



136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
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: July 18, 2024
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: June 20, 2024.
- 3) PUBLIC COMMENT
- 4) OLD BUSINESS
 - a) Purchasing Policy/Ordinance #2024-10 An Ordinance Amending Section 53-8 Purchases, Grants, and Donations.
- 5) NEW BUSINESS
 - a) June 2024 Financial Statements: Payroll \$107,059.94, General Disbursements \$195,480.13 and Clerk/Treasurer's Reports [\[see on municipal website\]](#)
 - b) Resolution 2024-24 DPW purchase Berlon Grapple
 - c) Resolution 2024-25 DPW purchase Virnig Auger Drive
 - d) FD Bylaws
 - e) Resolution 2024-26 Fire Dept. Ceiling Fans Estimate
 - f) Resolution 2024-23 Fire Dept. Stryker EVAC Chair
 - g) Resolution 2024-27 Fire Dept Spring Replacement
 - h) Fire Dept/Police Ride Along Policy
- 6) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 7) ADJOURNMENT

Jeanne Ritter
Clerk/ Deputy Treasurer

Committee Members: Thomas, Weihert and Kuhl

Posted, Emailed & Distributed: 07/12/2024.

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

June 20, 2024

[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; DPW Supervisor C. Yerges; Utility Superintendent Sorenson and Clerk Ritter.
- 2) APPROVAL OF MEETING MINUTES: May 16, 2024, and June 6, 2024. Motion [Kuhl/Weihert] VOICE VOTE: Motion carried.
- 3) PUBLIC COMMENT (3 Minute Time Limit) none
- 4) NEW BUSINESS
 - a) May 2024 Financial Statements: Payroll \$131,682.81, General Disbursements \$218,608.95 and Clerk/Treasurer's Report [see on municipal website]. Motion to Recommend to Council [Kuhl/Weihert] VOICE VOTE: Motion Carried.
 - b) Waterloo Water & Light TIF dollars from TID#5
 - c) Purchasing Policy/Ordinance Rewrite Ordinance to present at next meeting July 18, 2024 to refer to Purchasing Policy [Kuhl/Weihert] VOICE VOTE: Motion carried.
Motion to move e) in front of d) [Kuhl/Weihert] VOICE VOTE: Motion carried.
 - d) Hiring Policy Discussion next meeting July 18, 2024
 - e) Concrete Repair Quote Basement and Garage Tabled [Weihert/Kuhl] VOICE VOTE: Motion carried.
- 5) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 6) ADJOURNMENT. MOTION: [Kuhl/Weihert] To adjourn. VOICE VOTE: Motion carried. Approximate time 7:00 pm.

Jeanne Ritter
Clerk/Deputy Treasurer



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ORDINANCE #2024-10

An Ordinance Amending Section §53-8 Purchases, **Grants and Donations**

The Common Council of the City of Waterloo, Wisconsin do ordain as follows:

Section 1: § 53-8 **Purchases, Grants and Donations**

~~No equipment or supplies shall be purchased by any City official unless previously budgeted. Equipment and supplies which cost over \$500 shall also be approved by the appropriate committee and the Council; however, emergency purchases not to exceed \$500 may be approved by the department head and the Mayor or the appropriate committee chairperson.~~ All purchases, grants and donations shall follow the City of Waterloo's Purchase Policy.

Section 2: This ordinance shall take effect and be in force after its passage and publication in a manner provided for by law.

Acted on and adopted at a result meeting of the Common Council on July 18, 2024.

CITY OF WATERLOO

Jenifer Quimby, Mayor

Attest:

Jeanne Ritter, City Clerk

Date Adopted _____

Date Published _____



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Resolution 2024-24

A Resolution Allowing the Department of Public Works (DPW) to Purchase a Berlon 72" Root Grapple for Skid Loader in the City of Waterloo

Whereas, the Department of Public Works in the City of Waterloo requires a Berlon 72" Root Grapple for its skid loader to effectively carry out essential maintenance and improvement tasks; and

Whereas, Mid-State Equipment has provided a quote for the purchase of the Berlon 72" Root Grapple at a cost of \$3,820.00, which is deemed fair and competitive; and

Whereas, the funds for the purchase of the Berlon 72" Root Grapple will be sourced from _____;

Now, therefore, be it resolved by the City Council of Waterloo, that:

1. The Department of Public Works is authorized to proceed with the purchase of the Berlon 72" Root Grapple for the skid loader.
2. The total cost of \$3,820.00 for the Berlon 72" Root Grapple shall be allocated from _____.
3. The City Clerk is directed to initiate the necessary procurement processes and execute the purchase agreement with Mid-State Equipment for the acquisition of the Berlon 72" Root Grapple.
4. This resolution shall take effect immediately upon adoption.

Introduced and passed by the City Council of Waterloo on this 18th day of July, 2024.

Signed: _____
Jenifer Quimby Mayor of Waterloo

Attest: _____
Jeanne Ritter, City Clerk/Deputy Treasurer

ALL WARRANTIES, IF ANY, MADE WITH RESPECT TO THIS EQUIPMENT ARE THOSE WARRANTIES MADE BY THE MANUFACTURE. DEALER MAKES NO WARRANTIES EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.



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Resolution 2024-25

Resolution for the Purchase of Virnig HD Auger Drive and Auger Bits for Skid Loader for the DPW

Whereas, the City of Waterloo Council recognizes the need for a Virnig HD Auger Drive and Auger Bits to enhance the capabilities of the skid loader used for multiple DPW projects; and

Whereas, Mid-State Equipment has provided a quote for a Virnig HD Auger Drive at \$3,950.00, an 18" Auger Bit at \$989.00, and a 30" Auger Bit at \$1,575.00, totaling \$6,514.00; and

Whereas, the City of Waterloo Council finds the quoted prices to be competitive and reasonable for the equipment needed; and

Whereas, it is in the best interest of the City of Waterloo to proceed with the purchase of the Virnig HD Auger Drive and Auger Bits;

Now, therefore, be it resolved by the City of Waterloo Council that:

1. The purchase of a Virnig HD Auger Drive and Auger Bits (18" and 30") from Mid-State Equipment is approved.
2. The total cost of \$6,514.00 for the equipment shall be funded from _____.
3. The City of Waterloo Council authorizes the City Clerk to make the necessary arrangements for payment and delivery of the equipment.
4. This resolution shall take effect immediately upon adoption.

Passed and approved by the City of Waterloo Council this 18th day of July, 2024.

Signed: _____
Jenifer Quimby Mayor of Waterloo

Attest: _____
Jeanne Ritter, City Clerk/Deputy Treasurer



www.midstateequipment.com

☐ 3660 Scenic Dr.
Jackson, WI 53037
262-677-8400

☒ N8690 Highland Rd.
Watertown, WI 53094
920-261-8118

☐ 8841 Antioch Rd
PO Box 10
Salem, WI 53168
262-843-2326

☐ W1115 Bristol Rd.
Columbus, WI 53925
920-623-4020

☐ S9711 Hwy 12
Prairie Du Sac, WI 53578
608-643-3307

☐ 4323 E US Hwy 14
Janesville, WI 53546
608-754-8450

☐ 355 Transit Dr. **RENTALS**
Columbus, WI 53925
920-623-4300

CUSTOMER QUOTE

Customer Name CITY OF WATERLOO
Address 136 N MONROE STREET
City Waterloo
State WI Zip 53594
County _____
Customer PO# _____

Ship To Address
Zip _____

Date 6/7/2024
Customer Acct# _____
Phone# _____
Cell# _____
Fax# _____
Email _____

Quote Expiration Date: 7/7/2024

EQUIPMENT INFORMATION

New	Used	Make	Model	Description	Hrs	Tag#	Serial#	Amount	GVW (lbs.)
<input type="checkbox"/>	<input type="checkbox"/>	VI	ADV36	Virnig HD Auger Drive				\$3,950.00	
<input type="checkbox"/>	<input type="checkbox"/>			for skid loader					
<input type="checkbox"/>	<input type="checkbox"/>								
<input type="checkbox"/>	<input type="checkbox"/>	VI	SAV30	30" HD Auger Bit				\$1,575.00	
<input type="checkbox"/>	<input type="checkbox"/>								
<input type="checkbox"/>	<input type="checkbox"/>	VI	SAV18	18" HD Auger Bit				\$989.00	
<input type="checkbox"/>	<input type="checkbox"/>								

EQUIPMENT DESCRIPTION / NOTES	Freight and Delivery
	\$6,514.00 Subtotal
	Less Trade
	Convenience Fee
*** Warranty does not include trucking	\$6,514.00 Subtotal
Thank you for your business :: Chris Niebauer :: 608-370-3350	Sales Tax %
10% Non-Refundable down payment required prior to ordering of Special ordered and NonStocked items.	Payoff Amount

TRADE INFORMATION: ALLOWANCE ON TRADE IN OF THE FOLLOWING WHICH I CERTIFY FREE FROM ALL ENCUMBRANCES								\$6,514.00	<Down Payment>
Year	Mke	Model	Description	Hrs	Tag#	Serial#	Trade Value		Total Cash price

Select									
Select									
Select									
Select									
Select									
Select									
Select									

WARRANTY INFORMATION

☐ New ☐ Extended ☐ Manufacture
☐ Used ☐ No Warranty ☐ Other/See below

Warranty doesn't cover delivery fee/service calls

Term _____ Hours _____

Term _____ Hours _____

All known defects of trades have been disclosed to Mid-State Representative prior to agreement. _____ (Customer Initials)

I CERTIFY THAT THE PROPERTY ABOVE IS ☐ IS NOT ☐ EXEMPT FROM WISCONSIN SALES TAX BECAUSE IT WILL BE USED OR LEASED IN PRODUCTION OF AGRICULTURE.

ALL INVOICES DUE UPON RECEIPT. A FINANCE CHARGE computed by the periodic rate of 1.5% per month which is an ANNUAL RATE of 18% will be applied to the adjusted balance that has become more than 30 days past due as of the billing date shown on the statement.

CUSTOMER SIGNATURE _____ Chris Niebauer _____ MID-STATE SALES REPRESENTATIVE _____ DATE _____ Auth. Dealer Signature _____

Thank you for your business!

Rev. 01/21/2016

ALL WARRANTIES, IF ANY, MADE WITH RESPECT TO THIS EQUIPMENT ARE THOSE WARRANTIES MADE BY THE MANUFACTURE. DEALER MAKES NO WARRANTIES EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

BYLAWS
OF THE WATERLOO FIRE & RESCUE DEPARTMENT
WATERLOO, WISCONSIN

Revised on 11/24/2021, 5/30/2023, 2/28/2024, 4/1/2024

You are a member of the Waterloo Fire & Rescue Department as such, your special attention is called to the provisions of these By-laws, it is to our mutual and individual interest that this be strictly observed in all its provisions.

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ARTICLE ONE

Section 1- This organization shall be known and designated as the WATERLOO FIRE & RESCUE DEPARTMENT of Waterloo, Wisconsin, which shall be known as WFRD

Section 1A- All Bylaws or any part thereof, may be altered, amended or annulled at the Annual WFRD meeting or by special meeting. A majority vote by all WFRD members present at the meeting of the WFRD shall be needed to pass and subject to City Council approval.

Section 1B- These Bylaws shall be reviewed twice a year by a committee consisting of 4 members of the WFRD.

Section 1C – All policies will be set by the Chief and the elected Officers of the WFRD.

ARTICLE TWO

Section 1 – Application:

Any person (18) eighteen years old or older, who is a resident of the City of Waterloo or a resident of our Fire District or within a (15) fifteen-mile radius of the Waterloo City limits, with the exception of EMS personnel. All persons must file with the City Clerk an application in writing for membership in the WFRD. The names of all applicants for active membership shall be announced at a regular WFRD meeting and submitted to City Hall for insurance purposes. New member(s) shall then serve a (1) one-year probationary period. Upon passing a physical, drug and alcohol test, and criminal background check, which will be provided by the WFRD the member is eligible for membership in the WFRD. Tests will be within the (1) one-year probationary period.

Section 2- Interview:

The interview committee will consist of at least 3 members of the WFRD and should contain at least 1 firefighter and 1 EMS, if possible, if not cross trained. All new members to the WFRD shall be interviewed by the interview committee members, brought to the officers for approval and be voted on after their probationary period has expired.

Section 3- Probationary Period

The first twelve (12) months of employment with the WFRD are considered a probationary period. For all new members during their probationary period, members job skills will be evaluated every ninety (90) days by an Asst. Chief or designated officer. If during this period, members' work habits, attitude, attendance, or performance do not meet WFRD standards, employment can be terminated immediately with or without cause or hearing.

At the end of the probationary period all members shall have completed the Probationary Training (see Appendix A and B) and undergo a performance review with the Chief or Asst. Chief. This review will be similar to the job performance review that is held for fulltime members on an annual basis. Members are encouraged to communicate comments and ideas with the officers during performance reviews.

At the next regular WFRD meeting, after your probationary period has ended, your name will be put forth to the membership for confirmation. Their election shall be by ballot, and it shall be necessary for the candidate to receive a majority of the votes of the members present and no member shall be excused from voting unless by unanimous consent of this meeting. Upon confirmation your name will be forwarded to the Waterloo City Council **for confirmation.**

Section 4- It shall be up to the WFRD & the Mayor to determine staffing levels.

ARTICLE THREE

Section 1- Uniforms for the WFRD members and Officers will be provided as funds allow.

Section 1A - All members, when hired, are issued one WFRD logoed navy-blue t-shirt (when in stock) and after one year, are given one WFRD logoed navy-blue polo shirt (when in stock). Additional clothing items are personally purchased.

Members are expected to be clean, neat and to use good taste in their personal appearance and dress when representing the WFRD.

Section 1B - WFRD coats are given to active members, as funds allow. ~~, or when coat orders are placed.~~

Section 1C - Class A uniforms will be provided to members, as funds allow and after your probationary period. Full Dress Class A uniforms are comprised of dress coat, long sleeved gray shirts, black tie, black pants, black hat, black belt, black socks with black dress shoes and badge, name pin, and accommodation bars. You are required to wear your uniform, in full, when told to do so as determined by the Chief. Full Dress Class A uniform will be worn for funerals, weddings, and other WFRD functions such as photos, receptions or dinners.

Class B uniform is comprised of short sleeved grey shirt, black shorts (at least mid-thigh no shorter). If there is an allowed variation of the uniform it will be communicated to you by the Chief. ~~(i.e., black shorts are allowed or no tie is required)~~

Class C uniform is comprised of polo shirt, duty pants, black socks, and black shoes or boots. Some events will require you to wear your blue logoed polo. If you have not been issued a polo, a blue logoed WFRD t-shirt in good condition will do.

Section 2 - If the Officer in charge determines that an employee's appearance is not appropriate or professional, and the member has not taken corrective measures, he or she may be subject to disciplinary action. Officers will determine if your apparel or appearance is appropriate, and will speak to you if an adjustment is needed, and give you a reasonable timeframe to make adjustments. Questions pertaining to what is appropriate should be addressed to an officer or the fulltime staff.

Section 2A - While on call, EMS personnel are to wear their WFRD logoed navy-blue items, dark blue or black pants, black closed toe shoes and their pager when on call. Wearing the polo is preferred. Wearing a WFRD logoed navy-blue sweatshirt or t-shirt, in good condition, is also considered professional. All clothing must be clean, neat and in good condition, this includes pants, socks, shoes/boots and coat. In cold weather wearing a dark long-sleeved shirt under WFRD logoed items is acceptable. In hot weather members may wear shorts on call, if the shorts are dark blue or black, professional looking and reach to at least mid-thigh.

EMS members will be issued a WFRD EMS parka for cold weather. This is WFRD property and must be returned. Parkas are issued to active EMS members who are past probation and as they are available. All members can purchase the logoed navy-blue clothing through the current vendor. It is the member's responsibility to purchase adequate amounts of additional logoed clothing. When acknowledging on 'I am responding' as available for the second out call, please make an attempt to respond clean, neatly attired in some sort of WFRD logoed item.

Section 2B - Members are required to wear full protective gear while performing their fire/rescue job. In accordance with Wisconsin Statute 103.14, employers who extend offers of employment must notify potential employees of WFRD requirements regarding hairstyle, facial hair and clothing. NFPA 1500 every suppression member will refrain from having beards, goatees, heavy sideburns and untrimmed hair that interferes with the proper and safe wearing of the SCBA.

Section 2C - WFRD uniforms shall not be worn where alcoholic beverages are sold or consumed as the primary function, except in the performance of WFRD duties.

ARTICLE FOUR

Section 1- Resignation:
Reference Policies and Procedures Article 5.7

Section 2 – All members of the WFRD will make themselves available to work at all major functions of the WFRD throughout the year.

Section 3- All members of the WFRD will be trained to the standards as mandated by the State of Wisconsin. Reference Policies and Procedures Article 5.3.4

ARTICLE FIVE

Section 1-The Chief shall have complete charge of all emergency equipment and supervision thereof. The WFRD shall respond to all emergency alarms. All funds received from these emergency responses and from State insurance refund shall be deposited in the appropriate WFRD revenue account.

ARTICLE SIX

Section 1 -The position of Chief shall be appointed by the mayor and confirmed by the City Council, UPON recommendation of the WFRD members. A (3) three-year term commencing from the January WFRD Meeting. If there are no qualified candidates for the elected position of Chief; and it cannot be resolved within the membership, it shall be brought to the mayor and personnel committee of the City for guidance and advice.

Section 2 - The WFRD shall hold an Annual Meeting at the first regular meeting of the year, and at this meeting shall elect the following Officers for a term of two (2) years: **and confirmed by City Council.**

Assistant Chief

Captain

Captain

Lieutenant

Lieutenant

Secretary

Public Information Officer

Section 3 - In the event an Officer leaves their position before the end of their term. All other officers will move up with the lowest ranking position will be the appointed officer position, with the officers having the correct qualifications. The Chief, along with the recommendation of the officers, shall appoint a member of the WFRD with the correct qualifications to fill out the remaining term of the office.

Section 4 – Chief officers and officers will meet state requirements.

Requirements of Chief Officer:

- A. Minimum of (10) Ten years in the fire service
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer
- C. Reference SPS 330 Prior to Elections.
- D. Must have served as a company officer for at least (2) two years.
- E. Must have an AEMT certification prior to election.

Requirements of Assistant Chief Officer:

- A. Minimum of (10) Ten years in the fire service
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer
- C. Reference SPS 330 prior to elections.
- D. Must have served as a company officer for at least (2) two years.
- E. Must have an AEMT certification prior to election.

Requirements of Captains:

- A. Must have served as a Lieutenant for at least (2) two years.
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer.
- C. Reference SPS 330
- D. Holds an EMR, EMT license or higher.

Requirements of Lieutenants:

- A. Minimum of (3) Three years in fire service
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer.
- C. Reference SPS 330
- D. Holds an EMR, EMT license or higher.

Requirements of Public Information Officer:

- A. Must have completed Level II Firefighter
- B. Public Information course completion
- C. Holds an EMR, EMT license or higher.

ARTICLE SEVEN

Section 1- RULES OF ELECTION -The election of Officers for the WFRD shall be conducted by taking nominations from the floor for each elected position starting with the highest position up for election. All nominations shall be posted for all members voting to see the members nominated for each position up for election. A motion and a second shall close nomination for each position from the floor. The motion shall be approved and seconded by voice. After nominations are closed, voting will be done by ballot, with the highest-ranking officer appointing a ballot committee of (3) three members (probation members if any) of the WFRD. The top (2) two nominees receiving the most votes shall be voted on one final time, with the person receiving the most votes being appointed to that respective position. All voting to be done by ballot; the highest-ranking officer present shall act as Chairperson of the meeting. If only one (1) person is nominated, the membership may cast a unanimous vote for the nominee.

Section 2- Any member interested in running for an officer position who meets the qualifications as stated in Article Six Section 4 may address all members at the WFRD meeting (4) four months prior to the election.

Section 3- Once a vote has been taken it shall be considered final and binding.

Section 4- We shall implement EMS personnel to assist in the staffing of our EMS functions. EMS shall fall under the charge of the WFRD. It should be up to the WFRD Administration to determine staffing levels. All EMS members shall adhere to all rules of the WFRD. It should be so stated that EMS contrives of the following: any member(s), which has physical duties that pertain to EMS in general. (i.e.: shall consist of but not limited to AEMT, EMT'S AND EMR'S, AND DRIVERS). EMS members in good standing are allowed to partake in the voting of the officers, new members, and bylaws.

Section 5 - Election of Officers and Officer Requirements

WFRD Officers are elected by the membership from within the membership.

The election of officers occurs at the January WFRD Meeting (Fourth Monday). The highest-ranking officer present will act as Chairperson of the meeting.

Members present who are past their probationary period, meet the attendance requirement for voting, are eligible to vote. Fulltime employees are eligible to vote on Captains on down.

Section 5A - Attendance requirement for voting / Member in good standing

Members must be past probation and attended all trainings; and/or are current on their make-up trainings. Fire members need to have responded to a minimum of 10% of the yearly runs to qualify to vote. EMS members need to meet their yearly 288-hour requirement each year since the last election. Personnel on both fire and EMS need to qualify in both to vote for WFRD Officers.

ARTICLE EIGHT

Section 1 - Grievance proceedings Reference Policy and procedures Article 7.12

ARTICLE NINE

Section 1- The Chief to ~~deeree~~ **direct** what action to be taken on illness or funerals of members, their immediate family or past members.

ARTICLE TEN

Section 1- The format of the WFRD meeting shall follow the Roberts rule of order.

Section 2- The Chief shall appoint all standing committees.

Section 3- Every member wishing to speak, shall address the Chair, standing in their place, and confine themselves to the question under consideration and avoid personalities.

Section 4 When (2) two or more members arise at the same time, the Chair shall name the person who is to speak first.

Section 5 When a member is called to order, they shall resume their seat until the Chair shall have decided whether he/she be in order or not. Any member may appeal a decision of the Chair on a point of order and the question shall be: "Do you sustain the Chair?" and it shall be decided by a majority vote of the members present.

Section 6- When a question is under consideration, no motion shall be received unless to adjourn, to lie on the table, to postpone to a certain day, to amend or postpone indefinitely and these several motions Shall have precedence in the order in which they stand arranged.

Section 7- It shall be order for any member who voted in the minority on any question to move a reconsideration of such a vote at the same or the next succeeding meeting.

Section 8- All business not provided for in the proceeding rules shall be transacted in accordance with Roberts Rule of Order.

Section 9- A motion to adjourn shall always be in order.

Section 10- All Regular WFRD meeting will be on the 4th Monday of each month starting with the Officers meeting at 5:30 PM and WFRD meeting starting at 7:00 PM.

Section 11- Any member that serves (10) ten or more years in the WFRD will be invited back to the annual dinner every year. Any member not serving (10) ten years will be invited back every (5) five years until they have been out of the WFRD for (15) fifteen years and then they are invited back every year after the (15) fifteen-year date. (5) five years of no response to the invitation will be dropped from the list.

APPENDIX A
New Hire EMS Training

Policy Orientation	Members initials	Date
I have been shown the location of the Waterloo EMS Protocols and know where to find them for my reference.		
I have been explained the job duties of paid on call member and understand the requirements for the EMS job that I am entering and/or in probation with.		
I have been shown the EMS supply equipment/inventory room and explained the process of documenting replacement equipment		
I have been shown the location where all cleaning supplies for inside and outside of the rigs are and the use of such power washer and how it is stored.		
I have been shown how to use Core Elite run report system and Aladtec for scheduling.		
EMS crew scheduling: Aladtec Scheduling – I understand the shift times and breakdowns, trading shifts and the responsibility of covering my own shifts		
Ambulance Orientation	Members Initials	Date
I have been taken through all the external compartments of each ambulance and have a good understanding of where all equipment is located.		
I have been properly instructed on the drivers control panel of each ambulance and understand the basic operation of each button and control.		
I have been shown the mobile and portable radios in each ambulance and have been briefed on general radio etiquette for Jefferson, Dane and Dodge Counties.		
I have been briefed on the map book in each ambulance		
I have been briefed on the location and procedure of the conceal weapons box and understand the procedure for transporting		
I have been shown all the inside compartments of each ambulance and know the general location of the supplies		

APPENDIX A
New Hire EMS Training

I have been shown and instructed on the use of the cot operation and battery change out procedure		
I have been shown and instructed on the use of the stair-chair operation.		
I have been shown how to use the Lifepak 15 unit in all aspects and understand how to use the buttons and situations to use for.		
I have been shown the inventory and sanitation procedures that are done after every call to ensure everything is replaced and cleaned correctly.		
DRIVING: I understand that before driving I must go through EVOC/CEVO and be tested off.		
DRIVING: I understand that I will know the driving operations, engine compartment, checked off on drive time and be tested.		
Other Orientation	Members Initials	Date
I understand how to check the portable and main oxygen tank in the ambulance and when to change them out.		
I understand, when possible, to leave dirty linens at the hospital.		
I understand how to use the security system for the doors entering into the Dane County Hospitals (UW, UW East, St. Mary's, and Meriter Emergency Rooms)		
I have been explained the process on No Transport/Refusal forms and where to find them in the clipboard. Also, the transfer forms between services.		
I have been explained the appropriate scene safety issues and familiarization on where safety vests and cones are for traffic concerns		
I have been shown how to use and put on turn out gear and can put it on within one minute.		

APPENDIX A
New Hire EMS Training

Requirements for EMR Levels	Mentor Initials	Date
Able to perform a proficient and complete medical and trauma assessment		
Able to efficiently obtain a manual set of vitals		
Able to show proficiency in basic trauma care i.e. splinting and bandaging		
Able to show proficiency in oxygen delivery and its appropriate application		
The proper use and application of I-Gel, king, OPA and NPA airways		
Able to show use of Lifepak i.e. vitals, O2, capnography and defib		
The proper placement of cardiac leads		
Able to prepare IV bag and assisting AEMT with IV start		
Able to show knowledge in use and assisting in ASA, Glucagon, Albuterol and Narcan		
Able to show how to properly place a tourniquet on		
Requirements for EMT Levels	Mentor Initials	Date
Able to show knowledge in use and assisting in Nitro, Epi and Atrovent		
Requirements for AEMT Levels	Mentor Initials	Date
Shows proficiency in starting and maintaining an IV: Catheter gauge, location and drip rate for patient		
Able to show knowledge in use and applications on Narcan, D10, Nitro, Nitrous Oxide, IV acetaminophen and Ondansetron (Zofran)		
Able to demonstrate use and list locations for IO and knowledge of when to use them		

I, the undersigned, hereby certify that I have been properly taken through the above orientation process and all the initials are mine and complete. I also certify that I have been given the opportunity to ask any questions throughout or after the orientation process and I have a good understanding of the basic operations of the service.

After the general orientation checklist is complete you may ride as an attendant in an ambulance.

APPENDIX A
New Hire EMS Training

EMR Medications	Mentors Initials	Date
Oxygen – Dose: Reason:		
Aspirin – Dose: Reason:		
Glucagon – Dose: Reason:		
Oral Glucose – Dose: Reason:		
Albuterol – Dose: Reason:		
Nitro – Dose: Reason:		
Narcan – Dose: Reason:		
EMT Medications	Mentors Initials	Date
EPI – Dose: Reason:		
Atrovent – Dose: Reason:		
AEMT Medications	Mentors Initials	Date
0.9 Sodium Chloride – Dose: Reason:		
D10 – Dose: Reason:		
Nitrous Oxide – Dose: Reason:		
IV Acetaminophen – Dose: Reason:		
Ondansetron (Zofran) – Dose: Reason:		

Members Print Name

Completion Date

Member Signature

Mentor Print Name

Date

Mentor Signature

APPENDIX B
New Hire Firefighter Training

Name: _____

PROTECTIVE CLOTHING (TURN-OUT GEAR)

The New Hire Firefighter will demonstrate proper donning of his/her protective clothing (turn-out gear) in one (1) minute or less. This includes bunker pants, coat (including all snaps, buckles, Velcro, zippers) with collar up, hood in place, helmet on with ear flaps and face shield down (or goggles in place) and gloves on.

Date completed _____

Officer's signature _____

SELF CONTAINED BREATHING APPARATUS (SCBA)

The New Hire Firefighter will demonstrate proper SCBA unit check and bottle exchange techniques per Wisconsin State training requirements.

SCBA unit checks to include the back pack, frame, straps, buckles, bottle, tank gauge, pressure, warning bells, regulator, and emergency bypass operation.

Date completed _____

Officer's signature _____

Donning, as listed in the IFSTA Essentials of Firefighting current edition, may use over the head or coat method and must include a positive pressure (inhalation) and negative pressure (exhalation) seal check. This exercise will be completed in the one (1) minute or less.

Doffing – as listed in the IFSTA Essentials of Firefighting current Edition.

Date completed _____

Officer's signature _____

Bottle Exchange – as listed in the IFSTA Essentials of Firefighting current Edition.

Date completed _____

Officer's signature _____

Filling Bottles – how to properly fill the bottles off of the Cascade system and the MAKO air compressor

Date completed _____

Officer's signature _____

ATTACK LINES

The New Hire Firefighter will demonstrate proper deployment and re-packing techniques for the following attack lines (handling of the hose lines will be as listed in the IFSTA Essentials of Firefighting current Edition):

1 ¾" Cross lays, (single person).

Date completed _____

Officer's signature _____

APPENDIX B
New Hire Firefighter Training

2 ½" Attack line, (two person).

Date completed _____ Officer's signature _____

2 ½" Exposure line, (single person).

Date completed _____ Officer's signature _____

Right Rear skid load 2 ½" to 1 ¾" attack lines, (single person).

Date completed _____ Officer's signature _____

HYDRANT CONNECTIONS

The New Hire Firefighter will properly perform a large diameter hose (LDH) hydrant connection as listed in the IFSTA Essentials of Firefighting current Edition.

Date completed _____ Officer's signature _____

GROUND LADDERS

The New Hire Firefighter will demonstrate the ability to safely and efficiently perform the following ground ladder operations (the techniques used are as listed in the IFSTA Essentials of Firefighting current Edition):

The New Hire Firefighter will properly identify all ground ladders by type and size on all Waterloo Fire & Rescue Apparatus.

Date completed _____ Officer's signature _____

The New Hire Firefighter will verbalize ladder inspection and cleaning procedures.

Date completed _____ Officer's signature _____

The New Hire Firefighter will safely and efficiently raise, both flat and beam methods, fully extend, set angle, tie halyard for climbing, 24' extension ladder as listed in the IFSTA Essentials of Firefighting current Edition.

Date completed _____ Officer's signature _____

APPENDIX B

New Hire Firefighter Training

The New Hire Firefighter will safely and efficiently carry and set a 14" roof ladder up a previously set extension ladder and properly set the roof ladder on a roof as listed in the IFSTA Essentials of Firefighting current Edition.

Date completed _____ Officer's signature _____

The New Hire Firefighter will safely and efficiently demonstrate and encumbered climb up an extension ladder as listed in the IFSTA Essentials of Firefighting current Edition.

Date completed _____ Officer's signature _____

The New Hire Firefighter will safely and efficiently demonstrate a leg lock on a fully extended 24' extension ladder as listed in the IFSTA Essentials of Firefighting current Edition.

Date completed _____ Officer's signature _____

EQUIPMENT INVENTORIES

The New Hire Firefighter will verbalize the inventory compliment of Engine 68.

Date completed _____ Officer's signature _____

The New Hire Firefighter will verbalize the inventory compliment of Engine 67.

Date completed _____ Officer's signature _____

The New Hire Firefighter will verbalize the inventory compliment of Ambulances outside compartments.

Date completed _____ Officer's signature _____

The New Hire Firefighter will verbalize the inventory compliment of Ladder 73.

Date completed _____ Officer's signature _____

The New Hire Firefighter will verbalize the inventory compliment of Tender 95.

Date completed _____ Officer's signature _____

The New Hire Firefighter will verbalize the inventory compliment of Tender 94.

Date completed _____ Officer's signature _____

APPENDIX B
New Hire Firefighter Training

The New Hire Firefighter will verbalize the inventory compliment of Brush Truck 84 and Brush units.

Date completed _____ Officer's signature _____

ROPES AND KNOTS

The New Hire Firefighter will successfully tie each of the following fire service knots and hitches with a safety where required, in thirty, (30), seconds or less.

Figure "8" Knot

Time: _____ Date: _____ Officer's signature _____

Figure "8" Follow Through Knot

Time: _____ Date: _____ Officer's signature _____

Single Loop Figure "8" Knot

Time: _____ Date: _____ Officer's signature _____

Double Loop Figure "8" Knot

Time: _____ Date: _____ Officer's signature _____

In-Line Figure "8" Knot

Time: _____ Date: _____ Officer's signature _____

Munter Hitch

Time: _____ Date: _____ Officer's signature _____



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

Resolution 2024-26

A Resolution Waterloo Fire Department Purchase of Commercial Fans for Fire Department

WHEREAS, the Waterloo Fire Department is in need of improved ventilation and air circulation within the Fire Department premises for the comfort and safety of the personnel; and

WHEREAS, it has been determined that the purchase and installation of commercial-grade ceiling fans with 2-speed controls will significantly enhance the air quality and circulation within the Fire Department; and

WHEREAS, the estimated cost to furnish and install wiring for six 3-blade white industrial ceiling fans with 2-speed controls is \$_____ and work completed by_____;

NOW, THEREFORE, BE IT RESOLVED, by the Waterloo City Council on this day, July 18, 2024, that:

1. The Waterloo Fire Department is authorized to purchase and install six 3-blade white industrial ceiling fans with 2-speed controls for the Fire Department premises.
2. The estimated cost of \$_____ for the purchase and installation of the ceiling fans shall be funded from the remaining balance of the gutter fund that was not used but in the budget.
3. The Fire Chief or designated representative is hereby authorized to oversee the procurement and installation process in accordance with the relevant policies and procedures.
4. This resolution shall take effect immediately upon adoption.

Passed and approved by the City of Waterloo Council this 18th day of July, 2024.

Signed:_____
Jenifer Quimby Mayor of Waterloo

Attest:_____
Jeanne Ritter, City Clerk/Deputy Treasurer

United Electric, Inc.

PO Box 247
Clyman, WI 53016

ESTIMATE

Quote Number: 9115
Quote Date: Jul 17, 2023
Page: 1

Offices in: Clyman and Wisconsin Dells
Voice: 920-696-3580
Fax: 920-696-3592

Quoted To:

Richter Heating & A/C
421 Water Tower Court
Watertown, WI 53094

Site Address:

Waterloo Fire Department
Waterloo, WI

Customer ID	Good Thru	Sales Rep	Customer PO
Richter Heating	8/16/23		Richter-Waterloo FD

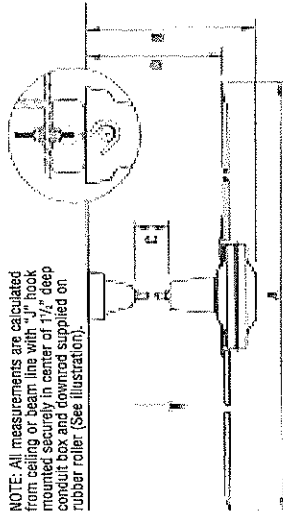
Item Qty	Description	Amount
	Option 1: Furnish and install (6) 56" 3 blade commercial fans & (2) fan speed controllers Total for option 1: \$6,500.00	
	Option 2: Furnish and install (3) 8' 6 blade commercial fans & (3) fan speed controllers Total for option 2: \$7,000.00	
	Notes: Option 1 is able to generate a maximum of 32,616 CFM's at 3.36 AMPS Option 2 is able to generate a maximum of 50,187 CFM's at 2.70 AMPS	

Subtotal	
TOTAL	



Heavy Duty Commercial Ceiling Fans

NOTE: All measurements are calculated from ceiling or beam line with "J" hook mounted securely in center of 1/2" deep conduit box and downrod supplied on rubber roller (See illustration).



CEILING FAN DIMENSIONS* (mm)				
MODELS SUPPLIED WITH 24" DOWNROD				
MODEL SERIES	A	B	C	D
36201C***	36"	33 1/2"	19"	30 1/2"
48201C***	48"	33 1/2"	19"	30 1/2"
56001LCC***	56"	33 1/2"	19"	30 1/2"
56201CLS***	56"	33 1/2"	19"	30 1/2"

* Allow for 1/2" variance in "J" hook depth.

*** Note for 8" downrod subtract 13" from measurement scale "C".



Factory supplied accessories to include:

- A) Special length downrods
- B) Totally enclosed impact resistant fan guard
- C) Tilted canopy cover
- D) Outdoor location installation kit

PROJECT _____

DATE _____

SHEET _____ OF _____

ENGINEER _____

ARCHITECT _____

CONTRACTOR _____

SUBMITTED BY _____

SCHEDULE

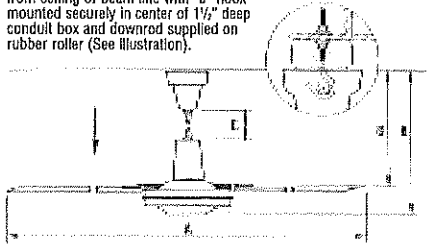
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Marley®
Engineered Products

Heavy Duty Commercial Ceiling Fans

NOTE: All measurements are calculated from ceiling or beam line with "J" hook mounted securely in center of 1 1/2" deep conduit box and downrod supplied on rubber roller (See illustration).



Models & Specifications:

CATALOG NO.		FAN TYPE	VOLTAGE	FAN SIZE (WIDTH)	CFM/WATTS	CFM	WATTS	EYEC**
FAN & CONTROLLER KIT	FAN ONLY							
36201K	36201C	High Efficiency	120	36"	64.0	2126	33.2	\$9.30
48201K	48201C	High Efficiency	120	48"	85.6	3861	45.1	\$12.60
56001LCK*	56001LCC*	High Efficiency/Low Ceilings	120	56"	87.8	4952	56.4	\$15.80
56201CLSK*	56201CLS*	High Efficiency/Low Speed	120	56"	81.0	5436	67.1	\$18.80

Note: All above products include 24" downrod.

*Effective amount of air volume moved past a plane 20ft. from fan. All specifications subject to change and improvement. **Estimated Yearly Energy Cost based on ENERGY GUIDE standards.

ACCESSORIES & MISCELLANEOUS ITEMS

CATALOG NUMBER	DESCRIPTION	SHIP WEIGHT
9FP024	WHITE TILTED CANOPY COVER - BROWN (9FP023), BLACK (9FP023B) ♦	1 LB
9D12BW	DOWNRODS - 12" ALSO AVAILABLE IN BROWN, REPLACE "W" IN MODEL NUMBER WITH "B"	1 LB
9D18BW	DOWNRODS - 18" ALSO AVAILABLE IN BROWN, REPLACE "W" IN MODEL NUMBER WITH "B"	3 LBS
9D36BW	DOWNRODS - 36" ALSO AVAILABLE IN BROWN, REPLACE "W" IN MODEL NUMBER WITH "B"	3 LBS
9D48BW	DOWNRODS - 48" (FOR LONGER SIZES - CONSULT FACTORY)	4 LBS
99992	OUTDOOR LOCATION INSTALLATION KIT*	1 LB
9DKITB	DOWNROD EXTENSION KIT	2 LBS

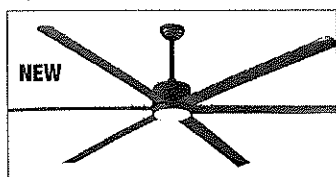
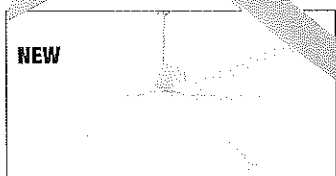
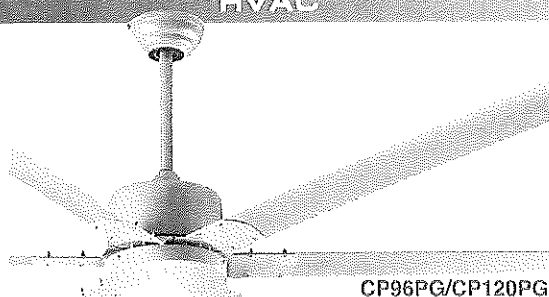
OPTIONAL SOLID STATE MOTOR SPEED CONTROLS

MODEL NUMBER	VOLTS	AMPS	DIRECTION	MAX QTY OF FANS CONTROLLED
CTL12004RSPD	120	5	Forward & Reverse	4

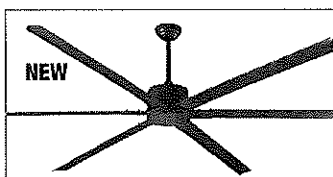
FANBOS

This economic, high volume low speed fan design is ideal for circulating air in Industrial and Commercial applications and can help save energy year round.

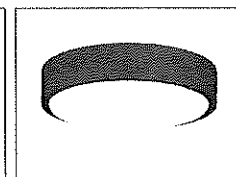
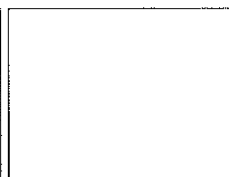
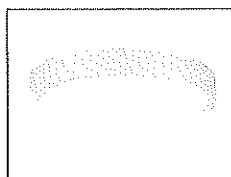
The FANBOS blankets a very large area by constantly moving air to create an expansive comfort zone. As a result, the big ceiling fan can create an evaporative cooling effect of three to four degrees throughout the facility. During the heating season, the FANBOS can destratify uneven temperatures that can be in excess of fifteen degrees from ceiling to floor. This results in significant energy savings since the heating system cycles less frequently.



Complete with light kit



OPTIONAL 1000 LUMENS LIGHT KITS

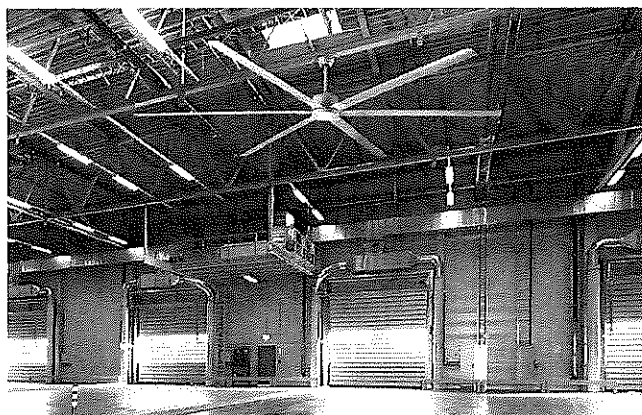


FEATURES

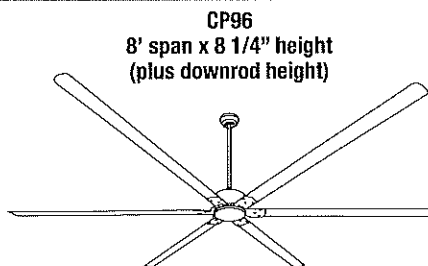
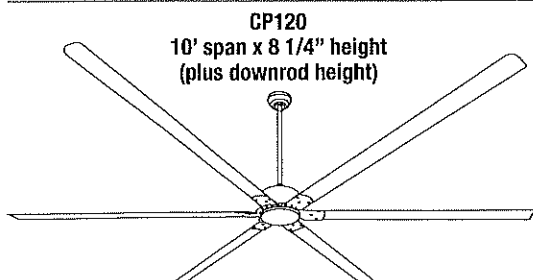
- Six aluminum airfoils contoured for maximum air movement
- DC motor for quiet performance and low operating cost
- 5 speed forward and reverse with remote control (wall mountable)
- Control multiple fans with one remote within 50'
- 1/4" powder-coated steel and anodized aluminum chassis resists rusting and corrosion even in cold and damp environments
- Standard with a 1" diameter 12" downrod mount. Optional 24" and 36" long downrods are available to purchase
- Easy installation with standard ball hanger design
- 48" lead wires
- 120 volt
- Damp rated
- Available in grey, white and matte black finishes
- CP96-LEDBK comes complete with light kit
- 5 year warranty

PERFORMANCE SPECIFICATIONS

CP120						
SPEED	RPM	CFM	CFM/W	WATTS	AMPS	EFFICIENCY
HIGH SPEED	69	20693	335	61.8	0.9	565 CFM/W
LOW SPEED	32	11087	1827	6.1	0.1	
CP96						
HIGH SPEED	105	16729	281	61.6	0.9	487 CFM/W
LOW SPEED	49	10292	1711	6.0	0.1	



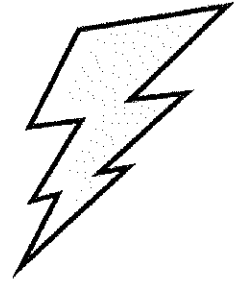
DIMENSIONS



COMPLETE WITH
5 SPEED CONTROL

BUSS ELECTRICAL CONTRACTING LLC.
W10971 State Highway 19
Waterloo, WI 53594 US
(920) 253-6568
busselectricalcontracting@gmail.com
www.busselectricalcontracting.com

Estimate



ADDRESS
Waterloo Fire Department
900 Industrial Ln
Waterloo, WI 53594

ESTIMATE #	DATE
1714	07/14/2022

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Furnish and install wiring for (6) 3-blade white industrial ceiling fans with (2) speed controls in truck shop/storage.			
	Lift:			500.00
	Material:			1,660.00
	Labor:			3,200.00
	TOTAL			\$5,360.00

Accepted By

Accepted Date



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

Resolution 2024-23

A Resolution of the City of Waterloo Authorizing the Purchase of a New Stryker Stair Chair for the Waterloo Volunteer Fire Department

WHEREAS, the Waterloo Volunteer Fire Department is in need of a new Stryker Stair Chair to enhance emergency response capabilities; and

WHEREAS, a quote has been obtained from Stryker for the purchase of a new Stryker Stair Chair in the amount of \$27,271.91; and

WHEREAS, the Fire Department intends to trade in two Evac + Chairs to receive a credit of \$500 towards the purchase, resulting in a grand total of \$27,140.72 after credits and shipping charges; and

WHEREAS, the funds for this purchase will be sourced from ARPA (American Rescue Plan Act) money received by the Fire Department in 2022 and 2023, in addition to FAP (Firefighter Assistance Program) money received in the current year;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waterloo that:

1. The purchase of a new Stryker Stair Chair from Stryker in the amount of \$27,271.91, with a trade-in credit of \$500 for two Evac + Chairs, resulting in a grand total of \$27,140.72 after credits and shipping charges, is hereby authorized.
2. The funds for this purchase shall be allocated from the ARPA and FAP funds designated for the Waterloo Volunteer Fire Department.
3. The City Clerk is authorized and directed to take all necessary actions to effectuate this Resolution.
4. This Resolution shall take effect immediately upon passage.

Passed and adopted this 18th day of July, 2024.

Signed: _____
Jenifer Quimby Mayor of Waterloo

Attest: _____
Jeanne Ritter, City Clerk/Deputy Treasurer



Xpedition Quote (2)

Quote Number: 10754935

Version: 1

Prepared For: WATERLOO FIRE DEPT

Attn:

Rep: Alex Yde

Email: alex.yde@stryker.com

Phone Number:

Service Rep: Austin Yde

Email: austin.yde@stryker.com

Quote Date: 08/04/2023

Expiration Date: 09/03/2023

Contract Start: 08/04/2023

Contract End: 08/03/2024

Equipment Products:

#	Product	Description	U/M	Qty	Sell Price	Total
1.0	625705550001	6257 XPEDITION MID CONFIG	PCE	2	\$13,128.38	\$26,256.76
2.0	650700450301	ASSEMBLY, BATTERY CHARGER	PCE	1	\$985.40	\$985.40
3.0	650700450102	ASSEMBLY, POWER CORD, NORTH AM	PCE	1	\$29.75	\$29.75
Equipment Total:						\$27,271.91

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-EVNC-SEC	TRADE-IN EVAC+CHAIR CHAIR TOWARDS PURCHASE OF STRYKER EVAC CHAIR	2	-\$250.00	-\$500.00

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$368.81
Grand Total:	\$27,140.72

Prices: In effect for 30 days

Terms: Net 30 Days



Xpedition Quote (2)

Quote Number: 10754935

Version: 1

Prepared For: WATERLOO FIRE DEPT

Attn:

Rep: Alex Yde

Email: alex.yde@stryker.com

Phone Number:

Quote Date: 08/04/2023

Expiration Date: 09/03/2023

Contract Start: 08/04/2023

Contract End: 08/03/2024

Service Rep: Austin Yde

Email: austin.yde@stryker.com

Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.



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

Resolution 2024-27
Resolution to Approve Installing New Springs on Fire Department Vehicle

Whereas, the City of Waterloo Fire Department vehicle is in need of new springs due to the worn-out and sagging condition of the current springs caused by age; and

Whereas, an estimate has been received from Madison Spring Incorporated for the replacement of the rear springs on the Fire Department vehicle; and

Whereas, the estimate includes the cost of parts amounting to \$2,226.42, labor costs of \$1,120.00, and shop supplies totaling \$167.32, resulting in a total estimate of \$3,697.79; and

Whereas, it has been determined that replacing the springs at the rear is the best option to ensure the proper functioning and safety of the Fire Department vehicle;

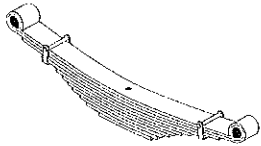
Now, therefore, be it resolved by the Waterloo City Council on July 18, 2024, that:

1. The installation of new springs on the Fire Department vehicle by Madison Spring Incorporated is approved.
2. An amount of \$3,697.79 is allocated from the appropriate budget line to cover the costs of the spring replacement.
3. The City Administrator is hereby authorized to take all necessary actions to execute the installation of the new springs in accordance with the provided estimate.
4. Funded from Truck Maintenance in the 2024 budget.
4. This resolution shall take effect immediately upon passage.

Passed and adopted by the Waterloo City Council this 18th day of July, 2024.

Signed: _____
Jenifer Quimby Mayor of Waterloo

Attest: _____
Jeanne Ritter, City Clerk/Deputy Treasurer



Madison Spring Incorporated
2550 Industrial Drive
Madison, WI. 53713-4809
Phone: 608-222-8677
INVOICES@MADISONSPRINGINC.COM
Fax: 608-222-8808

Estimate 14060
Date / /
Date Open 06/03/2024

Page: 1 of 1

Sold To : 478-2535 920

Ship To :

WATERLOO FIRE & RESCUE

USA

Written By JOEL		Terms EST		Time 12:18:59	Customer Po #		Promised		Phone		Ship Via	
Unit #		Plate #	Year	Make		Model	Mileage/Hrs 0/0.0		VIN			Engine
Qty	Description						BIN	ListPrice	Price	Total		
2.000	DAY44-117	SEAGRAVES SPRING ASSEMBLY							916.77	1833.54		
2.000	AUTM5333	SEAGRAVES SPRING PIN							60.31	120.62		
2.000	AUTM5335	SEAGRAVES SPRING PIN							68.09	136.18		
2.000	AUTM5337	SEAGRAVES SPRING PIN							68.04	136.08		
									SubTotal	2226.42		
8.000	Work Requested : SPRINGS ARE WORN OUT AND SAGGING. WITH THE AGE OF THE SPRINGS, SPRING REPLACEMENT AT THE REAR IS THE BEST OPTION. THE STEER AXLE SPRING APPEAR GOOD AT THIS TIME. ADD ROUGHLY \$200 FOR THE U-BOLTS AND NUTS. Work Completed : Work Requested : REPLACE (HD) STEER AXLE STEER AXLE SPRINGS. Work Completed :									1120.00		
									SubTotal	1120.00		

Returns of special order parts will have a 20% restocking fee. No returns on bent u-bolts. A finance charge of 1 1/2% per month (\$2.00 min) will be charged to your account on the unpaid balance after 30 days. Annual percentage rate 18%.

If you are sales tax exempt, please request the appropriate documents and we will be happy to remove the sales tax on your next purchase.

To setup a Charge account, please email a request to invoices@madisonspringinc.com

Parts..... 2226.42
Labor..... 1120.00

Shop Supplies 167.32

CAUTION - Retighten u-bolts and lug nuts after 50 and 500 miles. We will gladly retighten them.

Sub Total 3513.74
Sales Tax.... 184.05

Paid by _____

TOTAL 3697.79

Fire Service, Inc. - Lake Mills
 105 S Industrial Dr
 Lake Mills, WI 53551
 gwellach@fireserviceinc.com
 920-945-0166

Estimate **WI-8939**Date: **6/4/2024**

Replace
 Description: rear
 springs

Bill To
 Waterloo Fire Department (WI)
 900 Industrial Ln.
 Waterloo, WI 53594
 P: 920-478-2535

Remit Payment To
 Fire Service Inc.
 9545 North Industrial Drive
 Saint John, IN 46373

Service Order**Purchase Order****Authorizer**

WI-8939

Item	Description	Quantity	Rate	Amount
Labor	Replace rear springs that are worn.			\$1,240.00
Parts	Seagrave Spring Assembly			\$1,833.54
Parts	Seagrave Spring Pin			\$120.62
Parts	Seagrave Spring Pin			\$136.18
Parts	Seagrave Spring Pin			\$136.08
Parts	u bolts and hardware			\$200.00
Subtotal				\$3,666.42
Shop Supplies				\$62.00

Unit: Engine 68 (78C62) **VIN:** 1F9E628T65CST2030
License Plate: (Wisconsin) 60528
 2005SeagravePumper
Chassis: 19,882 Miles
Engine: 1,933 Hours

Labor	\$1,240.00
Parts	\$2,426.42
Subtotal	\$3,728.42
Exempt (0% of \$0.00)	\$0.00
Total	\$3,728.42

*: Core charges not included in total. You will be charged for any core that is not in returnable condition. This charge may be applied on a separate invoice.

The details and the estimate for the repairs provided above are based on our first inspection and do not constitute a guarantee that no further work or parts will be required. The estimate is not a guarantee of the final price of the repairs. The total bill of work and final price will be as per the details available on completion of the repairs. Other terms and conditions as applicable. If you authorize us to perform the above repairs, either verbally or in writing, you agree to pay in full for the work performed and parts required.

Customer Signature: _____

Printed Name: _____ Date: _____

A 3% fee will be assessed for credit card payments. For questions regarding your account, email fsi.ar@fireserviceinc.com or call 219-365-7157

WATERLOO FIRE DEPARTMENT

900 INDUSTRIAL LANE

WATERLOO, WI 53594

920-478-2343

DATE: _____

TO: CHIEF: Wesley Benisch
Waterloo Fire Department
900 Industrial Lane
WATERLOO, WI 53594

I, _____, AM REQUESTING THAT I BE
(Full name, DOB and phone number)

CONSIDERED AS A PARTICIPANT IN THE RIDE-ALONG PROGRAM WITH THE
CITY OF WATERLOO FIRE DEPARTMENT FOR THE FOLLOWING REASONS:

I, _____ do hereby, on this date, release any and all
liability pertaining to myself from the City of Waterloo and the Waterloo Fire
Department and its employees, while in a City of Waterloo Fire Department vehicle.

Signed: _____

Date: _____

Witnessed By: _____
(Parent's signature if ride-along minor.)

Ride-Along

PURPOSE AND SCOPE

The ride-along program provides an opportunity for persons to experience the Fire & EMS function firsthand. This policy provides the requirements, approval process and hours of operation for the ride-along program.

403.1.1 ELIGIBILITY

Reasonable efforts should be made to accommodate interested persons. Any applicant may be disqualified without cause from participating in the program.

The following factors may be considered in disqualifying an applicant and are not limited to:

- Being under 18 years of age
- Prior criminal history
- Pending criminal action
- Pending lawsuit against the Department
- Denial by any Fire Department officer

PROCEDURE TO REQUEST A RIDE-ALONG

Generally, ride-along requests will be scheduled by the Chief of Waterloo Fire Department. The participant will complete and sign a ride-along waiver form. If the participant is under 18 years of age, a parent/ guardian must sign the ride-along form.

If the ride-along is denied after the request has been made, a representative of the Department will contact the applicant and advise him/her of the denial.

Once approved, civilian ride-alongs will be allowed to ride no more than twice a month. An exception would apply to the following: cadets, Explorers, qualified volunteers, chaplains, auxiliary an Fire & EMS applicants with approval of the Chief.

An effort will be made to ensure that no more than one citizen will participate in a ride-along during any given time period. Normally, no more than one ride-along will be allowed in the Fire Department vehicles at a given time. When practicable, ride-alongs who request multiple opportunities to participate in the ride-along program should be rotated among Crew Chiefs.

Waterloo Fire Department

Policy Manual

Ride-Along

Ride-along participants may not carry firearms.

SUITABLE ATTIRE

Any person approved to ride-along is required to be suitably dressed. Sandals, graphic T-shirts, tank tops, shorts and ripped or torn blue jeans are not permitted. The Crew Chief may refuse a ride-along to anyone not properly dressed.

Crew Chief RESPONSIBILITIES

Crew Chiefs shall consider the safety of the ride-along at all times.

Crew Chiefs should use sound discretion when encountering a potentially dangerous situation.

Conduct by a person participating in a ride-along that results in termination of the ride or is otherwise inappropriate should be immediately reported to the Chief.

The Chief of Fire Department is responsible for maintaining and scheduling ride-alongs.

CONTROL OF RIDE-ALONG

The assigned employee shall maintain control over the ride-along at all times and instruct him/her in the conditions that necessarily limit participation. These instructions should include the following:

- (a) The ride-along will follow the directions of the Crew Chief.
- (b) The ride-along will not become involved in any patient care.
- (c) Ride-alongs may be allowed to continue riding during the transportation
- (d) Ride-Alongs will follow all HIPPA Laws and regulation.
- (e) Ride-along wil not talk about any patient or patient care with anyone other than the crew on the call.
- (f) Crew Chief will not allow any ride-alongs to be present in any residence or situation that would jeopardize their safety or cause undue stress or embarrassment to a victim or any other person.

Waterloo Fire Department

Policy Manual

Ride-Along

- (c) Crew Chiefs will not allow any ride-alongs to be present in any residence or situation that would jeopardize their safety or cause undue stress or embarrassment to a victim or any other person.

Jeanne Ritter

From: William S. Cole <WCole@axley.com>
Sent: Monday, July 1, 2024 6:01 PM
To: Jeni Quimby
Cc: Lana Nelson; Jeanne Ritter; Tim Thomas
Subject: RE: Ride Along policy Fire Dept
Attachments: Waiver - Ride Along - Fire Dept - Waterloo.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Mayor,

The law concerning waivers has gotten a lot tighter over the years. The courts have not imposed very specific requirements in order for them to be enforceable. It is very doubtful what you attached would be enforced. These have become very complex and difficult documents to draft. Since we cannot anticipate what event would trigger the need for the waiver, it is impossible to draft one that is bullet proof. Attached is one that I believe would be enforceable, but as I say there is no guarantee in these matters. I know, you will likely roll your eyes, and think – really the lawyer has to replace a one page document with three.

You should also run the ride along program past your insurance carrier. Not just out of concern for injury to them, but if they do anything ostensibly on behalf of the city, which may harm someone else.

As always, please feel free to call should you have any questions or concerns.

Bill

William Cole
Attorney

AXLEY BRYNELSON LLP
2 E. Mifflin St. Ste 200 | Madison, WI 53703
P.O. Box 1767 | Madison, WI 53701-1767
Phone: 608.283.6766 | Fax: 608.257.5444
Email: WCole@axley.com | bio | axley.com

Legal Assistant: Hannah Massey
Phone: 608.260.2486 | Email: HMassey@axley.com

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From: Jeni Quimby <mayor@waterloowi.us>
Sent: Monday, July 1, 2024 2:48 PM
To: William S. Cole <WCole@axley.com>
Cc: Lana Nelson <lnelson@waterloowi.us>; Jeanne Ritter <jritter@waterloowi.us>; Tim Thomas <alder3@waterloowi.us>
Subject: FW: Ride Along policy Fire Dept

Caution - This email originated from outside your organization.

Hey Bill, hopefully another easy one to look at. I believe our PD has this ride-along policy that the FD just tweaked for them. Just need to confirm this is legit to do or if we need to do anything in regard to insurance?

We 'll have this on our city council agenda on the 18th, so would need an answer soon if we have some language to change or research anything else.

Thanks!

Jenifer Quimby
City of Waterloo, Mayor 2019
920-478-3025 NEW Cell 920-941-8200

From: Tim Thomas <alder3@waterloowi.us>
Sent: Monday, July 1, 2024 11:35 AM
To: Jeni Quimby <mayor@waterloowi.us>
Subject: Fwd: Ride Along policy

Sent from my U.S.Cellular© Smartphone
Get [Outlook for Android](#)

From: Fire Chief
Sent: Tuesday, June 25, 2024 11:04 AM
To: Tim Thomas <thomastr2000@yahoo.com>
Subject: Ride Along policy

Tim, Can you look this over and let me know what you think.

Chief
Wesley Benisch
Waterloo Fire Department

RELEASE, INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

PLEASE READ CAREFULLY! THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS.

BEFORE SIGNING THIS WAIVER AND RELEASE OF LIABILITY, READ THIS ENTIRE DOCUMENT CAREFULLY. IF YOU SIGN THIS DOCUMENT AND AN INCIDENT OCCURS RESULTING IN INJURY OR LOSS OF PROPERTY, THEN YOU WILL BE GIVING UP LEGAL RIGHTS THAT YOU MIGHT OTHERWISE HAVE. IF YOU DO NOT UNDERSTAND ANYTHING IN THIS DOCUMENT, OR IF YOU OBJECT TO ANY PROVISION CONTAINED IN THIS DOCUMENT, YOU SHOULD SEEK ADVICE FROM YOUR LEGAL COUNSEL. REQUESTS FOR MODIFICATIONS OF THIS DOCUMENT MAY BE DIRECTED TO THE FIRE CHIEF AT (920) 478-2343 WEEKDAYS BETWEEN 8:00am and 5:00pm.

The undersigned, whether one or more, hereinafter referred to as "Indemnitor" has requested permission from the City of Waterloo and its **FIRE DEPARTMENT** (collectively referred to as "City") to **PARTICIPATE AS A FIELD EXPERIENCE PROGRAM STUDENT OR CADET PROGRAM**, (hereinafter referred to as "The Activities") and Indemnitor acknowledges and agrees that the City would not permit Indemnitor to engage in The Activities if to do so would cause the City to be responsible to Indemnitor, or to anyone else in the event of injury or death to Indemnitor or damage to his/her property occurs or arises out of The Activities. Indemnitor therefore acknowledges and agrees that the City, Fire Department, and the City's agents, insurers employees and representatives shall be immune from any liability to Indemnitor should any injury, death or property damage occur to Indemnitor while engaging in The Activities.

Indemnitor acknowledges and agrees that there are certain risks and dangers involved in The Activities and Indemnitor acknowledges that participation in The Activities could cause potential injury, harm or damage to Indemnitor or to his/her property. The Activities may include all activities engaged in by normal fire fighters, with the exception that Indemnitors shall never be required to enter a burning structure. Indemnitor warrants and represents that he/she is in sound medical condition capable of participating in The Activities without risk to him/herself or others. INDEMNITOR, ON BEHALF OF HIMSELF/HERSELF ACCEPTS AND ASSUMES ALL RISKS WHATSOEVER ASSOCIATED WITH PARTICIPATION IN THE ACTIVITIES including, without limitation, risks of physical injury from strains, sprains, muscle injuries, trauma injuries caused by working with or near firefighting equipment, injury from vehicles, including collisions between motor vehicles of all types and descriptions, or any other accident, injury from equipment failure, injury resulting from inadequate safety equipment; mental injury, emotional stress; injury resulting from the effect of weather conditions, and INCLUDING NEGLIGENT ACTS AND OMISSIONS OF THE CITY, AND ITS AGENTS, EMPLOYEES, OFFICIALS AND OFFICERS. Indemnitor acknowledges and agrees that all risks are known and appreciated by Indemnitor. This release does not extend to injuries resulting from gross negligence or intentional misconduct from City or Fire Department agents, employees, officials, and officer. INDEMNITOR WAIVES ANY AND ALL SPECIFIC NOTICE OF THE EXISTENCE OF RISKS. Indemnitor agrees to abide by all rules and regulations of the City of Waterloo and its Fire Department.

The City is willing to allow Indemnitor to engage in The Activities only on the condition that Indemnitor assumes all risks of injury and harm that Indemnitor may sustain in connection with or as a result of Indemnitor engaging in The Activities and on the further condition that Indemnitor enters into this Agreement with the City.

In full understanding and agreement with the foregoing and in consideration of being allowed to participate in The Activities INDEMNITOR DOES HEREBY FOR HIMSELF/HERSELF AND HIS/HER HEIRS, ADMINISTRATORS, SPOUSE (IF ANY) AND CHILDREN (IF ANY), RELEASE, ACQUIT, FOREVER DISCHARGE AND COVENANT NOT TO SUE THE CITY OF WATERLOO, THE WATERLOO FIRE DEPARTMENT AND THEIR AGENTS, INSURERS, REPRESENTATIVES, OFFICERS, DIRECTORS AND EMPLOYEES (HEREINAFTER COLLECTIVELY REFERRED TO AS INDEMNITEES) from any claims, demands, actions, and causes of action of any nature or sort whatsoever, regardless of the form of action, whether in contract, tort, including negligence, strict liability or otherwise for injuries, including death, and/or damages, including property damages, and/or costs, expenses or attorneys fees, whether foreseen or unforeseen, sustained, threatened, incurred, directly or indirectly, arising from, out of, or in connection with or as a result of Indemnitor undertaking or engaging in all or any part of The Activities. THIS RELEASE APPLIES WITHOUT LIMITATION, except as to the grossly negligent or intentional misconduct of agents, employees, officials and officers of the City or fire department.

INDEMNITOR HEREBY AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS INDEMNITEES from and against any and all liabilities, obligations, losses, damages, penalties, claims, actions, suits, costs and expenses (including, but not limited to, reasonable attorneys fees) of any kind and nature whatsoever, which may be imposed upon, incurred by, or asserted against Indemnitees arising from, out of, or in connection with Indemnitor engaging in or undertaking any or all of The Activities. Indemnitor further agrees to defend Indemnitees, at Indemnitor's expense, against all demands, actions, suits, claims or proceedings brought or commenced by any person, firm or entity, including, but not limited to, Indemnitor's spouse (if any) and/or children (if any) for the recovery of any damages for or arising from any injury, illness and/or death of Indemnitor or damage to Indemnitor's property arising out of or alleged to have arisen out of Indemnitor engaging in or undertaking any or all of The Activities.

INDEMNITOR ACKNOWLEDGES THAT HE/SHE HAS ENTERED INTO THIS RELEASE, HOLD HARMLESS AND INDEMNIFICATION AGREEMENT KNOWINGLY, INTELLIGENTLY AND VOLUNTARILY. Indemnitor acknowledges that he/she has read and understood this Agreement and that he/she is an adult, or the parent of an underage cadet/student, and is authorized to enter into this Agreement on his/her own behalf and on behalf of his/her spouse (if any) and children (if any) and that this Agreement is binding upon his/her heirs, personal representatives, spouse (if any) and children (if any) and any other person entitled to act on his/her behalf.

The Indemnitor acknowledges he/she is not an employee of the City and is not entitled to compensation in any form, including but not limited to wages. As a non-employee, the Indemnitor further understands that he/she does not qualify for worker's compensation benefits if injured while performing The Activities, and therefore, the Indemnitor should have personal medical insurance.

If any provision of this Agreement shall be declared invalid or unenforceable to any extent, the validity of the remaining provisions or language of this Agreement shall not be affected thereby and shall be enforced to the full extent provided by law and to such extent, the provisions of this Agreement shall be deemed to be severable.

SIGNATURE BLOCK IMMEDIATELY FOLLOWS

This Agreement has been executed this ____ day of _____, 202____

INDEMNITOR

Participant Print Name

Participant Signature

If the above signed participant is under the age of 18, the below must be signed by a parent or guardian of the participant.

I am a parent or guardian of the above-named participant. I have read this entire 3 page document and agree to allow the participant to participate in the The Activities. I agree to all terms and conditions stated herein on behalf of both myself and the participant.

Parent Print Name

Parent Signature

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

revised: 08/21/2023

- ☐ **Meeting night: 3rd 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; practice two-year budgeting.
<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"/> Review and recommend Current Year Budget Amendment #1 (Jan. – June)
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"/> Review and recommend Current Budget Amendment #2 (July – Dec.)