



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

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

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:

COMMITTEE: FINANCE, INSURANCE & PERSONNEL COMMITTEE  
DATE: February 20, 2025  
TIME: 6:00 pm  
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES: January 16, 2025
- 3) PUBLIC COMMENT
- 4) OLD BUSINESS
  - a) Resolution 2025-11 Park is Requesting Remainder of Library Furnace Funds
- 5) NEW BUSINESS
  - a) January 2025 Financial Statements: Payroll \$93,764.47, General Disbursements \$2,153,270.02 and Clerk/Treasurer's Reports [\[see on municipal website\]](#)
  - b) Resolution 2025-10 Resolution Accepting the Estimate for Refinishing Upper Pavillion Floors
  - c) Hiring of new Full-time AEMT/Firefighter
  - d) Resolution 2025-06 Resolution Accepting Supporters' Donation of Extrication Tools
  - e) Fire Dept Policy and Procedures [The committee may convene 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 exercises responsibility."]
- 6) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 7) ADJOURNMENT

Jeanne Ritter  
Clerk/ Deputy Treasurer

Committee Members: Thomas, Weihert and Kuhl

Posted, Emailed & Distributed: 02/17/2025.

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noted. 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 FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES**

**January 16, 2025**

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

- 1) CALL TO ORDER AND ROLL CALL. Thomas called the meeting to order at 6:00 p.m. Members in person: Thomas, Weihert and Kuhl. Remote: none Absent: none. Others attending in person or remote: Mayor Quimby; Police Chief D. Sorenson; Librarian Mountford; Parks Coordinator Haberkorn; DPW Director Yerges; Lieutenant Warner; Clerk Ritter and WLOO Cable.
- 2) APPROVAL OF MEETING MINUTES: December 19, 2024. Motion [Weihert/Kuhl] VOICE VOTE: Motion carried.
- 3) PUBLIC COMMENT (3 Minute Time Limit) none
- 4) OLD BUSINESS
- 5) NEW BUSINESS
  - a) December 2024 Financial Statements: Payroll \$109,873.18, General Disbursements \$311,463.18 and Clerk/Treasurer's Reports [\[see on municipal website\]](#) [Kuhl/Weihert] VOICE VOTE: Motion carried.
  - b) Park Rate and Fees Increase [Weihert/Kuhl] Fees to start in Feb. VOICE VOTE: Motion carried.
  - c) Park is Requesting Remainder of Library Furnace Funds [Thomas /Kuhl] VOICE VOTE: Motion carried.
  - d) Resolution 2025-02 Pedestrian Bridge in Park referred by Public Works to start Design Services (approx.. \$4,900) [Weihert/Kuhl] VOICE VOTE: Motion carried.

Closed Session Motion [Weihert/Kuhl] ROLL CALL: Y-3 N-0

- e) Fire Dept Policy and Procedures[] The committee may convene 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 exercises responsibility."

Open Session Motion [Weihert /Kuhl] ROLL CALL: Y-3 N-0

6) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

- 7) ADJOURNMENT. MOTION: [Kuhl/Weihert] To adjourn. VOICE VOTE: Motion carried. Approximate time 6:58 pm.

Jeanne Ritter  
Clerk/Deputy Treasurer



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**Resolution No. 2025-11**

**A Resolution Allowing the Parks Department to use \$13,000 from the Remainder of the Library Furnace Fund to Update Doors**

**Whereas**, Waterloo Parks has identified the need for new doors and boxcar wood in the Upper Pavillion;  
and

**Whereas**, Jeff Krueger Construction has submitted an estimate for the project of \$13,000.00; and

**Whereas**, the Parks Department has asked for \$13,000 from leftover funds from Library Furnaces already installed; and

**Now therefore be it resolved**, the Parks Commission and the City Council agree to proceed with the estimate from Jeff Krueger Construction for \$13,000.

Passed and adopted by the City of Waterloo on this 20<sup>th</sup> day of February 2025

City of Waterloo

Signed: \_\_\_\_\_

Jenifer Quimby  
Mayor

Attest:

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

**JENSEN PLUMBING, HEATING & AIR, INC.**  
204 W Lake Street  
Lake Mills, WI 53551  
920-648-8373

## Invoice

**BILL TO**

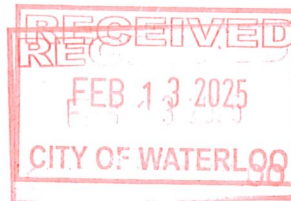
KARL JUNGINGER MEMORIAL  
LIBRARY  
625 N MONROE ST  
WATERLOO, WI 53594

**SHIP TO**

KARL JUNGINGER MEMORIAL  
LIBRARY  
625 N MONROE ST  
WATERLOO, WI 53594

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1008136	01/30/2025	\$33,347.00	03/01/2025	Net 30	

DATE	DESCRIPTION	AMOUNT
01/27/2025	Job# 1056609935	
01/27/2025	INSTALLED CARRIER 59MN7C060C17--14 FURNACE #3924A48033 INSTALLED CARRIER 59MN7C080C21--20 FURNACE #4124A46768 INSTALLED (4) CARRIER 59TP6C100V21--20 FURNACES #4724A47044 #4724A47045 #4724A47040 #4724A47043 INSTALLED ECOBEE EB- STATE6P-01 THERMOSTAT #532512002628 INSTALLED (3) ECOBEE EB- STATE7P-01 THERMOSTATS #445279162123 #445217412691 #445205805193	33,347.00
01/27/2025	ALL HVAC PER PROPOSAL  Assigned Techs: KENNY GRASSMAN, STEVE HEINZ, NOAH HOUSTON, CJ SYNOWICZ	



Department Approval Kelly C. Hoff Date 2/13/2025

Clerk/Treasurer Approval \_\_\_\_\_

Vendor Number \_\_\_\_\_

Acct Dist \_\_\_\_\_ \$ \_\_\_\_\_

Acct Dist \_\_\_\_\_ \$ \_\_\_\_\_

Acct Dist \_\_\_\_\_ \$ \_\_\_\_\_

Thank you for your business

Pay invoice

SUBTOTAL	33,347.00
TAX (5.5%)	0.00
TOTAL	33,347.00
BALANCE DUE	<b>\$33,347.00</b>

Thank You! We Appreciate Your Business!

**Jeff Krueger Construction, LLC**  
**W10671 Port Road**  
**Reeseville, WI 53579**  
**Phone# 920-988-2598**

UPPER PAVILION  
WALLS/DOORS

**Waterloo Firemen's Park**  
**500 Park Ave**  
**Waterloo, WI 53594**

**Job Estimate**

This estimate covers materials and labor to renovate upper level of pavilion and includes the following:

- (1) One 3/0 smooth star fiberglass door with new deadbolt and keyed lockset
- (2) One 4/0 prefinished oak flush bi-pass closet door and frame for stage area
- (3) Removal of all painted boxcar on walls
- (4) Install prefinished pine boxcar in areas where painted boxcar was

**Total estimated cost:\$13,000**

  
Jeff Krueger

11-10-2024  
November 10.2024



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## Resolution No. 2025-10

### A Resolution Accepting an Estimate for Refinishing the Upper Pavillion Floor

**Whereas**, Waterloo Parks has identified the need for the refinishing of the Upper Pavillion floor; and

**Whereas**, Elite Hardwood Flooring, has submitted an estimate for this project in the amount of \$30,048.50, and Precision Wood Floors, has submitted an estimate for this project of \$48,473.50; and

**Whereas**, the Parks Department has budgeted this item for the 2025 Budget Year; and

**Whereas**, the Parks Commission and the City Council agree to proceed with the estimate from Elite Hardwood Flooring for \$30,048.50.

**Now therefore be it resolved**, that the estimate from Elite Hardwood Flooring for \$30,048.50 for refinishing the Upper Pavillion floors is accepted. The funds in the amount of \$30,048.50 from the Parks Budget are hereby allocated for this purpose.

Passed and adopted by the City of Waterloo on this 20<sup>th</sup> day of February 2025

City of Waterloo

Signed: \_\_\_\_\_

Jenifer Quimby  
Mayor

Attest:

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

## Waterloo Firemen's Park - Upper Pavilion Wood Floor Capital Project

Company	Bid Amount		Scope of Work	Timeframe
Elite Hardwood Flooring	\$	30,048.50	Complete refinishing of existing flooring with 1 coat Bona sealer and 3 coats water base finish (Bona Traffic)	Mid to Late February (3 weeks to a Month completion)
Precision Wood Floors Inc.	\$	48,473.50	Replace Middle Section of Pavilion Flooring: Arrange Dumpster for waste product. Replacing with Maple Wood match. Refinishing of remaining areas of the existing floor.	Possible March start date or November (1 Month Completion)

# ESTIMATE



## Prepared For

Gabe Haberkorn  
500 Park Ave Waterloo  
(920) 941-8260

## Elite Hardwood Flooring LLC

Phone: (608) 556-5359  
Email: elitehardwoodmadison@gmail.com  
Web: www.elitehardwood.net

Estimate # 914  
Date 01/30/2025

Description	Total
Complete refinishing of existing flooring with 1 coat Bona sealer and 2 coats Bona waterbase finish	\$25,304.00
Bona traffic	
Additional coat of Bona Traffic	\$4,744.50
<b>Subtotal</b>	<b>\$30,048.50</b>
<b>Total</b>	<b>\$30,048.50</b>

A handwritten signature in black ink, appearing to read "Gabe Haberkorn", is positioned above the printed name.

02/10/2025

City of Waterloo, WI - Parks Coordinator (Gabe Haberkorn)





Precision Wood Floors Inc.  
405 Westlawn Cir  
Cottage Grove WI 53527

# Estimate

Date	Estimate #
1/27/25	3117

Name / Address
Waterloo Parks Gabe Haberkorn 136 N Monroe St Waterloo WI 53594

Project

Terms
1/2 up Front 1/2 on Completion

Item	Description	Qty	Cost	Total
	Replace middle section of room			
Dumpster	Arrange for Dumpster		650.00	650.00
Tear Out	Tear out Existing Damaged Wood Floor	1,700	3.25	5,525.00
Materials	Includes 5% waste (20 Sq Ft Bundles) Flooring,15# felt,Staples & Glue - Includes Delivery to inside jobsite	1,800	6.25	11,250.00
2 1/4" Maple		1,700	3.75	6,375.00
Sanding&Fini...	Professional Dust Containment Sanding & Finishing. *Bona Certified* Finishing process - New Wood	1,700	3.50	5,950.00
Oil Modified ...	3 coats	1,700	0.25	425.00
Treads	Stage	2	50.00	100.00
Sanding&Fini...	Sanding and Finishing Stair Treads	252	4.00	1,008.00
Oil Modified ...	Professional Dust Containment Sanding & Finishing. *Bona Certified* Finishing process	252	0.25	63.00
Sanding&Fini...	Left of stage			
Oil Modified ...	Professional Dust Containment Sanding & Finishing. *Bona Certified* Finishing process	1,850	4.00	7,400.00
Oil Modified ...	3 coats	1,850	0.25	462.50
Sanding&Fini...	Right of stage + Bar area,Ramp			
Oil Modified ...	Professional Dust Containment Sanding & Finishing. *Bona Certified* Finishing process	2,180	4.00	8,720.00
Oil Modified ...	3 coats	2,180	0.25	545.00
			<b>Total</b>	\$48,473.50

6082205047

carneyka09@gmail.com

www.precisionwoodfloor...

Accepted

Date



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

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**Resolution 2025-06**  
**Resolution Accepting Supporters' Donation of Extrication Tools**

**Whereas**, the Fire Department is in the need of updated extrication tools; and

**Whereas**, the Supporters' of the Waterloo Fire Department have purchased said tools from Jefferson Fire & Safety for \$41,029.60 to donate to the Fire Department; and

**Whereas**, the Waterloo City Council appreciates and approves the donation of extrication tools for the Waterloo Fire Department.

**Now, therefore, be it resolved**, by the Waterloo City Council on February 20, 2025, that:

This resolution shall take effect immediately upon passage.

Passed and adopted by the Waterloo City Council this 20<sup>th</sup> day of February, 2025.

Signed: \_\_\_\_\_  
Jenifer Quimby Mayor of Waterloo

Attest: \_\_\_\_\_  
Jeanne Ritter, City Clerk/Deputy Treasurer



## **WATERLOO FIRE & EMS SUPPORTERS, INC**

900 Industrial Lane • Waterloo, WI 53594

920-478-2535 • Fax: 920-478-9597

supporters@waterloofd.com

# Memo

## **Subject: Donation of Holmatro Extrication Tools**

To: Waterloo Fire and Rescue Department

From: Kevin Seibert on behalf of Waterloo Fire & EMS supporters inc.

Date: January 19, 2025

I am pleased to announce that our organization has decided to donate Holmatro extrication tools to the Waterloo Fire and Rescue Department. This decision reflects our commitment to giving back to the Department and supporting initiatives that align with our values and mission.

Our donation will help the Waterloo Fire and Rescue Department continue their vital work in supporting the community. We believe that our contribution will have a meaningful impact on the department.

I would like to extend my gratitude to everyone for their hard work and dedication, which has made it possible for us to make this donation. Your continued support and commitment to our values are what enable us to give back and make a difference.

Thank you for your attention and ongoing efforts.

Best regards,

Kevin Seibert

President- Waterloo Fire & EMS Supporters inc.



# Invoice

Invoice No.: **IN321592**  
Date: 12/13/2024  
Due Date: 01/02/2025  
Customer ID: 03587

7620 Donna Drive  
Middleton, WI, 53562

Phone: 608-836-0068  
Web: [www.jeffersonfire.com](http://www.jeffersonfire.com)

BILL TO:	SHIP TO:
Waterloo Fire Department 900 Industrial Lane Waterloo WI 53594	Waterloo Fire Department 900 Industrial Lane Waterloo WI 53594

CUSTOMER P.O. NO.		TERMS	SALESPERSON		SHIPPING METHOD	
		Net 20 Days	J O'NEILL		UPS	
ITEM	ITEM DESCRIPTION		QTY.	UNIT PRICE	EXT PRICE	
Order #: 225670		Shipment #: 007887	Order/Service Date: 11/11/2024			
HOL 159.000.224	Holmatro PCU50 Cutter Next Gen		1.00	10,470.24	10,470.24	
HOL 159.000.226	Holmatro PSP40 Spreader Next Gen		1.00	10,797.12	10,797.12	
HOL 159.000.227	Holmatro PTR50 Telescopic Ram Next Gen		1.00	8,879.76	8,879.76	
HOL 151.001.902	Holmatro TRE05 Pentheon Extension Pipe		1.00	795.60	795.60	
HOL 151.000.583	Holmatro PBPA287 Battery		6.00	702.72	4,216.32	
HOL 151.000.499	Holmatro POTC1 On Tool Charging Cord		3.00	83.52	250.56	
HOL 151.000.503	Holmatro DCPC1 Pentheon Daisy Chain Power Cord		2.00	12.24	24.48	
HOL 151.000.742	Holmatro PBCH2 Battery Charger, 115 VAC		3.00	465.84	1,397.52	
HOL 151.001.787	Holmatro T1 Forcible Entry Tool		2.00	2,099.00	4,198.00	

pd  
12/14/24  
#1451

All returns must be received within 30 days of delivery and may be subject to a 25% restocking fee. Custom orders cannot be returned.  
Visit our website for complete details: [www.jeffersonfire.com](http://www.jeffersonfire.com)

\*\*\* Credit card payments will incur a 3% processing fee \*\*\*

Please remit with payment

Customer Name: Waterloo Fire Department  
Customer #: 03587  
Invoice #: IN321592

Sales Total: 41,029.60  
Tax Total: 0.00  
Total (USD): 41,029.60

# City of Waterloo Finance, Insurance & Personnel Committee - - Annual Calendar

revised: 12/26/2024

- ☐ **Meeting night: 3<sup>rd</sup> Thursday of month at 6:00 pm**
- ☐ **Monthly recurring: review of disbursements, payroll, and treasurer's reports**

JANUARY
<input type="checkbox"/> Review of Department Heads as needed.
<input type="checkbox"/> Audit Prep
FEBRUARY
<input type="checkbox"/> Audit
MARCH
<input type="checkbox"/> Fee Schedule Review
APRIL
<input type="checkbox"/> § 53-12 Review of debt schedules & debt refunding opportunities.
<input type="checkbox"/> Audit Presentation third Thursday
MAY
<input type="checkbox"/> Addressing items raised in financial audit.
<input type="checkbox"/> Resolution for carryover after audit is complete
JUNE
<input type="checkbox"/> Mayor's Budget start date; build Council consensus for budget policy objectives
<input type="checkbox"/> Tax Incremental Finance Districts, review.
<input type="checkbox"/> WPPA Contract multi-year contract, renewal (when applicable) 2024-26
JULY
<input type="checkbox"/> Addressing items raised in worker compensation audit.
<input type="checkbox"/> <u>Review and recommend Current Year Budget Amendment #1 (Jan. – June)</u>
AUGUST
<input type="checkbox"/> Budget deliberation.
SEPTEMBER
<input type="checkbox"/> § 53-14 Updating capital improvement plan.
<input type="checkbox"/> Budget deliberation.
OCTOBER
<input type="checkbox"/> Initial review of calendar year insurance renewal policies.
<input type="checkbox"/> Final Committee budget recommendation to full City Council.
NOVEMBER
<input type="checkbox"/> Final review of calendar year insurance renewal policies.
DECEMBER
<input type="checkbox"/> <u>Review and recommend Current Budget Amendment #2 (July – Dec.)</u>