



136 North Monroe Street  
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**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 SAFETY AND HEALTH COMMITTEE**  
**DATE:** June 4, 2026  
**TIME:** 6:00 p.m.  
**LOCATION:** Municipal Building Police Training Room, 136 N. Monroe Street

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES: May 7, 2026
- 3) PUBLIC COMMENT
- 4) UNFINISHED BUSINESS
  - a) Recreational Vehicles Ordinance 261-6
- 5) NEW BUSINESS
  - a) Trek 100 Event
- 6) BLIGHT REPORT
- 7) FUTURE AGENDA ITEMS, COMMUNICATIONS AND ANNOUNCEMENTS
- 8) ADJOURNMENT

Committee Members: Cummings, Zimmermann, Dorn

posted, e-mailed & distributed: 06/01/2026

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.

**PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES**  
**May 7th, 2026**

1. **Call to Order:**  
The Public Safety Committee meeting was called to order by Alderperson Cummings at 6:00PM
2. **Roll Call:**  
Committee members present – Alderperson Dorn, Zimmerman, Cummings, Chief Warner, Director Chad Yerges (DPW), Chief Chad Butzine, Alderman Charles Kuhl and Alderman Thomas
3. **Approval of Public Safety Committee Minutes of March 5th, 2026.** Motion by Alderperson Zimmerman, to approve Prior minutes of March 5th,2026, second by Alderperson Dorn, motion carried.
4. **Public Comment:** None:
5. **Unfinished Business:**
  - a.) Fire Inspector Fees: Chief Butzine advised that there are no current monies charged to persons or business owners who did not comply with code violations, that charging persons \$25.00 for not complying would be an incentive for person(s) or businesses to comply with code violations. Chief Butzine explained process to committee. It was found that there was not a Fire Department fee on the Fee Schedule for city on, Zimmerman motioned to have Fire inspection fees sent to council for fee schedule approval, Dorn Seconded, Motioned carried for Fire Fee Inspections Fee to be sent to Council for further approval.
  - b.) Recreational Vehicle Ordinance 261-6: Alderperson Cummings requested committee to review the Ordinance that covers recreational vehicles and trailers on properties. Cummings asked that committee consider that FOOD TRUCKS be allowed to possibly purchase a permit to be parked in driveway for more than the 72-hour allotted time frame currently allowed by Ordinance. Cumming is going to contact City Attorney to review the Ordinance and put a possible exception in place for FOOD TRUCKS, allowing for a permit for a fee and issued to FOOD TRUCKS through the City Clerks Office. Once this is completed that information will be brought back to committee for review and possible for full council review and consideration.

**6. New Business:**

- a.) New Hire for Police Department: Chief Warner introduced potential new hire, Bailey North. Motion Cumming to approve new hire for Police Department, Second by Dorn – Motion Carried (Approved)
- b.) Noise Complaint A be: Cummings, several complaints have come in about the loud constant noise. Current decidable reading are between 68 -71 when decidable reading was taken. Cummings will speak with Mayor about updates on new owners of Abe and the consistent noise coming from there from all hours. Building inspector should inspect per city ordinance. NO action from committee at this time

7. **Blight Report:** Chief Warner gave update, Alderperson Kuhl made mention of the camper and cars within the storage unit located on Mills Street. Stating that it is an eye sore for the community and those vehicles Do Not move. Chief Warner advised that an officer will go to Storage Unit and issue warning to have cleaned up and fall within City Ordinance 261-6 Junk, abandoned vehicles.

8. **Future Agenda Items, Communications, and announcements:** None

9. **Adjourn:** Motion to Adjourn by Alderperson Zimmerman, second by Dorn motion carried at 6:53 pm

**§ 261-6. Storage of vehicles, recreational equipment and firewood.**

A. Public nuisances declared. The following are hereby declared to be public nuisances wherever they may be found within the City:

- (1) Any motor vehicle, truck body, tractor or trailer as enumerated in Subsections C and D below and defined in Subsection B below.
- (2) Any junk stored contrary to Subsection E below.
- (3) Any recreational equipment stored contrary to Subsection F below.
- (4) Any firewood used or stored contrary to Subsection G below.

B. Definitions. The words, phrases and terms used in this section shall be interpreted as follows:

**DISASSEMBLED, INOPERABLE, JUNKED OR WRECKED MOTOR VEHICLE, TRUCK BODY, TRACTOR OR TRAILER** — Motor vehicles, truck bodies, tractors or trailers in such state of physical or mechanical ruin as to be incapable of propulsion or being operated upon the public streets or highways.

**IN THE OPEN** — Land which may be viewed from public streets or adjoining property.

**JUNK** — Worn out or discarded material of little or no value, including but not limited to household appliances or parts thereof, machinery and equipment or parts thereof, vehicles or parts thereof, tools, discarded building materials or any other unsightly debris, the accumulation of which has an adverse effect upon the neighborhood or City property values, health, safety or general welfare.

**MOTOR VEHICLE** — As defined in § 340.01(35), Wis. Stats.

**RECREATION EQUIPMENT** — Boats, canoes, boat and utility trailers, mobile homes, campers, off-highway vehicles and snowmobiles.

**UNLICENSED MOTOR VEHICLE, TRUCK BODY, TRACTOR OR TRAILER** — Motor vehicles, truck bodies, tractors or trailers which do not bear lawful current license plates.

C. Storage of inoperable vehicles.

- (1) Restricted. No person shall accumulate, store or allow any disassembled, inoperable, junked or wrecked motor vehicles, truck bodies, tractors or trailers in the open upon any public or private property in the City for a period exceeding 10 days.
- (2) Exceptions.
  - (a) Any business engaged in automotive sales or repair located in a properly zoned district may retain no more than three disassembled or wrecked vehicles, including vehicles under repair, in the open for a period not to exceed 30 days, after which such vehicles shall be removed.
  - (b) Subsection C(1) shall not apply to junkyards licensed under Chapter 230 of this Code.

D. Storage of unlicensed vehicles.

- (1) Restricted. No person shall accumulate, store or allow any unlicensed motor vehicle, truck body, tractor or trailer in the open upon any public or private property in the City for a period exceeding 10 days.
  - (2) Exceptions.
    - (a) Subsection D(1) shall not apply to any business engaged in the sale, repair or storage of such unlicensed vehicles in a properly zoned district.
    - (b) Garden tractors and mowers may be stored in the rear yard not less than 10 feet from any property line.
- E. Storage of junk prohibited. No person, except a junk dealer licensed under Chapter 230 of this Code, shall accumulate, store or allow any junk outside of any building on any public or private real estate located in the City.
- F. Storage of recreational equipment regulated. No person shall store any recreational equipment on any street right-of-way or within the front setback, including the driveway, for more than 48 hours out of a seventy-two-hour period. **[Amended 9-20-2007 by Ord. No. 2007-18]**
- G. Storage of firewood.
- (1) Regulated. No person shall store firewood on any residential premises except for use on the premises. No firewood pile may be located within the front setback.
  - (2) Exception. Any firewood pile located contrary to the provisions of Subsection G(1) above on the effective date of this subsection need not be moved to a place of compliance until June 1, 1988.
- H. Issuance of citation; action to abate. Whenever the Building Inspector or the Police Chief shall find any such vehicle, junk or recreational equipment, as defined in Subsection B above, accumulated, stored or remaining in the open upon any property within the City contrary to the provisions of Subsections C, D, E and F above, or firewood stored contrary to Subsection G above, he shall notify the owner of said property on which such vehicle, junk, recreation equipment or firewood is located of the violation of this section. If such vehicle, junk, recreational equipment or firewood is not removed within 10 days, the Police Chief shall cause a citation to be issued to the property owner or the occupant of the property upon which such vehicle, junk, recreational equipment or firewood is located. In addition, action to abate such nuisance may be commenced, as provided in § 261-7 of this chapter.
- I. Penalty. Any person who shall be adjudicated to have violated any of the provisions of this section shall be subject to a forfeiture as provided in Chapter 1, § 1-4 of this Code plus the costs of said prosecution and, upon default of payment of such forfeiture and costs, shall be imprisoned in the county jail until such forfeiture and costs are paid, but not to exceed 10 days. Each day that a violation of this section continues shall be deemed a separate offense.



**HOLD HARMLESS CLAUSE:**

The special event or entertainment sponsor hereby agrees to indemnify and hold harmless the City of Waterloo, Wisconsin, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Waterloo acting within the scope of their employment.

Further, the event sponsor agrees to indemnify the City of Waterloo and any of its agents, public officers, officials or employees and authorized volunteers for any attorneys fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.

**INSURANCE REQUIREMENTS:**

Proof of insurance is required of all Special or Entertainment Event Sponsors before the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide a Certificate of Insurance with your completed application by, \_\_\_\_\_ 20\_\_ to the **City Clerk's Office 136 N. Monroe Street, Waterloo, WI. 53594**. Insurance coverage shall be from companies and in amounts acceptable to the City of Waterloo. Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.

**PERMITTED USE OF PUBLIC PROPERTY:**

Whereas the Special or Entertainment Event Sponsor agrees to use the public property at \_\_\_\_\_ in Waterloo, Wisconsin, known as, for staging of, the City of Waterloo does hereby agree to permit for use, at no cost, these premises for the date(s) of \_\_\_\_\_ through \_\_\_\_\_ 20\_\_\_\_. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

**LIABILITY WAIVER:**

The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Waterloo, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Waterloo acting within the scope of their employment.

**AUTHORIZED SIGNATURES:**

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Waterloo, as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special or Entertainment Event. **Permit applied for and all terms and stipulations agreed to by:**

Mike Monger  
\_\_\_\_\_  
Name (please print)

*Mike Monger*  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signatory Title (if applicable)

5/29/2026  
\_\_\_\_\_  
Date

THIS APPLICATION, WITH A DETAILED SITE PLAN ATTACHED, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO THE CLERK'S OFFICE NO LATER THAN **NINETY DAYS (90)** PRIOR TO THE OPENING DAY OF THE EVENT. Application received late or incomplete may be denied. Direct mail to the **City Clerk, City of Waterloo, 136 N. Monroe Street**, Waterloo, WI. 53594. A copy of the application will then be forwarded to the appropriate committees and or Departments for consideration of approval, denial, and scheduling.

Date application received: \_\_\_\_\_ Received by: \_\_\_\_\_

Clerk's Office to complete the section below:

Cc:

_____ Police Department	_____ Council Approval _____ Date
_____ Fire Department	
_____ Public Works	_____ Certificate of Insurance
_____ Waterloo Utilities	

**Fee for Profit Events = \$50.00 per event.**

***Fee is WAIVED for events held or sponsored by educational, charitable, nonprofit, or religious organizations when the proceeds are devoted to the purposes of such organization.***

**Fee Paid:** \_\_\_\_\_ **Date Paid:** \_\_\_\_\_

**Received by:** \_\_\_\_\_

## Attachment 1

### CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.
2. The Certificate of Insurance must include the following **minimum** limits of insurance coverage required for special events on City property:  
**\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.**
3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.
4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.
5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.
- 6. No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.**

Any questions regarding these insurance requirements should be directed to the City Clerk's Office at (920) 478-3025

**SPECIAL EVENT or ENTERTAINMENT WORKSHEET**

NAME OF EVENT: Trek 100

DATE (S) OF EVENT: June 20th, 2026 HOURS: 7:30am-5:00pm

LOCATION/PROPERTY: Trek Bicycles, 801 W Madison St, Waterloo WI 53594

**SAFETY PROCEDURES:**

1) Will you be providing private on-site security?  YES  NO

If yes, list security company name. Trek Employee

Where will security be needed? HQ Parking lot, overnight

What times will security be needed? June 19 5:00pm - June 20 5:00am

Will WPD officers be required?  YES  NO

Municipal estimation of cost: \_\_\_\_\_ WPD Personnel @ \$ \_\_\_\_\_ /hour = \$ \_\_\_\_\_

2) What are your plans for medical assistance? Waterloo Fire & Lake Mills Fire

Municipal estimation of cost: \_\_\_\_\_ WFD equipment/personnel @ \_\_\_\_\_ \$ hours = \$ \_\_\_\_\_

3) Will there be fireworks at your event?  YES  NO

Date of fireworks \_\_\_\_\_ Time of Fireworks \_\_\_\_\_

Name/Address of company supplying fireworks \_\_\_\_\_

Fire Marshall must be contacted for approval and consultation.

**SET UP / CLEAN UP PROCEDURES:**

1) Name of person in charge of set up: Mike Monger phone # 443-690-1818

2) What time will set up begin: 5:00am

3) Name of clean up contact person: Mike Monger Cell Phone# 443-690-1818

4) Estimated time for clean up after event: 5:00pm-9:00pm

**FEES AND PROCEEDS:**

1) Will admission be charged for this event?  YES  NO

If yes, how much: Adult \_\_\_\_\_ Seniors \_\_\_\_\_ Students \_\_\_\_\_

Children 5 & under \_\_\_\_\_ Families \_\_\_\_\_

2) If a participant fee is charged, please indicate the amount: Booth: \_\_\_\_\_

Concessionaire: \_\_\_\_\_

3) Will alcoholic beverage(s) be sold? YES NO

If yes, what beverage and at what cost? \_\_\_\_\_

4) What does the Sponsor intend to do with any revenue over and above the expenditures? \_\_\_\_\_

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.)

**ENTERTAINMENT AND PROMOTIONS:**

2) List names of performers and entertainment groups:

\_\_\_\_\_  
\_\_\_\_\_

2) Describe other entertainment / activities planned for your event: \_\_\_\_\_

\_\_\_\_\_

3) How will your event be promoted? Television Radio Newspapers Posters Flyers  
other \_\_\_\_\_

**PUBLIC PROPERTIES PROCEDURES:**

If you are requesting city services, please complete the following area:

1) Will you need barricades? YES NO

Purpose of barricades: (qty 6) Type 3 barricades \_\_\_\_\_

Location of placement: HWY 19 & McKay Way, McKay Way & Knowlton Amount needed 6

Date barricades needed June 18th, 2026 Time of placement Anytime

Name of company providing service if other than City If city can not provide, I will request from BFS. \_\_\_\_\_

2) Will you require electrical service(s) YES NO

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost\$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location \_\_\_\_\_ Entainer name \_\_\_\_\_

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_ Entainer name \_\_\_\_\_

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Name of company providing service if other than City: \_\_\_\_\_

3) Will you need fencing installed? YES  NO

Purpose of fencing: \_\_\_\_\_

Location: \_\_\_\_\_ Amount: \_\_\_\_\_

Date needed \_\_\_\_\_ Time needed \_\_\_\_\_

Estimated costs: \_\_\_\_\_ locations @ \$100. = \$ \_\_\_\_\_ Total costs

4) Will parking considerations be needed YES  NO

Type(s) "No Parking" Street signs needed on McKay from HWY 19 to CTY O, All of Knowlton St.

Location: \_\_\_\_\_ Amount \_\_\_\_\_

Date: June 18th \_\_\_\_\_ Time: AM \_\_\_\_\_

5) Will picnic tables be needed? YES  NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date needed: \_\_\_\_\_ Time needed \_\_\_\_\_

Estimated cost(s) \_\_\_\_\_ Picnic tables @ \$5.00 per table = \$ \_\_\_\_\_

6) Is a street sweeper needed? YES  NO

Location \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated cost(s) \_\_\_\_\_ hours @ \_\_\_\_\_ = \$ \_\_\_\_\_ total cost

Name of company providing service, if not City: \_\_\_\_\_

7) Will you need additional trash bins? YES  NO

If yes how many requested? Cardboard trash bins \_\_\_\_\_ Barrels \_\_\_\_\_

Where do you want them placed? \_\_\_\_\_

Name of disposal company if other than the City: \_\_\_\_\_

Where will dumpster be place: \_\_\_\_\_

8) Will water connection be needed?

YES

~~NO~~

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated costs: \_\_\_\_\_ connection(s) @ \$20.00 = \$ \_\_\_\_\_ Total water costs