



136 North Monroe Street
Waterloo, WI 53594
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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: October 16, 2025
TIME: 6pm
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES: September 18, 2025, September 22, 2025, and October 2, 2025.
- 3) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4) OLD BUSINESS
- 5) NEW BUSINESS
 - a) September 2025 Financial Statements: Payroll \$104,496.28, General Disbursements \$104,423.29 and Clerk/Treasurer's Reports [\[see on municipal website\]](#)
 - b) On Call Pay for DPW
 - c) 2025-49 Borrowing Resolution
- 6) 2026 BUDGET
 - a) General Discussion
- 7) ROLLING TASK LIST
- 8) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 9) ADJOURNMENT

Jeanne Ritter
Clerk/ Deputy Treasurer

Committee Members: Haseleu, Weihert and Kuhl

Posted, Emailed & Distributed: 09/14/2025.

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

September 18, 2025

1. CALL TO ORDER AND ROLL CALL. C. Kuhl called the meeting to order at 5:32p.m. Members in person: Weihert, J. Haseleu, and Kuhl. Absent: none. Others attending in person: Mayor Quimby; Police Chief D. Sorenson; Lt. Warner; Alderperson Thomas; DPW Director Yerges; Utilities Superintendent Sorenson; Librarian Mountford; Fire Chief Butzine; Library Brueckner; Treasurer Nelson; Clerk Ritter, A. Biermeier and WLOO Cable.
2. APPROVAL OF MEETING MINUTES: August 21, 2025. Motion [Weihert/Haseleu] VOICE VOTE: Motion carried.
3. PUBLIC COMMENT (3 Minute Time Limit) none
4. OLD BUSINESS
5. NEW BUSINESS
 - a. August 2025 Financial Statements: Payroll \$101,681.87, General Disbursements \$168,827.61 and Clerk/Treasurer's Reports [\[see on municipal website\]](#) Motion[Weihert/Haseleu] VOICE VOTE: Motion carried.
 - b. Resolution 2025-36 requesting Exemption from County Library Tax. Motion [Kuhl/Weihert] VOICE VOTE: Motion carried.
 - c. Contingency Fund Discussion-Informative
 - d. Replacement of Emergency Warning Siren Located Behind City Hall Motion [Haseleu/Kuhl] VOICE VOTE: Motion carried. Not to exceed \$22,000 from Contingency to get new and installed.
 - e. Resolution 2025-40 Declaring City of Waterloo's Official Intent to Reimburse. Motion [Weihert/Haseleu] VOICE VOTE: Motion carried.
6. 2026 BUDGET
 - a. General Discussion
 - i. VOICE VOTE: Motion carried [Kuhl/Weihert] to go to higher deductible insurance. VOICE VOTE: Motion carried.
 - ii. Cable Budget Motion to Approve. [Weihert/Haseleu] VOICE VOTE: Motion carried
 - iii. CDA Budget Motion to Approve. [Kuhl/Weihert] VOICE VOTE: Motion carried.
 - iv. Police Wage increase-4.5% increase for Admin Chief/Lt Motion [Haseleu/Weihert] VOICE VOTE: Motion carried.
 - v. Police Budget approved with noted line items already approved.[Kuhl/Weihert] VOICE VOTE: Motion carried.
 - vi. DPW Budget approved [Weihert/Haseleu] VOICE VOTE: Motion carried.
 - vii. Mayor Budget approved [Kuhl/Weihert] VOICE VOTE: Motion carried.
7. ROLLING TASK LIST
 - a. City Hall Budget
 - b. Fire Department General Discussion of Budget 5:30pm September 22, 2025
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
9. ADJOURNMENT. MOTION: [Weihert/Haseleu] To adjourn. VOICE VOTE: Motion carried. Approximate time 6:55 pm.

Jeanne Ritter
Clerk/Deputy Treasurer

CITY OF WATERLOO SPECIAL FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
September 22, 2025

1. CALL TO ORDER AND ROLL CALL. C. Kuhl called the meeting to order at 5:30p.m. Members in person: Weihert, J. Haseleu, and Kuhl. Remote: none Absent: none. Others attending in person: Mayor Quimby; Police Chief D. Sorenson; Alderperson Thomas; DPW Asst. Director Hauptli; Librarian Mountford; Fire Chief Butzine; Library Brueckner; Clerk Ritter; Parks Haberkorn, A. Biermeier, Abigail Courier and WLOO Cable.
2. NEW BUSINESS
 - a. 2026 Budget Discussions
 - i. General
 - Library
 - Budget \$201,500 Motion Weihert/Haseleu VOICE VOTE:0-3 Motion Died
 - Budget \$208,000 motion Kuhl/Haseleu VOICE VOTE: Motion carried 2-1
 - Fire
 - \$50,000 for Tank Replacements forgoing rest of replacements until 2027 Motion[Kuhl/Weihert] VOICE VOTE: Motion carried
 - \$50,000 for Overhead Doors from Fund Balance Motion [Weihert/Haseleu] VOICE VOTE: Motion carried
 - Lifepack Fund from Computer Aid Motion [Kuhl/Weihert] VOICE VOTE: Motion carried.
 - Power Stair Chairs \$28,000 Motion [Weihert/Kuhl] Funds on Hand VOICE VOTE: Motion carried.
 - Parking Lot Maintenance \$10,000 from GTA Motion [Weihert/Haseleu] VOICE VOTE: Motion carried.
 - Brush Truck evaluate again in 2027 Motion [Weihert/Kuhl] VOICE VOTE: Motion carried.
 - Fire Dept Operating Budget as it stands Motion [Weihert/Kuhl] VOICE VOTE: Motion carried.
 - 5 minute recess Motion[Weihert Kuhl] VOICE VOTE: Motion carried.
 - Parks
 - Submitted amount as of today. \$146,000 Motion [Kuhl/Weihert] Additional Computer Aid for \$16,000 to balance park budget. Motion[Weihert/Kuhl] VOICE VOTE: Motion carried.
 - Police
 - Squad car computers from Computer Aid \$18,500 Motion [Kuhl/Weihert] VOICE VOTE: Motion carried.
 - HRA
 - Motion to Rollover up to \$5,000 a year. [Weihert/Kuhl] VOICE VOTE: Motion carried.
 - Amendment \$5000. for Family Rollover and \$2500. for Single Rollover Yearly. [Kuhl/Weihert] VOICE VOTE: Motion carried.
 - DPW
 - Approval of DPW Capital Motion [Haseleu/Weihert] VOICE VOTE: Motion carried.
3. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
4. ADJOURNMENT. MOTION: [Haseleu/Weihert] To adjourn. VOICE VOTE: Motion carried. Approximate time 9pm.

Jeanne Ritter
Clerk/Deputy Treasurer

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
October 2, 2025

1. CALL TO ORDER AND ROLL CALL. C. Kuhl called the meeting to order at 5:30p.m. Members in person: Weihert, J. Haseleu, and Kuhl. Remote: none Absent: none. Others attending in person: Mayor Quimby; Treasurer Nelson; DPW Yerges; DPW Hauptli; DPW Schaller; DPW Rostad; Police Chief Sorenson; Utilities Superintendent Sorenson; Fire Chief Butzine; Police Lt. Warner; Officer Burns; Officer Bollig; Officer Aguero; Utilities Vernig; Utilities Mowrey; 1st Lt Warner; Police Admin. Johnson; Fire 1Lt Butzine; Fire 2nd Lt Petrie; Librarian A. Brueckner; Alderperson S Cummings; Alderperson Thomas.
2. NEW BUSINESS
 - a) Resolution 2025-44 Rescinding Resolution 2025-30 Purchase of Police Squad Motion [Weihert/Haseleu] VOICE VOTE: Motion carried.
 - b) Resolution 2025-45 Resolution Approving the Purchase of Police Squad Deferred [Weihert/Haseleu] VOICE VOTE: Motion carried.
 - c) 2026 Budget Discussions
 - i) Fire Department lift chairs/life packs increase. Motion to order before the increase. [Weihert/Kuhl] VOICE VOTE: Motion carried.
 - ii) General
 - (a) Associated Appraisal Fee added to clerk's budget. [Weihert/Kuhl] VOICE VOTE: Motion carried.
3. ADJOURNMENT. MOTION: [Weihert/Kuhl] To adjourn. VOICE VOTE: Motion carried. Approximate time 6:30 pm.

Jeanne Ritter
Clerk/Deputy Treasurer

Appendix: C Overtime Compensation

6.2 Overtime Compensation

Department of Public Works Employees:

Overtime work performed on Sunday and/or holidays shall be paid at two (2) times the regular rate.

Employees on call for a weekend shall receive ~~(4)~~(8) hours at ~~straight time pay for each day on call~~ 1 ½ pay beginning at end of shift of work week until start of beginning shift Monday, plus time and one-half (1 ½) pay for actual time spent on the job, with a minimum of two (2) hours. ~~This will be a 52 week employee rotation.~~

Employees on call for a holiday receive four (4) hours pay at straight time, plus double time pay for actual time spent on the job, with a minimum of two (2) hours. On call scheduling begins with the Memorial Day holiday and ends with the Labor Day holiday. Holidays are defined in appendix D. On call employees are required to respond to work as soon as possible but no later than thirty (30) minutes.

Call In Pay: Any employee who is called in for work at a time other than when he or she is scheduled shall be compensated a minimum of two (2) hours at the overtime rate of one and one-half (1 ½) times the regular rate for work performed Monday through Saturday, and two (2) times the regular rate for work performed on Sunday and/or holidays. Call-in pay shall start when an employee arrives at the shop, or at the work site, whichever comes first.



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RESOLUTION #2025-49

Authorizing the Issuance of Debt to Fund 2025 and 2026 Fund Expenses

Whereas, the 2025 and 2026 approved budgets call for the issuance of debt to fund:

2025

- Hendrickson Road Street Construction
- Indian Hills Drive Mill and Overlay
- DPW Parking Lot and Gutters

2026

- Van Buren Street
- 203 E Madison Street Path

Whereas, the Clerk/Treasurer's office at the direction of the Finance, Insurance & Personnel Committee, researched 3 different financial institutions representing Wisconsin seeking \$1,300,000 in debt proceeds.

Whereas, Capitol Bank submitted the most competitive offer with the best terms with the BCPL coming in second; and,

Now, Therefore, Be it Resolved, the City of Waterloo authorizes the Mayor and Treasurer/Deputy Clerk to sign all the necessary documents for the issuance of the 2025 and 2026 debt as outlined in the attached with proceeds not to exceed \$1,300,000.

PASSED AND ADOPTED this 16th of October 2025.

City of Waterloo
Signed:

Jenifer Quimby, Mayor

Attest:

Jeanne Ritter, City Clerk/Deputy Treasurer



City of Waterloo

Building Relationships That Make a Difference



Loan Proposal

This term sheet is not a loan commitment. If a loan commitment were issued by Capitol Bank at a later date after further due diligence the terms and conditions may differ from those contained in this term sheet. This term sheet assumes no material change in the Borrower's business, its financial condition or performance as reflected in the financial information provided to Capitol Bank, its collateral and property or any other matters which Capitol Bank reviewed in its evaluation of the credit request; including, without limitation, a change in the structure of the transaction presented to Capitol Bank.

BORROWER: City of Waterloo (hereafter "Borrower")

LOAN TYPE: Commercial Term Loan

PURPOSE: To fund 2025 & 2026 public works projects and purchase equipment

LOAN AMOUNT: Up to \$1,300,000 (hereafter "Loan"). Up to \$900,000 drawn at closing and \$400,000 to be drawn down for 2026 projects & purchases

INTEREST RATE: The Loan shall be evidenced by a promissory note from the Borrower, which shall bear interest at an initial rate of 5.55% fixed. The interest is computed on the basis of a 360 day year over the actual number of days elapsed on the unpaid principal balance from time to time outstanding.

GUARANTORS: N/A

PAYMENTS Interest payments shall be paid semi-annually in May and November each year starting in 2026 and principal payments in November at the schedule below.

Payment Date	Principal Payment
November-26	\$85,000
November-27	\$125,000
November-28	\$145,000
November-29	\$135,000
November-30	\$115,000
November-31	\$100,000
November-32	\$155,000
November-33	\$135,000
November-34	\$145,000
November-35	\$160,000
Total Principal Payments	\$1,300,000

MATURITY: 10 Years from closing

TERM: 10-year fixed rate

AMORTIZATION: 10-years

LOAN FEE: N/A

PREPAYMENT FEE N/A

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

revised: 12/26/2024

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

JANUARY
☐ Review of Department Heads as needed.
☐ Audit Prep
FEBRUARY
☐ Audit
MARCH
☐ Fee Schedule Review
APRIL
☐ § 53-12 Review of debt schedules & debt refunding opportunities.
☐ Audit Presentation third Thursday
MAY
☐ Addressing items raised in financial audit and Workman's Comp audit
☐ Resolution for carryover after audit is complete
JUNE
☐ Mayor's Budget start date; build Council consensus for budget policy objectives
☐ Tax Incremental Finance Districts, review.
☐
JULY
☐ Meet with Dept. Heads on Budget Expectation & Concerns
☐
AUGUST
☐ Budget deliberation.
SEPTEMBER
☐ § 53-14 Updating capital improvement plan.
☐ Budget deliberation.
OCTOBER
☐ Initial review of calendar year insurance renewal policies.
☐ Final Committee budget recommendation to full City Council.
NOVEMBER
☐ Final review of calendar year insurance renewal policies.
DECEMBER
☐ <u>Review and recommend Current Budget Amendment #2 (July – Dec.)</u>