



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

## PUBLIC NOTICE OF A COMMITTEE MEETING OF THE COMMON COUNCIL OF THE CITY OF WATERLOO

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public & news media, that the following meeting will be held:

**COMMITTEE:** PUBLIC WORKS & PROPERTY COMMITTEE  
**DATE:** March 2, 2023  
**TIME:** 6:30 p.m.  
**LOCATION:** Municipal Building Council Chambers, 136 N. Monroe Street (in-person or remote)

Join Zoom Meeting <https://us02web.zoom.us/j/83397187123?pwd=Y1dCaHhRWmF5MWxYbVNuQ2VKMWQ0Zz09>  
Meeting ID: 833 9718 7123 Passcode: 010134  
+1 312 626 6799 US (Chicago)

### COMMITTEE REGULARLY SCHEDULED MEETING

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES – February 2, 2023
3. CITIZEN INPUT / PUBLIC COMMENT (3 minutes per individual)
4. PROJECT OVERSIGHT & UPDATES
  - a. Waterloo Road Funding
5. UNFINISHED BUSINESS
6. NEW BUSINESS
  - a. 2023-03 Ordinance §350-6 Vehicles and Traffic – A. Including McKay was as a designated route. B. including contracted Garbage Trucks and Municipal Trucks. Semi operation/parking on side streets.
  - b. 2023-04 Parking on Non-Paved areas §350-7 – wording to contain No parking vehicles, semis, trailers, motor home except on a hard surface. Parking is allowed in the side and rear yards on a hard surface with a minimum setback of 2 ½ feet from the side and rear lot lines. Per DPW recommendation
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS -- Committee Calendar
8. ADJOURNMENT

Jeanne Ritter  
Clerk/Deputy Treasurer

Committee Members: Weihert, Petts and A. Kuhl

posted, e-mailed & distributed: 02/24/2023

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**  
**PUBLIC WORKS & PROPERTY COMMITTEE MEETING MINUTES: February 2, 2023**  
Digital audio files are archived with these written minutes additionally serving as the official record.

**COMMITTEE REGULARLY SCHEDULED MEETING**

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER AND ROLL CALL. Weihert called the meeting to order at 6:30 pm. Committee members present: Petts, A. Kuhl & Weihert. Absent: none. Others in attendance: Mayor Quimby; Alderperson Tim Thomas; Alderperson C. Kuhl; Alderperson Ron Griffin; Alderperson S. Cummings; Police Chief D. Sorenson; Utility Supervisor B. Sorenson DPW Yerges; Clerk Ritter and Maureen Giese.
2. APPROVAL OF MEETING MINUTES – January 5, 2023 [Petts/A. Kuhl] VOICE VOTE: Motion carried.
3. CITIZEN INPUT / PUBLIC COMMENT Maureen Giese spoke on Cemetery signs.
4. PROJECT OVERSIGHT & UPDATES – Yerges spoke on Waterloo Road. Bids should be going out in the next month from Kunkel.
5. UNFINISHED BUSINESS
6. NEW BUSINESS
  - a. Winter Parking Ordinance. Yerges requested that future winter parking request go to him and police chief for approval. If request is denied applicant would have option to go before Council for approval. [A.Kuhl/Petts]correct wording and send to council for approval. VOICE VOTE: Motion carried.
  - b. 15 Minute Parking for one stall on E. Madison. No action taken.
  - c. Dead or Hazardous Trees on Private Property. Tabled. Would like staff and attorney to do more work on. [A. Kuhl/Petts] VOICE VOTE: Motion carried.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.
8. ADJOURNMENT [A.Kuhl and Petts] VOICE VOTE: Motion carried. 7:04 pm

Jeanne Ritter  
Clerk/Deputy Treasurer

March 2, 2023

To: Public Works Commission and Chad Yerges

In the Fall of 2022, a sign for the Cemetery in back of the Museum was discussed. This lack of a cemetery sign was brought to the attention of Public Works Commission by Maureen Giese, and Noele Reynolds of the Waterloo Area Historical Society.

The cemetery was designated in **1865** as a death of an early settler was evident. The Village Trustees /Board at that time, decided the area between S. Washington and S. Monroe St. Unfortunately, no sign was made. This area adjoins our Society/Museum building.

Suggestions were discussed and Public Works Director submitted a sign idea sign found for Washington Cemetery, in Portland. A metal sign example was submitted showing Washington Cemetery etc. with a green and white trim background. **It was understood that this was the entrance sign to the Portland Cemetery. As only the top part was viewed on a Smart Phone.**

As a result of this example, a metal sign was made using the same Waterloo green and white background as in the **Waterloo Population sign, same size, etc.** with proper notation of City Cemetery, etc. The sign was made and ready to be installed.

**Fast forward to Feb. 2023. WAHS** was contacted to help research the Heil family. In the process of researching the Heil surname, a Heil Street sign was noticed in the Portland area. The sign and road led to the near Portland Cemetery. **The sign at the entrance to the Portland Cemetery was a white wooden sign with proper notation front and back, even supported by the D.A.R. due to the Civil War veterans buried there.**

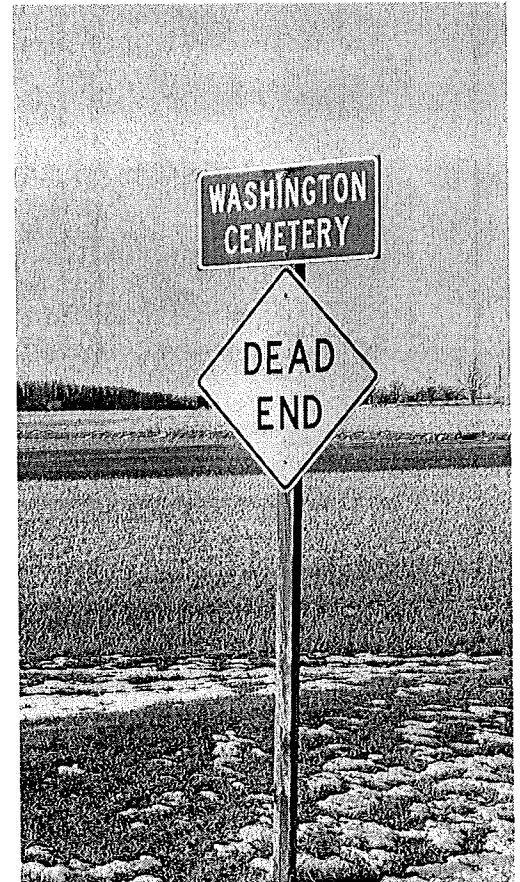
Public Works director was contacted and asked **"Where is the green metal sign that was presented and passed re: City of Waterloo Cemetery ?** The attached (not in color) was sent and my reply was **"that Washington Cemetery sign means the end of the road, not the entrance to Washington Cemetery as reported."**

**I regard this as false representation as only the top green Washington Cemetery was shown to Commission members and myself too.**

I am not sure how this simple task of creating a sign for the first cemetery in the village /city got so tangled up in decision making...but in reading State & National Cemetery signage the first point is having a dignified sign that has the name of the cemetery, and possible information on sections EX: Section 1 A to G Burial names, etc..

**As I feel I was part of all this discussion and not completely understanding the Smart Phone picture shown.... I will gladly pay and design with Commission review a new sign that honors the history of those early veterans, and early settlers buried there.**

**Let's do what is right and honorable to all.**



*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

**§ 350-6 Heavy traffic routes.**

A. Routes designated. The following streets and parts of streets within the City are hereby designated heavy traffic routes:

- (1) STH 19.
- (2) STH 89.
- (3) CTH O, unless otherwise designated by the Jefferson County Board.

**(4) McKay Way**

B. Travel prohibited. No vehicle, except a motor bus, **contracted garbage trucks or municipal trucks** which is not equipped with pneumatic tires or has a combined vehicle load weight exceeding 10,000 pounds shall be operated or moved on any street or alley not a part of the heavy traffic route designated in Subsection A above except for the purpose of obtaining orders for or moving or delivering supplies or commodities to or from a place of business or residence facing thereon, provided that in no event shall the weight of the vehicle and load on such other street exceed the limitations of §§ 348.15 and 348.16(3), Wis. Stats.

C. Signs. The Director of Public Works, upon recommendation of the Police Chief, shall cause to be secured and erected appropriate signs to give notice of the heavy traffic routes.

**§ 350-7 Parking restrictions.**

**[Amended by Ord. No. 88-2]**

A. Stopping, standing and parking regulated. Pursuant to § 349.13, Wis. Stats., the authority to regulate the stopping, standing and parking of vehicles is delegated to the Chief of Police, subject to control of the Council. The Chief, with the cooperation of the Director of Public Works, is hereby authorized to designate and sign streets, or portions thereof, where the stopping, standing or parking of vehicles is prohibited at all times or during certain designated hours.

B. Parking on certain streets prohibited. Unless specifically otherwise provided, no person shall park a vehicle at any time upon the following streets or portions thereof:

- (1) On both sides of South Jackson Street, from its intersection with West Madison Street south to its intersection with Polk Street.
- (2) On the east side of Harrison Street, from its intersection with West Madison Street south to its intersection with Taylor Street.
- (3) On the south side of West Madison Street, from its intersection with South Jackson Street west 144 feet.
- (4) On both sides of STH 19, from its intersection from the west line of Central Avenue extended northerly across STH 19 to its intersection with the east line of Grove Street extended northerly through STH 19.  
**[Added by Ord. No. 91-4]**

(5) On the south side of West Porter Street, from Monroe Street to Minnetonka Way. **[Added by Ord. No. 93-7]**

(6) On both sides of West Madison Street, from Canal Road to Minnetonka Way. **[Added by Ord. No. 95-**

- (7) On the north side of Knowlton Street, from its intersection with South Monroe Street west to its intersection with McKay Way. **[Added by Ord. No. 1-01; amended by Ord. No. 02-6; 4-5-2012 by Ord. No. 2012-02]**
  - (8) On the north side of McKay Way, from its intersection with STH 19 east to Knowlton Street. **[Added by Ord. No. 1-01; amended by Ord. No. 02-6; 4-5-2012 by Ord. No. 2012-02]**
  - (9) On the East side of Minnetonka Way, from its intersection with East Indian Hills Drive to 175 feet north of West Madison Street between the hours of 4:00 p.m. and 7:00 p.m., except Saturdays, Sundays and holidays. **[Added 8-4-2005 by Ord. No. 2005-2]**
  - (10) On the south side of East Madison Street, from its intersection with Adams Street to 105 feet west of Adams Street. **[Added 1-3-2008 by Ord. No. 2008-01]**
  - (11) On the west side of South Jackson Street, from its intersection with Polk Street south to its intersection with Knowlton Street. **[Added 7-16-2009 by Ord. No. 2009-13]**
  - (12) On the west side of South Washington Street, from a point 200 feet north of Leschinger Street south to its intersection with Knowlton Street. **[Added 11-5-2009 by Ord. No. 2009-16]**
  - (13) On the south side of Franklin Street, from its intersection with Edison Street east to its intersection with North Monroe Street. **[Added 6-6-2013 by Ord. No. 2013-02]**
  - (14) On the south side of Taylor Street, from its intersection with Harrison Street to 142 feet east of Harrison Street. **[Added 11-7-2013 by Ord. No. 2013-04]**
  - (15) On the east side of Lexington Way, south from its intersection with Derby Lane, 422 feet to 436 feet. **[Added 6-18-2015 by Ord. No. 2015-04]**
  - (16) On the west side of North Monroe Street 40 feet north of Anna Street and 172 feet south of Henry Street. **[Added 9-17-2020 by Ord. No. 2020-09]**
- C. Limited time four-hour parking at all times. Unless specifically otherwise provided, no person shall park a vehicle for any longer than four hours upon the following streets or portions thereof: **[Added 8-19-2021 by Ord. No. 2021-01B]**
- (1) The south side of Knowlton Street, from its intersection with Van Buren Street west to its intersection with McKay Way.
- D. Limited time parking at all times. Unless specifically otherwise provided, no person shall park a vehicle for any longer than two hours upon the following streets or portions thereof:
- (1) On the west side of Harrison Street, from its intersection with West Madison Street south to its intersection with Taylor Street.
  - (2) On the south side of West Madison Street, from its intersection with Harrison Street east 238 feet.
  - (3) On the south side of McKay Way, from its intersection with Knowlton Street west to a point 258 feet east of STH 19. **[Added 4-5-2012 by Ord. No. 2012-02]**
- E. Limited time parking during certain hours. Unless specifically otherwise provided, between the hours of 8:00 a.m. and 5:00 p.m., except on Sundays and legal holidays, no person shall park a vehicle for any longer than two hours upon the following streets or portions thereof:

- (1) On the south side of East Madison Street, from its intersection with South Monroe Street easterly to its intersection with South Washington Street, except the first parking stall east of South Monroe Street which shall have a fifteen-minute time limit. **[Amended 6-16-2011 by Ord. No. 2011-03]**
  - (2) On the north side of East Madison Street, from its intersection with North Monroe Street easterly to its intersection with Mill Street.
  - (3) On both sides of South Monroe Street, from its intersection with East and West Madison Streets southerly to Taylor Street.
  - (4) On North Monroe Street, from its intersection with East and West Madison Streets northerly to and including 176 North Monroe Street.
  - (5) On West Madison Street, from its intersection with North and South Monroe Streets westerly to North and South Jackson Streets.
- F. Parking in parking lots regulated. No person shall park any vehicle in any public parking lot for more than 24 hours without the permission of the Police Department or by permit as hereinafter set forth. **[Amended by Ord. No. 93-1]**
- (1) Unlimited parking by permit shall be permitted on a monthly basis in 13 individually assigned stalls behind the Municipal Building on North Monroe Street and five individually assigned stalls located on the east end of the Taylor Street Parking Lot which is located immediately west of 211 South Monroe Street. The permit shall be issued as stated in the City of Waterloo Fee Schedule. Applications shall be obtained, completed and paid for at the office of the City Clerk-Treasurer. **[Amended by Ord. No. 5-00; 2-7-2008 by Ord. No. 2008-02; 1-7-2010 by Ord. No. 2010-02; 12-2-2021 by Ord. No. 2021-09]**
  - (2) (Reserved)
  - (3) Reserved parking stalls shall be designated by signs installed at the direction of the Police Department, and the Police Department shall be authorized to tow any nonpermitted vehicles, the cost of towing to be paid by the operator/owner in addition to the forfeiture for parking violation.
  - (4) Permit holders are responsible for complying with rules set forth by the Department of Public Works. Failure to comply shall result in revocation of a parking permit. **[Amended by Ord. No. 5-00]**
  - (5) The permit must be displayed as required on the permit whenever a vehicle is parked in the reserved parking space. Failure to display the permit, as required, shall result in vehicle parking violations and subject the vehicle to being towed at the expense of the operator/owner.
- G. All-night parking on certain streets regulated. No person, except a licensed physician on an emergency call, shall park a vehicle between 3:00 a.m. and 5:00 a.m. on any day on the following streets or parking lots: **[Amended by Ord. No. 93-1; Ord. No. 93-2]**
- (1) On Monroe Street, from the railway track north to and including 176 Monroe Street.
  - (2) On Madison Street, from Mill Street to Jackson Street.
  - (3) In the municipal parking lot on North Monroe Street adjacent to the Municipal Building, except by permit as set forth in Subsection F above. **[Amended 3-15-2007 by Ord. No. 2007-06]**
- H. Winter parking regulations. No person shall park in any City street or public parking lot in the City between the hours of 1:00 a.m. and 6:00 a.m. from November 15 to April 1, except by permit as set forth in Subsection F above or as hereinafter set forth: **[Amended by Ord. No. 93-1]**

- (1) Overnight parking on City streets may be allowed by permit only. The permit fee shall be as stated in the City of Waterloo Fee Schedule for each winter season from November 15 to April 1.
- (2) Permits for winter on-street parking shall be issued only on the basis of unusual need for vehicles owned by City residents residing on property which does not have a driveway, lacks sufficient space to provide for off-street parking and does not have a reasonable alternative for overnight parking.
- (3) Permit applications are to be obtained, completed and paid for at the office of the Clerk-Treasurer. Applications shall be submitted to the Council for review and granting or denial.
- (4) The permit shall be displayed as required on the permit whenever a vehicle is parked on the City street overnight from November 15 to April 1. Failure to display the permit, as required, shall result in vehicle parking violations and subject the vehicle to being towed at the expense of the operator/owner.

I. Truck parking regulations.

- (1) No person shall, at any time, park, stop or leave standing, whether attended or unattended, any trailer or semitrailer, whether or not attached or connected to a truck tractor or road tractor, on any street in any district zoned residential.
- (2) No person shall park, stop or leave standing, with the engine running, any unattended truck tractor or road tractor on any street in any district zoned residential.

J. Parking in alleys regulated. All parking in alleys is prohibited, except in alleys in the business district for the purpose of loading or unloading freight. The business district is defined as East and West Madison Street from Mill Street to South Jackson Street, and North and South Monroe Street from 176 North Monroe Street south to the river. **[Amended 9-20-2007 by Ord. No. 2007-18]**

K. Parking in driveways prohibited. No person shall park or leave standing any motor vehicle in any private driveway without the permission of the owner or lessee of the property upon which such driveway is located, whether or not such driveway is posted to prohibit parking.

L. Street maintenance or temporary snow removal. Whenever it is necessary to clear or repair a City street or any part thereof, the Department of Public Works shall post such streets or parts thereof with appropriate signs prohibiting parking. Such signs shall be erected at least two hours prior to the time that street maintenance work is to be commenced. No person shall park a motor vehicle in violation of such signs. **[Amended 9-20-2007 by Ord. No. 2007-18; 4-17-2008 by Ord. No. 2008-06]**

M. Parking reserved for City employees. **[Amended by Ord. No. 90-6; Ord. No. 4-00]**

- (1) No person, except City employees, shall park in any parking stall designated by signs stating "City Employees Only" in the Municipal Building parking lot between the hours of 7:00 a.m. and 5:00 p.m. Monday through Friday, exclusive of holidays.
- (2) No person, except police personnel, shall park in any parking stall designated by signs stating "Police Parking Only" in the municipal parking lot at any time.

N. Temporary parking restrictions for special events. Pursuant to the provisions of § 349.13, Wis. Stats., the Chief of Police is authorized to direct that temporary "No Parking" signs be erected by the Department of Public Works during parades, festivals and other authorized events that require the regulating of vehicle stopping, standing or parking on City roadways. The temporary regulation shall be limited to the time the event exists or is likely to exist. **[Amended 9-20-2007 by Ord. No. 2007-18]**

O. Designated parking spaces. The Chief of Police, with the cooperation of the Director of Public Works, shall cause lines or markings to be painted upon the curb and/or upon the street or parking lot surface for

the purpose of designating a parking space. It shall be unlawful to park any vehicle across any line or marking or to park a vehicle in such position that the same shall not be entirely within the area designated by such lines or markings.

- P. Removal of chalk marks prohibited. In order to monitor the continuous length of time that a vehicle is parked in a parking space or zone subject to parking time restrictions, it is necessary that the Police Department place a chalk mark or other mark on one or more tires of parked vehicles. It shall be unlawful to remove, erase or alter, or attempt to remove, erase or alter, any chalk mark or other mark of any kind placed upon any tire of a vehicle parked in any parking zone or space subject to parking time restrictions.
- Q. Legal holidays designated. For purposes of enforcement of parking restrictions in the City, the following days shall be defined as legal holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day; provided, however, that in the event any of said days falls on a Sunday, the following Monday shall be deemed to be the legal holiday.