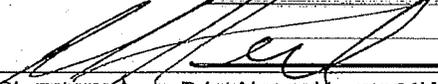
9 \$ \_\_\_\_\_ shall be disbursed to NA  
10 Address (optional): \_\_\_\_\_

11 \$ \_\_\_\_\_ shall be disbursed to NA  
12 Address (optional): \_\_\_\_\_

13 This Cancellation Agreement and Mutual Release (CAMR) shall be effective only if all Parties to the Contract have signed  
14 an identical copy of this CAMR (including signatures on separate but identical copies of the CAMR), and if the fully-  
15 executed CAMR has been delivered to the Party initiating the CAMR on or before August 10, 2022  
16 See attached Addendum A. Delivery may be made in any manner authorized in the Contract.

17 **NOTE: The Party initiating this CAMR may withdraw the CAMR prior to acceptance and delivery as provided at**  
18 **lines 13-16.**

19 (X)  July 19, 2022  
20 Party's Signature ▲ Print Name Here ► Ben Filkouski Date ▲

21 (X)  July 19, 2022  
22 Party's Signature ▲ Print Name Here ► Mike Herl Date ▲

23 (X) \_\_\_\_\_  
24 Party's Signature ▲ Print Name Here ► \_\_\_\_\_ Date ▲

25 (X) \_\_\_\_\_  
26 Party's Signature ▲ Print Name Here ► \_\_\_\_\_ Date ▲

27 (X) \_\_\_\_\_  
28 Party's Signature ▲ Print Name Here ► \_\_\_\_\_ Date ▲

29 (X) \_\_\_\_\_  
30 Party's Signature ▲ Print Name Here ► \_\_\_\_\_ Date ▲



ADDENDUM A to WB-45 Cancellation Agreement and Mutual Release

Protected Buyer's List – 333 Portland Rd Waterloo, WI

The following list of protected Buyer's shall be good for 365 days from August 10, 2022 or until August 10, 2023. This is 30 days from receiving notice of the termination of the WB-3 Vacant Land Listing Agreement dated April 21, 2021. Official termination to the WB-3 Vacant Land Listing Agreement shall be August 10, 2022. The commission owed upon closing will be 6% of the land value for the customers/clients listed below. All of the customers listed below were unrepresented upon the time of inquiry. All other compensation is null and void effective August 10, 2022.

- Griffin Armament or assigns
- Timewell Drainage Products or assigns
- Ron Griffin or assigns
- Nate Snyder or assigns
- Cameron Butler or assigns

---

BF  7/19/22  
Broker Initials

---

Seller/Client Initials



# Agreement

## Prepared for:

Chad Yerges  
117 E. Madison St  
Waterloo, Wisconsin 53594  
(920)988-9686 / dpw@waterloowi.us

## Prepared by:



Bob Reber  
C:(920)-948-8863 O:(920) 450-2757  
bob@basementrepairspecialists.com  
www.basementrepairspecialists.com



Basement Repair Specialists - Wisconsin  
 1400 S Van Dyke  
 Appleton, Wisconsin 54914  
 Phone: 855-554-RAIN (7246)

<b>Date</b>	<b>Agreement</b>
07/06/2022	551756
<b>Project Consultant</b>	

Bob Reber  
 Phone: C:(920)-948-8863 O:(920) 450-2757  
 Email: bob@basementrepairspecialists.com

## Agreement

Chad Yerges  
 117 E. Madison St  
 Waterloo, Wisconsin 53594

### Included

Product	Description	Quantity	Unit
Area 3 Permit Fee	This quote includes the cost to research permit requirements and file for a permit, if needed, including the cost of the permit.	1.00	ea
Area 3 Crack Repair Poly Urethane or Epoxy Crack Injection 1st Crack	 <p>Prepare crack for injection and clean. Apply injection epoxy over the surface of the crack and install injection ports. Inject structural foam, in order to fill crack and gaps in wall and mitigate water entry through the crack. If a crack is actively leaking at the time of the repair, additional time, material and steps are taken to repair the leak; this will result in an additional charge of \$ 250.00.</p>	1.00	ea

Product	Description	Quantity	Unit
Area 3 Crack Repair Carbon Fiber Crack Stabilization System	 <p data-bbox="821 167 1692 272">Includes grinding and grooving to prepare the foundation wall for the installation of the Carbon Fiber Crack Stabilization System with structural epoxy. This includes all materials for the installation, including labor and cleanup of any debris.</p>	1.00	ea
Area 3 Crack Repair Overhead Crack Repair 1 to 49 feet	<p data-bbox="821 459 1734 565">Prepare crack for injection and clean. Apply injection epoxy over the surface of the crack and install injection ports. Inject hydrophobic or hydrophilic grout, or a combination of these injectable foam grouts, in order to fill crack and gaps in wall and mitigate water entry through the crack.</p>	3.00	lft

**Estimated Start Date:**

On or about 08/16/2022

**Estimated End Date:**

On or about 10/15/2022

**Subtotal** \$2,379.85

**Repeat Customer** -\$118.99

**Total** \$2,260.86

Deposit (50%) \$1,130.43

Due on Date of Installation (50%) \$1,130.43

## Product Images - Included

Below is a listing of photos for the products selected.

**Area 3**  
**Crack Repair**  
**Poly Urethane or Epoxy Crack Injection**  
**1st Crack**



**Area 3**  
**Crack Repair**  
**Carbon Fiber Crack Stabilization System**



**Limited Warranty - Limited Guarantee for all Water Control, Crack Repair (injections) and Foundation Repair (with Excavation) and Piering**

Basement Repair Specialists, LLC warrants all labor and materials supplied by Basement Repair Specialists, LLC to be free from defects for a period of up to twenty (20) years after installation. In addition, if work or services to be performed were designed or intended to effectively prevent or control a basement water problem identified in the contract, Basement Repair Specialists, LLC fully guarantees that the work or services to be performed will effectively prevent or control the basement water problem they were designed or intended to prevent or control for a period of up to twenty (20) years after installation. Notwithstanding the foregoing, equipment, machinery, or other items or materials not manufactured by Basement Repair Specialists, LLC that are installed by Basement Repair Specialists, LLC under the contract are not warranted by Basement Repair Specialists, LLC in any fashion, but Basement Repair Specialists, LLC will use good faith to assist the customer with claims under any manufacturer warranties (if any exist and apply). Notwithstanding the foregoing, a three (3) year workmanship warranty applies to materials noted in the foregoing contract with an asterisk (\*). Basement Repair Specialists, LLC will use good faith to assist the customer with claims under any manufacturer warranties (if any exist and apply). Any remedial work or services to be performed under this guarantee shall begin within 45 days and be completed within 6 months after notice by the customer to Basement Repair Specialists, LLC of any failure of the waterproofing services under the contract. Notice of any claim by the customer under the guarantee shall be deemed actual notice if mailed by certified mail to Basement Repair Specialists, LLC's address as set forth in this contract. Any breach in the terms or conditions by Basement Repair Specialists, LLC shall entitle the customer to a full refund of money paid under the contract, less the value of benefits actually derived from the performed services. The customer named on this contract may transfer this warranty in its entirety provided that the new owner notifies Basement Repair Specialists, LLC in writing within thirty (30) days from the date of the property being transferred. EXCEPT FOR THE FOREGOING, BASEMENT REPAIR SPECIALISTS, LLC HEREBY DISCLAIMS AND EXCLUDES ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AGAINST DEFECTS IN DESIGN, MATERIALS AND WORKMANSHIP, AND THE WARRANTY AGAINST REDHIBITORY DEFECTS.

**Limited Warranty - Limited Guarantee for Crawlspace Encapsulation, Foundation Repair (without excavation), Column Support, Egress Windows, Glass Block Windows, Carbon Fiber (without excavation) and all other projects (unless specifically specified)**

Basement Repair Specialists, LLC warrants all labor and materials supplied by Basement Repair Specialists, LLC to be free from defects for a period of up to three (3) years after installation. In addition, if work or services to be performed were designed or intended to effectively prevent or control a basement water problem identified in the contract, Basement Repair Specialists, LLC fully guarantees that the work or services to be performed will effectively prevent or control the basement water problem they were designed or intended to prevent or control for a period of up to twenty (20) years after installation. Notwithstanding the foregoing, equipment, machinery, or other items or materials not manufactured by Basement Repair Specialists, LLC that are installed by Basement Repair Specialists, LLC under the contract are not warranted by Basement Repair Specialists, LLC in any fashion, but Basement Repair Specialists, LLC will use good faith to assist the customer with claims under any manufacturer warranties (if any exist and apply). Notwithstanding the foregoing, a three (3) year workmanship warranty applies to materials noted in the foregoing contract with an asterisk (\*). Basement Repair Specialists, LLC will use good faith to assist the customer with claims under any manufacturer warranties (if any exist and apply). Any remedial work or services to be performed under this guarantee shall begin within 45 days and be completed within 6 months after notice by the customer to Basement Repair Specialists, LLC of any failure of the waterproofing services under the contract. Notice of any claim by the customer under the guarantee shall be deemed actual notice if mailed by certified mail to Basement Repair Specialists, LLC's address as set forth in this contract. Any breach in the terms or conditions by Basement Repair Specialists, LLC shall entitle the customer to a full refund of money paid under the contract, less the value of benefits actually derived from the performed services. The customer named on this contract may transfer this warranty in its entirety provided that the new owner notifies Basement Repair Specialists, LLC in writing within thirty (30) days from the date of the property being transferred. EXCEPT FOR THE FOREGOING, BASEMENT REPAIR SPECIALISTS, LLC HEREBY DISCLAIMS AND EXCLUDES ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AGAINST DEFECTS IN DESIGN, MATERIALS AND WORKMANSHIP, AND THE WARRANTY AGAINST REDHIBITORY DEFECTS.

To keep all warranties in effect, owner must maintain downspouts, gutters, extensions of the downspouts of at least eight (8) feet, and maintain a positive slope away from the home after completion of job. Neither the materials nor workmanship are

designed to contain, control or prevent mold, and are not provided as a remedy for mold or mildew, and any and all warranties against past, present nor future mold are expressly disclaimed.

Owner understands that dust/dirt will be generated from the work to be performed and Basement Repair Specialists, LLC is not responsible for any dust/dirt. It is the Owner's responsibility to remove or cover items of personal property and provide dust barriers in doorways if desired. Basement Repair Specialists, LLC will have the public utilities locate their natural gas, telephone, and electric lines, however, the homeowner shall be responsible for locating and disclosing any underground or under concrete lines, including but not limited to, water, sewer, electrical, cable, gas/fuel lines, or any other underground or under concrete apparatus, and shall not hold Basement Repair Specialists, LLC responsible for any damage to these types of lines or utilities.

Basement Repair Specialists, LLC assumes normal foundation construction and concrete thickness and that construction conforms to standard municipal codes. If existing construction and/or concrete are not of normal construction or do not meet standard building codes, or if previous repairs are encountered, an additional charge will be required to prepare the area for proper installation. Property owners agree to pay such additional charge. If circumstances unforeseen or undisclosed substantially alter the purpose of the contract or make it impossible to perform, Basement Repair Specialists, LLC shall be entitled to all labor and material costs incurred up to the time of such discovery. Basement Repair Specialists, LLC assumes that gravel, stone or other underground debris will not be encountered. If such conditions are found, it may result in additional charges for extra labor.

#### **SCOPE OF WORK**

Company will provide the labor and materials necessary to perform the work outlined in this Contract. No work shall be done nor material furnished except as specified or subsequently agreed to in writing. The scope of work recommended is based upon observations during our inspection and information provided by homeowner. We reserve the right to make modifications necessary in our work or materials used. Any methods, materials or procedures discussed by our specialists are for general use and individual circumstances may require modifications during the installation process.

**NOTE: The price quote is guaranteed for 30 days from the date of this proposal and is subject to change thereafter**

#### **NOTICE OF WISCONSIN LIEN RIGHTS**

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BASEMENT REPAIR SPECIALISTS, LLC HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES PERFORMING, FURNISHING, OR PROCURING LABOR, SERVICE, MATERIALS, PLANS, OR SPECIFICATION FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS (AT THE ADDRESS ON THE FRONT OF THIS DOCUMENT) IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO BASEMENT REPAIR SPECIALISTS, LLC ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST PERFORM, FURNISH OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION. YOU AS OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO YOUR MORTGAGE LENDER, IF ANY. BASEMENT REPAIR SPECIALISTS, LLC AGREES TO COOPERATE WITH THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

#### **Owner's Right to Cancel**

You may cancel this agreement by mailing a written notice to **Basement Repair Specialists, LLC at 1400 S. Van Dyke Rd., Appleton, WI 54914** before midnight of the third business day after you signed this agreement. If you wish, you may use this page as that notice by writing "I hereby cancel" and adding your name and address. A duplicate of this page is provided by the seller for your records.

Initial: \_\_\_\_\_

**Payment Terms:**

Basement Repair Specialists, LLC REQUIRES A DOWN PAYMENT BEFORE THIS WORK WILL BE ADDED TO THE JOB LIST. The unpaid balance is DUE ON DATE OF INSTALLATION to Job Foreman unless otherwise specified in writing. A delinquency charge of 1 ½% per month will be charged on all accounts past due (annual percentage of 18%). Any changes from the work agreed upon will be valid only if the changes and price hereof are agreed to in writing by both parties.

**PERMIT FEES OR GOVERNMENT REQUIRED ENGINEERING FEES, IF ANY, WILL BE BILLED AT COST AT THE END OF PROJECT.**

**Acceptance of Proposal**

The above price, specifications and conditions are satisfactory and hereby accepted. Basement Repair Specialists, LLC is authorized to do the work as specified. Payments will be made as stated above. This proposal may be withdrawn by Basement Repair Specialists, LLC at any time, before the contract is fully executed. The undersigned agrees to pay all costs of collection and actual attorneys' fees in enforcing this agreement.

\_\_\_\_\_  
Homeowner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Basement Repair, Specialist

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Basement Repair, Authorized Representative

\_\_\_\_\_  
Date:



Toll Free: 855-554-RAIN (7246) Fully Insured, License # BC686374

## Chronology of the step-by-step claim and response interaction between consumers and contractors/suppliers

*Step One: Notice of Claim* - At least 90 working days before commencing an action against a contractor or window or door supplier or manufacturer, a claimant must deliver a written notice of the alleged defect to the contractor.

*Step Two: Contractor's Response* - The contractor will have 15 working days (or 25 working days if it involves a defect involving a window or door supplier) to provide the claimant with a written: (1) offer to repair or remedy the defect; (2) offer to settle the claim with a monetary payment; (3) offer of a combination of (1) and (2); (4) statement that the contractor rejects the claim and the reasons for rejecting the claim; or (5) proposal to inspect the alleged defect or perform any necessary testing.

*Step Three: Claimant's Response* - If the contractor rejects the claim, the claimant may proceed to commence an action against the contractor. The claimant must serve written notice on the contractor within 15 working days if he or she either accepts any offer or rejects an offer. Note that if the claimant has a claim against a window or door supplier or manufacturer, the claimant should contact the supplier to ensure that the supplier received a notice of the claim from the contractor.

*Step Four: Contractor's Supplemental Response* - If the claimant rejects the offer, the contractor has five working days to provide a written supplemental offer or a notice that no additional offer will be made.

*Step Five: Claimant's Response* - If the contractor has provided the claimant written notice that no additional offer will be made, the claimant may commence a lawsuit or other action against the contractor. If the claimant has received a supplemental offer from the contractor, the claimant must respond within 15 working days.

## More Highlights

- Claimants may accept settlement offers, accept them in part, or reject offers, doing so via detailed written notice.
- The law does not apply where there is no contract to construct, as in the case of purchasing an existing home.
- Remedies to claims may involve repairs, monetary payment, or a combination of repairs and payments.
- Contractors and suppliers have the right to inspect and, as appropriate, test alleged defects.
- Access must be provided in a timely fashion for inspections, tests, and repairs.
- Additional claims made or discovered after an original claim are treated as separate in terms of time and process.
- There is a different timetable and process for the claims and responses if a contractor seeks contribution from a supplier.
- Failure by the claimant, contractor, or supplier to follow the "Right to Cure Act" can result in delay or dismissal of legal or arbitration actions.

The Wisconsin Department of Commerce does not discriminate on the basis of sex, race, religion, age, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability. Reasonable accommodation, including the provision of informational material in an alternative format, will be provided for qualified individuals with disabilities upon request. Contact the Safety and Buildings Division at 608-266-3151, or TTY 608-264-8777.

## Wisconsin's Framework for Successful Communications Between Consumers and Contractors

2005 Wisconsin Act 201, the "Right to Cure Law," says that



consumers at the time of contracting for construction or remodeling work for dwellings must be provided with this brochure describing requirements for making any future claims of construction defects.

The "Right to Cure Law" also provides timetables and steps to help solve disputes and misunderstandings between consumers and contractors related to residential construction and remodeling, before going to court or arbitration.

People who feel they have a claim concerning defective workmanship or materials need to provide written notice to contractors or suppliers before any legal action may be filed. The contractors and suppliers have the opportunity and the responsibility to respond to claims.



This brochure highlights some of the provisions of the "Right to Cure" Law, and is not a complete description of the law, and is not a substitute for legal representation.

SBD-10845 (V4-R09/13/06)

The "Right to Cure Law" requires that before any dwelling construction begins, consumers must be provided with this brochure prepared by the state Department of Commerce, and the following notice:

Notice Concerning Construction Defects

Wisconsin law contains important requirements you must follow before you may file a lawsuit for defective construction against the contractor who constructed your dwelling or completed your remodeling project or against a window or door supplier or manufacturer. Section 895.07 (2) and (3) of the Wisconsin statutes requires you to deliver to the contractor a written notice of any construction conditions you allege are defective before you file your lawsuit, and you must provide your contractor or window or door supplier the opportunity to make an offer to repair or remedy the alleged construction defects. You are not obligated to accept any offer made by the contractor or window or door supplier. All parties are bound by applicable warranty provisions.

The Wisconsin Department of Commerce prepared this brochure, but does not investigate, arbitrate, or judge consumer-contractor/supplier disputes. Those disputes are solved through the "Right to Cure Law" process, by the state's court system, and, for alterations and additions, the Home Improvement Practices Code, ATCP 110, of the state Department of Agriculture, Trade, and Consumer Protection.



**The "Right to Cure Law" provides the steps and timetables to be followed in resolving any claims of dwelling construction defects by consumers against contractors or suppliers. Claims must be pursued through the "Right to Cure Law" process before arbitration or before legal action.**

If no agreement has been reached concerning the alleged defect after the structured exchange of communications between a claimant and the contractor or supplier, according to the "Right to Cure Law" process, the claimant may file a legal action in court or go to arbitration.

Construction defects can involve workmanship, materials, or code requirements in new construction or remodeling, but not maintenance or repairs.

Consumers and contractors or suppliers are bound by warranty terms for products or services. A warranty can define a construction defect.

A dwelling is any premise or portion of a premise that is used as a home or place of residence. This also includes existing driveways, sidewalks, swimming pools, patios, porches, detached garages, etc.

Claims are a request or demand to remedy a construction defect caused by a contractor or supplier. Claims may be made by owners, tenants, or property associations.

Claimants have a number of responsibilities in making timely specific written claims to contractors and suppliers.



Contractors are persons who enter into written or verbal contracts to construct or remodel a dwelling. Suppliers are persons who manufacture or provide windows or doors for a dwelling.

The steps for claims and responses are defined in the "Right to Cure Law." Claims must include specific written description of alleged defects and evidence to substantiate the nature and cause of defects. Responses to claims and other written communications must also be specific to allegations and evidence.

Contractors or suppliers must respond to a written claim within a set number of working days either by offering to repair or remedy in some fashion, by requesting an opportunity to inspect, by involving a supplier, or by rejecting the claim.

2005 Wisconsin Act 201 may be found on the Department of Commerce Web site, as can a PDF copy of this brochure: [http://commerce.wi.gov/SB/SB-Div\\_Publications.html](http://commerce.wi.gov/SB/SB-Div_Publications.html). Contact legal counsel for more information on the "Right to Cure Law," and consumer and contractor rights and responsibilities.





## We Also Offer Financing

**6 Months No Interest**

**- OR -**

**Reduced Interest - 120 Months**

**[To Apply, Click Here](#)**



Prepared for:  
City of Waterloo  
Jenifer  
Quimby

Created by:  
Everett  
Butzine  
Non-Metro  
Connections

# Service Contract - Community and Economic Development Consulting

This Service Contract (this “Contract” or this “Service Contract”), is entered into and made effective as of July 22 (the “Effective Date”), by and between City of Waterloo, with an office located at 136 N Monroe St., Waterloo (WI), 53594 (“Customer”), and Non-Metro Connections, with an office located at 329 W 3rd St., Fox Lake (WI), 53933 (“Consultant”).

**Whereas:**

1. Customer has a need for services; and
2. Consultant has an interest in performing such services for Customer; and
3. The parties wish to set forth the terms and conditions upon which such services will be provided to Customer;

**Now therefore**, in consideration of the foregoing, and the mutual promises herein contained, the parties hereby agree as follows:

## Description of Services

**Economic Development Services:**

- A. Business Retention & Expansion  
Activities associated with business retention and expansion including visits and communication with key community business stake-holders.
- B. Business Recruitment & Entrepreneurship  
Activities associated with recruitment and formation, consisting of marketing of available properties, planning new developments or redevelopment and continuation of existing programs. Activities include following up on all development leads shepherding projects from concept to implementation.
- C. Marketing & Outreach  
Activities intended to increase local and regional knowledge of Waterloo, its amenities and local businesses with a purpose of growing private investment in the community.
- D. Office Hours & Meetings  
Consultant will conduct office hours in Waterloo. Consultant will provide up to 17 hours per week in Waterloo, primarily communicating with property owners, business stake-holders and potential project partners. Consultant will attend up to two public municipal meetings a month.
- E. Any additional services (eg. grant writing, TIF analysis, etc.) will be performed at an hourly rate with written or verbal approval by the Waterloo Community Development Authority.

**Code Enforcement Services:**

1. Coordinate all issues related property maintenance.
2. Ensure code compliance by:
  - a. Conducting community inspections to identify code violations.
  - b. Efficiently responding to citizen complaints pertaining to code violations in a timely manner understanding that hours per month are very modest.
  - c. Issuing noncompliance orders.
  - d. Making recommendations on variances and appeals relating to noncompliance orders.

- e. Compile data for monthly reports as required by the Waterloo Community Development Authority.
  - f. Appear as a witness during legal proceedings.
3. Coordinate with the Police Department relating to citations and enforcement communications.
  4. Prepare and keep current public information on the municipal website and elsewhere as it pertains to code violations and code compliance.
  5. Categories of code non-compliance will include, but are not limited to:
    - a. Blight as defined by state and municipal code.
    - b. Inoperable and junked vehicles.
    - c. Outdoor storage of recreational vehicles, equipment and outdoor storage generally.
    - d. Junk, trash and debris.
    - e. Noxious weeds.
    - f. Downspout and sump pump discharges.

### **Zoning Administrator Services:**

- A. Assist in updating the city's zoning code.
- B. Review new development plans in accordance with city zoning code.
- C. Assist in the preparation of zoning changes.
- D. Additional services desired by city staff or Mayor on a case by case basis.

## **Deliverables**

Monthly update on progress of services to:

Community Development Authority  
Plan Commission

## **Project Schedule**

The contract terms are set for one-year. Contract will be automatically renewed on a month-to-month basis after July 22, 2023.

## **Pricing and Rates**

1. Economic Development Services (17/hr a week): \$52,000/year or \$4,333.34/month
  1. Additional ED Services outside of scope: \$65/hour
2. Code Enforcement Services - Residential: \$50/hour
3. Zoning Administrator Services: \$50/hour

## Payment Terms and Schedule

An itemized monthly invoice will be in a form reasonably acceptable to the Customer on or before the 1st of the month from Consultant and expected to be paid in net-30 days.

## Terms and Conditions

This independent contractor agreement is governed by the terms and conditions provided here and in **Attachment A**, attached hereto.

**IN WITNESS WHEREOF**, by their respective signatures below, the parties have caused the Contract, inclusive of Attachment A, to be duly executed and effective as of the Effective Date.

Non-Metro Connections

City of Waterloo

\_\_\_\_\_

\_\_\_\_\_

Date:\_\_\_\_\_

Date:\_\_\_\_\_

Everett Butzine

Jenifer Quimby

# Attachment A

## Service Contract Terms and Conditions

### 1. Intellectual Property Rights

#### Retained rights

Each party will retain all right, title, and interest in and to its own Pre-Existing Intellectual Property irrespective of any disclosure of such Pre Existing Intellectual Property to the other party, subject to any licenses granted herein.

#### Pre existing intellectual property

Consultant will not use any Consultant or third party Pre-Existing Intellectual Property in connection with this Contract unless Consultant has the right to use it for Customer's benefit. If Consultant is not the owner of such Pre Existing Intellectual Property, Consultant will obtain from the owner any rights as are necessary to enable Consultant to comply with this Contract.

Consultant grants Customer a non exclusive, royalty free, worldwide, perpetual and irrevocable license in Consultant and third party Pre Existing Intellectual Property, to the extent such Pre-Existing Intellectual Property is incorporated into any Deliverable, with the license including the right to make, have made, sell, use, reproduce, modify, adapt, display, distribute, make other versions of and disclose the property and to sublicense others to do these things.

Consultant will not incorporate any materials from a third party, including Open Source or freeware, into any Deliverable unless (i) Consultant clearly identifies the specific elements of the Deliverable to contain third party materials, (ii) Consultant identifies the corresponding third party licenses and any restrictions on use thereof, and (ii) approval is given by Customer in writing.

Consultant represents, warrants and covenants that Consultant has complied and shall continue to comply with all third party licenses (including all open source licenses) associated with any software components that will be included in the Deliverables or any other materials supplied by Consultant.

Consultant shall indemnify Customer against any losses and liability incurred by Customer due to failure of Consultant to meet any of the requirements in any of the third party licenses.

## **Ownership of deliverables**

Subject to Consultant and third party rights in Pre Existing Intellectual Property, all Deliverables, whether complete or in progress, and all Intellectual Property Rights related thereto shall belong to Customer, and Consultant hereby assigns such rights to Customer.

## **No rights to customer intellectual property**

Except for the limited license to use materials provided by Customer as may be necessary in order for Consultant to perform Services under this Contract, Consultant is granted no right, title, or interest in any Customer Intellectual Property.

## **2. Confidentiality**

### **Confidential information**

For purposes of this Contract, "Confidential Information" shall mean information or material proprietary to a Party or designated as confidential by such Party (the "Disclosing Party"), as well as information about which a Party (the "Receiving Party") obtains knowledge or access, through or as a result of this Contract (including information conceived, originated, discovered or developed in whole or in part by Consultant hereunder).

### **Confidential Information does not include:**

- a) information that is or becomes publicly known without restriction and without breach of this Contract or that is generally employed by the trade at or after the time the Receiving Party first learns of such information;
- b) generic information or knowledge which the Receiving Party would have learned in the course of similar employment or work elsewhere in the trade; c) information the Receiving Party lawfully receives from a third party without restriction on disclosure and without breach of a nondisclosure obligation;
- d) information the Receiving Party rightfully knew prior to receiving such information from the Disclosing Party to the extent such knowledge was not subject to restrictions on further disclosure;
- or (e) information the Receiving Party develops independent of any information originating from the Disclosing Party.

## **Customer confidential information**

The following constitute Confidential Information of Customer and should not be disclosed to third parties: the Deliverables, discoveries, ideas, concepts, software in various states of development, designs, drawings, specifications, techniques, models, data, source code, source files and documentation, object code, documentation, diagrams, flow charts, research, development, processes, procedures, "know-how", marketing techniques and materials, marketing and development plans, customer names and other information related to customers, price lists, pricing policies and financial information, this Contract and the existence of this Contract, and any work assignments authorized or issued under this Contract.

Consultant will not use Customer's name, likeness, or logo (Customer's "Identity"), without Customer's prior written consent, to include use or reference to Customer's Identity, directly or indirectly, in conjunction with any other clients or potential clients, any client lists, advertisements, news releases or releases to any professional or trade publications.

## **Non-Disclosure**

The Parties hereby agree that during the term hereof and at all times thereafter, and except as specifically permitted herein or in a separate writing signed by the Disclosing Party, the Receiving Party shall not use, commercialize or disclose Confidential Information to any person or entity.

Upon termination, or at any time upon the request of the Disclosing Party, the Receiving Party shall return to the Disclosing Party all Confidential Information, including all notes, data, reference materials, sketches, drawings, memorandums, documentations and records which in any way incorporate Confidential Information.

## **Right to disclose**

With respect to any information, knowledge, or data disclosed to Customer by the Consultant, the Consultant warrants that the Consultant has full and unrestricted right to disclose the same without incurring legal liability to others, and that Customer shall have full and unrestricted right to use and publish the same as it may see fit.

Any restrictions on Customer's use of any information, knowledge, or data disclosed by Consultant must be made known to Customer as soon as practicable and in any event agreed upon before the start of any work.

## **Public Records Law**

The Consultant has been advised and acknowledges the Customer is a municipality subject to the Wisconsin Public Records Law. Notwithstanding any other provision in this Contract to the contrary, the Consultant shall reasonably cooperate with the Customer to facilitate compliance with the Wisconsin Public Records Law, sec. 19.21, et seq., Wis. Stats., and upon request by the Customer, provide to the Customer all documents in the Consultant's possession or control which are subject to release under such law.

### **3. Conflict of Interest**

Consultant represents that its execution and performance of this Contract does not conflict with or breach any contractual, fiduciary or other duty or obligation to which Consultant is bound. Consultant shall not accept any work from Customer or work from any other business organizations or entities which would create an actual or potential conflict of interest for the Consultant or which is detrimental to Customer's business interests.

### **4. Termination**

#### **Rights to Terminate**

1. Customer may terminate this Contract and/or an individual project for its convenience, without liability at any time, upon prior 45-day written notice to Consultant.
2. Consultant may terminate this Contract upon 45-day written notice provided there are no open projects at the time notice is given.
3. Customer may terminate this Contract and/or any open projects immediately for cause if the Consultant fails to perform any of its obligations under this Contract or if Consultant breaches any of the warranties provided herein and fails to correct such failure or breach to Customer's reasonable satisfaction within ten (10) calendar days (unless extended by Customer) following notice by Customer. Customer shall be entitled to seek and obtain all remedies available to it in law or in equity.
4. Upon termination by the Customer of any project or work given Consultant hereunder, Consultant will immediately provide Customer with any and all work in progress or completed prior to the termination date. As Customer's sole obligation to Consultant resulting from such termination, Customer will pay Consultant an equitable amount as determined by Customer for the partially completed work in progress and the agreed to price for the completed Services and/or Deliverables provided and accepted prior to the date of termination. The Consultant shall not be entitled to any compensation for partially completed projects or work if the Consultant terminates this Contract for any reason other than material breach by the Customer after refusal to cure for at least 10 days.

5. Upon termination or expiration of this Contract or a project performed by Consultant hereunder, whichever occurs first, Consultant shall promptly return to Customer all materials and or tools provided by Customer under this Contract and all Confidential Information provided by Customer to Consultant.

6. Any provision or clause in this Contract that, by its language or context, implies its survival shall survive any termination or expiration of this Contract.

## 5. Warranties

### **Consultant warrants that:**

1. the Services and Deliverables are original and do not infringe upon any third party's patents, trademarks, trade secrets, copyrights or other proprietary rights,
2. it will perform the Services hereunder in a professional and workmanlike manner,
3. the Deliverables Consultant provides to Customer are new, of acceptable quality free from defects in material and workmanship and will meet the requirements and conform with any specifications agreed between the parties,
4. it has all necessary permits and is authorized to do business in all jurisdictions where Services are to be performed,
5. it will comply with all applicable federal and other jurisdictional laws in performing the Services,
6. it has all rights to enter into this Contract and there are no impediments to Consultant's execution of this Contract or Consultant's performance of Services hereunder.

## 6. Inspection and Acceptance

### **Non-conforming services and deliverables**

If any of the Services performed or Deliverables delivered do not conform to specified requirements, Customer may require the Consultant to perform the Services again or replace or repair the non-conforming Deliverables in order to bring them into full conformity with the requirements, at Consultant's sole cost and expense.

When the defects in Services and/or Deliverables cannot be corrected by re-performance, Customer may: (a) require Consultant to take necessary action, at Consultant's own cost and expense, to ensure that future performance conforms to the requirements and/or (b) reduce any price payable under the

applicable project to reflect the reduced value of the Services performed and/or Deliverables delivered by Consultant and accepted by Customer.

If Consultant fails to promptly conform the Services and/or Deliverables to defined requirements or specifications, or take action deemed by Customer to be sufficient to ensure future performance of the project in full conformity with such requirements, Customer may (a) by contract or otherwise, perform the services or subcontract to another Consultant to perform the Services and reduce any price payable by an amount that is equitable under the circumstances and charge the difference in re-procurement costs back to Consultant and/or (b) terminate the project and/or this Contract for default.

## **7. Insurance**

Consultant shall maintain adequate insurance coverage and minimum coverage limits for its business as required by any applicable law or regulation, including Workers' Compensation insurance as required by any applicable law or regulation, or otherwise as determined by Consultant in its reasonable discretion. Consultant's lack of insurance coverage shall not limit any liability Consultant may have under this Contract.

## **8. Miscellaneous**

### **Assignment**

Consultant shall not assign any rights or obligations of this Contract or any other written instrument related to Services and/or Deliverables provided under this Contract, and no assignment shall be binding without the prior written consent of Customer.

### **Governing law**

The Parties shall make a good-faith effort to amicably settle by mutual agreement any dispute that may arise between them under this Contract. The foregoing requirement will not preclude either Party from seeking injunctive relief as it deems necessary to protect its own interests. This Contract will be construed and enforced in accordance with the laws of the State of Wisconsin, excluding its choice of law rules.

### **Severability**

The Parties recognize the uncertainty of the law with respect to certain provisions of this Contract and expressly stipulate that this Contract will be construed in a manner that renders its provisions

valid and enforceable to the maximum extent possible under applicable law.

To the extent that any provisions of this Contract are determined by a court of competent jurisdiction to be invalid or unenforceable, such provisions will be deleted from this Contract or modified so as to make them enforceable and the validity and enforceability of the remainder of such provisions and of this Contract will be unaffected.

### **Independent contractor**

Nothing contained in this Contract shall create an employer and employee relationship, a master and servant relationship, or a principal and agent relationship between Consultant and Customer. Customer and Consultant agree that Consultant is, and at all times during this Contract shall remain, an independent contractor.

The Consultant shall not be deemed an employee for any purpose (including Federal or State tax purposes) nor be entitled to participate in any plans, arrangements or distributions made by the Customer pertaining to or in connection with any bonus, health or other insurance plan or pension or profit sharing plan maintained by the Customer for the benefit of its employees. Any persons whom the Consultant provides for service under this Contract are employees and/or the responsibility of the Consultant and are not employees or the responsibility of the Customer. The Consultant shall not, at any time, represent itself to be anything other than an independent contractor with regard to the Customer. The Consultant shall be solely responsible for all federal and state obligations resulting from all payments received including, but not limited to, State and Federal income taxes and social security taxes.

Neither party shall be considered the agent of the other and absent further written authorization, neither party has general authority to enter into contracts, assume any obligation or make any warranties or representations on behalf of the other.

The Consultant hereby agrees to furnish the Customer with its taxpayer identification number (or social security number) prior to commencement of work under this Contract. Failure or delay in furnishing social security numbers or taxpayer identification numbers may result in the withholding of amounts due to the Consultant from the Customer.

### **Force majeure**

Neither Party shall be liable for any failure to perform under this Contract when such failure is due to causes beyond that Party's reasonable control, including, but not limited to, acts of state or governmental authorities, acts of terrorism, natural catastrophe, fire, storm, flood, earthquakes, accident, and prolonged shortage of energy.

In the event of such delay the date of delivery or time for completion will be extended by a period of time reasonably necessary by both Consultant and Customer. If the delay remains in effect for a period in excess of thirty days, Customer may terminate this Contract immediately upon written notice to Consultant.

**Entire contract**

This document and all attached or incorporated documents contains the entire agreement between the Parties and supersedes any previous understanding, commitments or agreements, oral or written. Further, this Contract may not be modified, changed, or otherwise altered in any respect except by a written agreement signed by both Parties.

**No Third-Party Beneficiaries**

This Contract is intended solely to regulate the obligations of the parties hereto with respect to one another. Nothing in this Contract is intended to create, admit or imply any liability to any third-party nor to provide any benefit to any person, firm, corporation or governmental or non-governmental entity not a party to this Contract.

City of Waterloo

Non-Metro Connections

\_\_\_\_\_

\_\_\_\_\_

Date:\_\_\_\_\_

Date:\_\_\_\_\_

Jenifer Quimby

Everett Butzine

BIDDER'S COMPANY NAME: \_\_\_\_\_

# CITY OF WATERLOO REQUEST FOR PROPOSAL

## CODE COMPLIANCE OFFICER SERVICES

Issued February 11, 2021

Submittal Deadline:  
March 15, 2021, 3:00 p.m.

Prepared By:

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

v- 920-478-3025

f- 920-478-2021

email – [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)

web – [www.waterloowi.us](http://www.waterloowi.us)

REQUEST FOR PROPOSALS  
CODE COMPLIANCE OFFICER SERVICES  
February 11, 2021

The City of Waterloo ("City") is seeking proposals from individuals with municipal code enforcement and code compliance work history and/or a building inspection firms with qualified individuals as employees -- to provide contract Code Compliance Officer Services. The desired contract term is three years. The individual or firm submitting a reply to this request should have at least two (2) years of experience in this area of work, or comparable.

One digital copy must be received no later than March 15, 2021, 3:00 p.m. Proposals delivered or received after the submittal deadline shall be considered late and rejected. There are no exceptions to this requirement. The Proposal must be submitted via email with "Code Compliance Services" in the subject and addressed to: [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us). Inquiries regarding this RFP should be directed to the Clerk/Treasurer at 920-478-3025, [mhansen@waterloowi.us](mailto:mhansen@waterloowi.us).

BACKGROUND

The City of Waterloo located in Jefferson County has a population of 3,341. The City operates under a Mayor-Council form of government. It currently contracts with SafeBUILT for building inspection services including plan review and the issuance of permits for new construction.

This request for proposal is specific to code compliance services.

SCOPE OF SERVICES

The City is requesting proposals from firms or individuals, hereinafter referred to as "Contractor", for code compliance services. The anticipated start of services under the proposed contract would begin April 15, 2021.

The Contractor shall be required to perform the following job functions in a manner consistent with Wisconsin Uniform Dwelling Code and other state and municipal codes relating to the elimination of blight. Anticipated hours per month are estimated at five to ten.

1. Coordinate all issues related property maintenance.
2. Ensure code compliance by:
  - a. Conducting community inspections to identify code violations.
  - b. Efficiently responding to citizen complaints pertaining to code violations in a timely manner understanding that hours per month are very modest.
  - c. Issuing noncompliance orders.
  - d. Making recommendations on variances and appeals relating to noncompliance orders.
  - e. Compile data for monthly reports as required by the Waterloo Community Development Authority.
  - f. Appear as a witness during legal proceedings.
3. Coordinate with the Police Department relating to citations and enforcement communications.
4. Prepare and keep current public information on the municipal website and elsewhere as it pertains to code violations and code compliance.
5. Categories of code non-compliance will include, but are not limited to:
  - a. Blight as defined by state and municipal code.
  - b. Inoperable and junked vehicles.
  - c. Outdoor storage of recreational vehicles, equipment and outdoor storage generally.
  - d. Junk, trash and debris.
  - e. Noxious weeds.
  - f. Downspout and sump pump discharges.

## REQUIREMENTS

All records shall remain on-site at the Waterloo Municipal Building. All the municipal records and all other such inspections information and records as developed by the individual/firm for the City shall be records of the City and shall be owned and possessed by the City.

The City will provide suitable office space in City Hall and will provide internet access, and file cabinets. In addition, the contractor will have use of a copier, scanner and fax machine. The office space and equipment shall only be used for City code compliance work.

The individual/firm selected will not be permitted to assign, subcontract or transfer the work of providing code compliance services without the prior written approval of the City.

To the fullest extent permitted by law, the individual/firm, its agents, servants, officers or employees shall indemnify and hold harmless the City, including, but not limited to, its respective elected and appointed officials, officers, employees and agents, from all claims brought by any person or entity whatsoever, arising from any act, error, or omission of the contractor during the contractor's performance of the agreement.

The contractor shall maintain insurance coverage to protect against claims, demands, actions, and causes of action, arising from any act or omission of the contractor, his agents and employees in the execution of work. Certificates of insurance by a company authorized to transact business in the State of Wisconsin shall be supplied to the municipality.

Limits of liability shall not be less than:

	With-in Statutory Requirements
Workers Compensation	
Bodily injury per person	\$1,000,000
Property Damage each occurrence	\$1,000,000
Comprehensive Auto Liability Including Non-Ownership Coverage	
Per occurrence	\$1,000,000
Professional Liability (errors & omissions)	\$1,000,000

The City shall not be liable for any costs incurred by the bidder in responding to this Request for Proposal, or for any costs associated with discussions required for clarification of items related to this proposal.

The City reserves the right to reject all submittals, waive any irregularities, reissue all or part of this Request for Proposal, and not award any contract, all at its discretion and without penalty.

## SELECTION CRITERIA

In addition to an acceptable compensation rate, the successful contractor will be the one that most successfully demonstrates the following:

1. Working knowledge of, and experience with code compliance.
2. Knowledge and understanding of all applicable codes.
3. Successful experience in providing code compliance services to a municipality of similar size.
4. An ability to ensure regular inspection coverage.
5. Demonstration of a high level of accuracy in code compliance matters.
6. Evidence of positive client interaction/service from previous or existing municipal clients.
7. Familiarity with Waterloo.

## FORM OF PROPOSAL

One digital copy must be received no later than March 15, 2021, 3:00 p.m. Proposals delivered or received after the submittal deadline shall be considered late and rejected. There are no exceptions to this requirement. The Proposal must be submitted via email with "Code Compliance Services" in the subject and addressed to: Mo Hansen, Clerk-Treasurer: [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)

All proposals shall be made as follows:

1. Cover Letter
2. Detailed response to all SELECTION CRITERIA, above.
3. Detailed Financial Proposal to include:
  - a. Compensation rate to provide the services described in the above and in accordance with the laws of the State of Wisconsin.
4. Names and qualifications of key employees including the name and qualifications of the person in the contractor's employ who will be primarily responsible for code compliance activities for the City.
5. The proposals shall identify references from municipal clients for which the firm/individual to be assigned as the City's point of contact for the work to be performed has provided inspection services within the past three (3) years. References must include the name, title, address and business phone number of the contact person.
6. Identify the date when the bidder will be available to begin providing inspection services to the City.
7. All individuals/firms submitting proposals are advised to carefully inspect the City, the entire records and facilities of the City and examine the above referenced specifications for the proposed work and judge for themselves the circumstances affecting the cost of the work or the time requirements for its completion. Failure to do so will not relieve the successful bidder of the obligation to furnish and perform the work, to carry out the provisions of the contract, and to complete the contemplated work for consideration set forth in this proposal.
8. Any additional information which you/your firm feels necessary.

During the evaluation process, the City reserves the right to request additional information or clarifications from proposers, or to allow corrections of errors or omissions. At the discretion of the City, contractors submitting proposals may be requested to make oral presentations as part of the evaluation process.

The City reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the contractor of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City and the contractor selected.

It is anticipated the selection of an inspection contractor will be completed by April 1, 2021.



[info@non-mc.com](mailto:info@non-mc.com)

329 W 3<sup>rd</sup> St. Fox Lake, WI 53933

(920) 203-3859

July 19, 2022

Waterloo City Hall  
Attn: CDA  
136 North Monroe Street  
Waterloo, WI 53594

Re: Downtown Master Plan Proposal

Dear CDA:

Non-metro Connections is interested in submitting a proposal for drafting a Downtown Master Plan for the City of Waterloo, and as such, is submitting the following for your consideration. Non-Metro Connections plans to utilize Short Elliot Hendrickson, Inc. as a subconsultant for the process of drafting of the Downtown Master Plan.

1. **Scope of Work**

**Public Engagement Event (PIW #1)**

- Meeting Activities: SWOT, Dot Map Exercise
- Preparation:
  - SWOT Boards (NMC)
  - Poster Board w/ Dot Exercise (SEH)
  - Advertising prior to the event (NMC)

**Public Information Workshop 2 (PIW #2) – Steering Committee Meeting (SC #1)**

- Meeting Activities: Walking tour - Expanded SWOT - Site specific opportunities exercise
- Preparation:
  - Aerial map w/stops and areas of notes (NMC)
  - Site specific opportunities map (NMC)
  - Expanded SWOT Exercise (SEH)

**PIW #3 – SC #2**

- Meeting Activities: Project priority ranking exercise – Visual Preference Survey (VPS)
- Preparation:
  - Matrix to prioritize/rank projects (NMC)
  - Prepare high level cost estimates for projects (SEH)
  - VPS (NMC & SEH)

**PIW #4 - SC #3**

- Meeting Activities: Report back on priority sites – Present & discuss four 2D renderings
- Preparation:
  - Poster board or handout with prioritized projects & sites (NMC & SEH)
  - Four 2D renderings (SEH)

**NMC additional responsibilities:**

- Prepare Waterloo Downtown Master Plan.
- Advertise public meetings, publish public hearing and meeting notices.
- Coordinate public meeting & steering committee meeting locations, room arrangements and other logistics for public meetings.
- Lead communications with the City of Waterloo.

**City of Waterloo responsibilities:**

- Assist NMC with Advertise public meetings, publish public hearing and meeting notices.

**2. Schedule**

Consultant will start services promptly (9/1). Consultant will finalize a project timeline with the subconsultant during initial project kick-off meeting and report back to the City of Waterloo. Consultant estimates services will take approximately 6 months to complete.

3. Payment

Cost of Services	
SHE, Inc.	\$18,750
NMC	\$6,500
Photography	\$500

Not to exceed \$25,750

Payment Schedule		
Downpayment (9/1)	25%	\$6,437.50
November 1st	25%	\$6,437.50
Completion	50%	<u>\$12,875</u>

Thank you for reviewing this proposal and your consideration.

Sincerely,

Everett Butzine



136 North Monroe Street  
Waterloo, WI 53594-1198  
Phone: (920) 478-3025  
Fax: (920) 478-2021  
[www.waterloowi.us](http://www.waterloowi.us)

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**RESOLUTION #2022-25**  
**Petition For County Highway Aid**

**Whereas**, the City of Waterloo as attached, petitions Jefferson County for highway aid as stated in the attached.

**Therefore, Be It Resolved**, that the City of Waterloo directs the attached petition to be signed by the Mayor and Clerk/Treasurer and directed to the County for its consideration, as is annually carried out.

**PASSED AND ADOPTED** this \_\_\_\_\_, 2022.

**City of Waterloo**

Signed:

\_\_\_\_\_  
Mayor Jenifer Quimby

Attest:

\_\_\_\_\_  
Jeanne Ritter, Clerk/Deputy Treasurer

# 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 21 day of July, 2022, 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 21 day of July, 2022.

City of Waterloo

Michael W. T.

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