



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: February 19, 2026
TIME: 6:00 pm
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES: January 15, 2026
- 3) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4) OLD BUSINESS
 - a) Resolution 2026-03 Fire Dept Bylaws
- 5) NEW BUSINESS
 - a) January 2026 Financial Statements: Payroll \$108,114.21, General Disbursements \$1,489,560.85, and Clerk/Treasurer's Reports [\[see on municipal website\]](#)
 - b) Resolution 2026-06 Fireman's Park Walking Trail Grant Application 80/20 Grant Maxs \$120,000, notice award July/August 2026, construction and reimbursement in 2028.
 - c) Resolution 2026-08 Police Dept Grant for Body Wearable Cameras
 - d) Police Chief Retirement 2026-07 Resolution Appointment of Police Chief [The Finance Committee may convene in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."]
- 6) ROLLING TASK LIST
- 7) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a) Dept. Head Reviews
- 8) ADJOURNMENT

Jeanne Ritter
Clerk/ Deputy Treasurer

Committee Members: Haseleu, Weihert and Kuhl

Posted, Emailed & Distributed:02/16/2026.

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noted. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services, please contact the clerk's office at the above location.

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
January 15, 2026

1. CALL TO ORDER AND ROLL CALL. C. Kuhl called the meeting to order at 6:00 p.m. Members in person: Weihert, Haseleu and Kuhl. Absent: none Others attending in person: Mayor Quimby; Alderperson Thomas; DPW Director Yerges; Utilities B. Sorenson; Chief of Police Sorenson; Treasurer Nelson; and WLOO Cable.
2. APPROVAL OF MEETING MINUTES: December 18, 2025, Motion [Weihert/Haseleu] VOICE VOTE: Motion carried.
3. PUBLIC COMMENT (3 Minute Time Limit) none
4. OLD BUSINESS
5. NEW BUSINESS
 - a. December 2025 Financial Statements: Payroll \$122,924.64, General Disbursements \$732,686.46, and Clerk/Treasurer's Reports [\[see on municipal website\]](#) Motion [Weihert/Haseleu] VOICE VOTE: Motion carried.
 - b. Mi-view AP/GL Product Demonstration - informational
 - c. Mi Pay Discussion - informational
6. ROLLING TASK LIST
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
8. ADJOURNMENT. MOTION: [Weihert/Haseleu] To adjourn. VOICE VOTE: Motion carried. Approximate time 6:30pm.

Jeanne Ritter
Clerk/Deputy Treasurer



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Resolution 2026-03

A Resolution Approving the FIRE/EMS BY-LAWS

A RESOLUTION AUTHORIZING THE REVISION AND ADOPTION OF UPDATED BY-LAWS FOR WATERLOO FIRE/EMS

WHEREAS, the City of Waterloo recognizes the importance of clear, current, and effective by-laws to ensure the proper governance, administration, and operation of Waterloo Fire/EMS; and

WHEREAS, the existing by-laws of Waterloo Fire/EMS require review and revision to reflect current operational practices, regulatory requirements, and organizational needs; and

WHEREAS, Waterloo Fire/EMS has undertaken the process of redoing and updating its by-laws to better serve the City of Waterloo and its residents; and

WHEREAS, the revised by-laws have been reviewed and approved by Waterloo Fire/EMS;

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

1. The revised by-laws for Waterloo Fire/EMS are hereby accepted and approved.
2. Waterloo Fire/EMS is authorized to implement and enforce the revised by-laws effective upon adoption of this resolution.
3. All prior by-laws or provisions inconsistent with the revised by-laws are hereby repealed to the extent of such inconsistency.

PASSED AND ADOPTED by the City Council of the City of Waterloo this ____ day of _____, 2026.

PASSED AND ADOPTED this ____ day of _____ 2026.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Jeanne Ritter Clerk/Deputy Treasurer

BYLAWS
OF THE WATERLOO FIRE & RESCUE DEPARTMENT
WATERLOO, WISCONSIN

Revised on 11/24/2021, 5/30/2023, 2/28/2024, 4/1/2024, 8/25/2025, 1/26/2026

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 January 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.

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 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 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. During probation members shall not be permitted to vote on department business and/or be on department committees.

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 - Member in good standing:

Members must have attended all fire & EMS 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. EMS members need to meet their yearly 192-hour requirement each year.

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.

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.

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 a member'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:

As life changes, and you are no longer able to give your full attention to the Department, you may at any time terminate/retire as member of Waterloo Fire and Rescue. We ask you to let us know in writing and return your department issued items. (Resignation/inactive form in Appendix A) If it is convenient, we would encourage an exit interview. Failure to return department issued equipment will result in an invoice from the department billing company. ^{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- Licenses & Certifications Minimum Requirements:

The department will pay all costs for classes and credits required to obtain and maintain all necessary licenses and certifications, for active members in good standing, that are required to perform job duties set forth by the department. When any member fails to stay in good standing (Reference Bylaws), they forfeit the privilege of having extra trainings, conferences, and certification/license renewals.

5.3.4A) CPR Training

All members will hold a valid CPR card at all times and will re-certify with American Heart at the station.

5.3.4B) ICS Training

Members are expected to complete NIMS 100, 200, and 700 certifications.

5.3.4C) EMS Training

Ambulance drivers will hold an EMR and maintain a license.

5.3.4D) Firefighter Training

Fire members will take entry level the first year, will take and become certified Firefighter I the next year, and will have four years to be certified Firefighter II. Fire members not interested in holding an EMR will go through an American Heart First Aid course. ^{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

Secretary

Public Information Officer

Appointed by the Chief:

Lieutenant
Lieutenant
EMS Service Director
EMS Assistant Service Director
EMS Training Coordinator

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 and be off probation.
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer Certification
- C. Must be SPS 330 compliant.
- 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 (8) eight years in the fire service and be off probation.
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer Certification
- C. Must be SPS 330 compliant.
- D. Must have served as a company officer for at least (2) two years.
- E. Must have an AEMT certification.

Requirements of Captains:

- A. Minimum of (5) five years in the fire service and be off probation
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer Certification
- C. Must be SPS 330 complaint.
- D. Holds an EMR, EMT license or higher.

Requirements of Lieutenants:

- A. Minimum of (3) three years in fire service and be off probation
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer Certification
- C. Must be SPS 330.

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.

Members may be considered as eligible for the above elected officer positions (excluding Chief of department) if they will satisfy the requirements for that position prior to or during their first term in that position.

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.

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.

Fulltime employees are eligible to vote on Captains on down.

Section 5A – Requirements for voting:

Members must have been on the department for a minimum of 6-months to be eligible to vote for WFRD Officers.

ARTICLE EIGHT

Section 1 - Grievance Procedure:

Effective member officer relationships are necessary to carry out the department's responsibilities to its residents in an efficient and economical manner. To maintain harmonious member officer relationships, it is advisable to give prompt consideration and equitable adjustment of member grievances informally, and both officers and members are expected to make every effort to resolve problems as they arise. However, it is recognized there will be grievances, which will be resolved only after formal appeal and review. Members are permitted to have representation present at any of the three steps below.

The Grievance Procedure is as follows:

Step 1: Discussion of the Problem with the Officer(s). If a member feels any working condition, policy, practice or action by the department or the Fire Chief is unjust, he or she should inform an officer and discuss the matter confidentially and in private with him or her.

Step 2: Written Grievance to Fire Chief. If the situation remains unresolved after discussion with an officer, a member may present the grievance in writing to the Fire Chief. Reference Appendix H. The written grievance shall fully state the details of the problem and suggest a remedy. It should also include a summary of communications with the officer/s on the subject. The written grievance should be filed within five (5) days of discussion with the officers.

Step 3: Grievance Conference with the Fire Chief and Mayor. The Fire Chief will review the grievance and call the member for a scheduled conference with the mayor. This may, at their discretion, be with or without the presence of other officers. At this conference, the member should feel free to openly discuss the complaint and substantiate the reasons for such grievance. The Fire Chief and Mayor will consider the member's input and render a decision. The conference should be scheduled within 15 days of filling the written grievance. ^{7.12}

ARTICLE NINE

Section 1- The Chief to 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.



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AUTHORIZING RESOLUTION
FOR OUTDOOR RECREATION GRANT APPLICATION(S)

City of Waterloo, Jefferson County, Wisconsin

Resolution No.2026-06

WHEREAS, the City of Waterloo is interested in acquiring or developing lands for public outdoor recreation purposes as described in the application; and

WHEREAS, financial aid is required to carry out the project.

THEREFORE, BE IT RESOLVED, that the City of Waterloo has budgeted a sum sufficient to complete the project or acquisition; and

HEREBY AUTHORIZES the Mayor to act on behalf of the City of Waterloo to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available; and
- Submit reimbursement claims along with the necessary supporting documentation within six (6) months of the project completion date; and
- Submit signed documents; and
- Take necessary action to undertake, direct, and complete the approved project.

BE IT FURTHER RESOLVED that the City of Waterloo will comply with state and/or federal rules for the program(s), may perform force account work, will maintain the completed project in an attractive, inviting, and safe manner, will keep the facilities open to the general public during reasonable hours consistent with the type of facility, and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

Adopted this _____ day of February, 2026.

I hereby certify that the foregoing resolution was duly adopted by the City of Waterloo at its City Council meeting on this _____ date of February, 2026.

City of Waterloo
Signed:

Mayor Jenifer Quimby

Attest:

Jeanne Ritter, Clerk/Deputy Treasurer

Application Deadline March 1 For Federal Recreational Trail Program (RTP) Grants

The deadline to apply for Federal Recreational Trail Program (RTP) grants has changed from May 1 to March 1 annually.

This change is occurring because the RTP grant program guidance and application will no longer be combined with the Knowles-Nelson Stewardship Local Assistance Program and the Federal Land and Water Conservation Fund grant programs.

The goal of the federal Recreational Trails Program is to encourage the maintenance, rehabilitation and development of trails and trail-side amenities by providing cost-sharing assistance to governmental units and qualified trail organizations. Funding is available for both motorized and non-motorized trails.

RTP Grants are facilitated by DNR staff in partnership with the Wisconsin Department of Transportation (WisDOT) and through funding appropriated to Wisconsin via the U.S. Federal Highway Administration (FHWA).

Grant application materials are now available on [the DNR's website](#). See the "Applying" tab in the center of the webpage for guidance and forms. The deadline to apply to RTP funding is March 1, 2026.

If you have questions about applying, please contact one of [the DNR's regional project managers](#) assigned to the Recreational Trails Program in your county. See also the DNR staff directory in [RTP Grant Guidance](#) (page 2).



City of Waterloo WI
Fireman's Park Walking Trail
PRELIMINARY ENGINEER'S COST ESTIMATE
 (1,560 LF x 12' WIDE)

BY: W.AHMAD, 01/22/2026

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1	FURNISH AND INSTALL 15-INCH CMP STORM SEWER	LF	30	\$ 110.00	\$ 3,300.00
2	FURNISH AND INSTALL 15-INCH CMP END WALL AND RIP RAP	EA	4	\$ 1,100.00	\$ 4,400.00
3	FURNISH AND PLACE BASE AGGREGATE DENSE 1.25" DENSE, INCLUDING UNDERCUTTING	CY	115	\$ 72.00	\$ 8,280.00
4	FURNISH AND PLACE 3-INCH HOT MIX ASPHALT PAVEMENT	TN	350	\$ 200.00	\$ 70,000.00
5	FURNISH AND PLACE TOPSOIL, SEED, FERTILIZER, MULCH AND WATER, 6-INCH	SY	2,775	\$ 14.00	\$ 38,850.00
6	UNCLASSIFIED EXCAVATION	LS	1	\$ 16,500.00	\$ 16,500.00
7	PAVEMENT MARKING	LF	520	\$ 7.00	\$ 3,640.00
8	FURNISH AND INSTALL SILT FENCE	LF	1,600	\$ 3.00	\$ 4,800.00
	10% CONTINGENCIES				\$ 14,977.00
	ENGINEERING				\$ 41,186.75
TOTAL					\$ 205,933.75



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RESOLUTION #2026-08
Approving the Police Department's Application for Federal Micro Grant through the Small Rural Tribal program (Body Cameras)

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

WHEREAS, the Waterloo Police Department has determined a need for Body Worn Cameras; and

WHEREAS, the Federal Micro Grant through the Small Rural Tribal (SRT) program has a 1:1 match (dollar for dollar); and

WHEREAS, A portion of the City's match may be satisfied through in-kind contributions; and

WHEREAS, the approximate cost is currently between \$50,000 to \$100,000, depending on vendor and capabilities;

WHEREAS, the body worn camera has become an essential tool in modern law enforcement.

THEREFORE, BE IT RESOLVED, the City Council of the City of Waterloo, Wisconsin, does hereby approve applying for the Federal Micro Grant for Body Worn Cameras at the February 19, 2026 meeting.

Passed and adopted: _____

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest: _____
Jeanne Ritter, Clerk/Deputy Treasurer

City of Waterloo Finance and Personnel Committee
Alderman Charles Kuhl
Alderwoman Jodie Haseleu
Alderman Rich Weihert

Dear Committee Members,

I am Lieutenant David Warner with the City of Waterloo Police Department, and I am respectfully requesting approval to apply for a Federal Micro Grant through the Small Rural Tribal (SRT) program. This federally funded grant opportunity is designed to assist small rural law enforcement agencies with fewer than 50 sworn officers in obtaining Body Worn Camera (BWC) equipment.

I want to emphasize that applying for this grant does not guarantee funding. However, if awarded, the grant would require a 1:1 match (dollar-for-dollar). A portion of the City's match may be satisfied through in-kind contributions, such as personnel time spent reviewing BWC footage, managing digital evidence, conducting quality assurance checks on camera operability, and related administrative duties. Should the grant be approved, the City would be responsible for providing matching funds equal to the awarded amount, with the potential to offset some costs through documented staff hours dedicated to the program.

The cost of implementing a BWC and squad camera system is significant, with estimates ranging from approximately \$50,000 to \$100,000 depending on the vendor and system capabilities. Pursuing grant funding to offset these expenses represents sound fiscal responsibility and good business practice.

A Body Worn Camera and squad camera system is an essential tool in modern law enforcement. It enhances transparency, strengthens community trust, and provides valuable protection for both officers and the City of Waterloo as a whole. These systems help document interactions, preserve evidence, and promote accountability in a manner that benefits our department and the community we serve.

I have attached available information regarding the SRT grant program. Additional and more detailed program requirements would be provided if we move forward with the application process and are selected for funding.

Thank you for your time and consideration. I respectfully request the Committee's approval to proceed with this grant application.

In cooperation,

Lt. David Warner
City of Waterloo Police Department

Re: Question on In Kind Match

From SRTBWC <info@srtbwc.com>
Date Wed 2/4/2026 8:36 AM
To Dave Warner <dnwarner@waterloowi.us>

Good morning Lieutenant Warner,

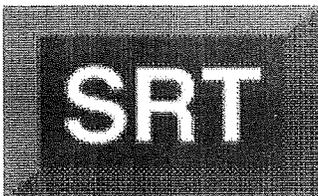
Thank you for reaching out to the SRT BWC Team. Please see our response to your question below:

1) I am reviewing your SRT Micro Grant and would like to have the "1:1 or "in Kind" matching requirement explained to me, so that I can make sure I have it right before applying. Knowing if I have to ask for funds or assistance to match the grant if it is granted?

The 1:1 match requirement means that for every federal dollar your agency receives from this grant program (award funds), your agency needs to show the same amount was paid with non-federal dollars toward your body-worn camera program. A cash match is cash spent on project-related costs deemed allowable by the terms of the grant. The cash spent on BWC-related invoices or IT-installation services related to BWC are some examples of a cash match. The other type of match is an in-kind match, which is simply the personnel time spent on BWC-related duties during the micro-grant period, such as periodic review of footage, managing digital evidence, quality assurance of camera operability, and so forth. This time equates to a cost that you can use for the in-kind match.

If you have any questions, feel free to reach out to our team at info@srtbwc.com or call 888-235-0565.

Thank you and have a wonderful day!
SRT BWC Team



Small Rural Tribal
BODY WORN CAMERA PROGRAM

From: Dave Warner <dnwarner@waterloowi.us>
Sent: Tuesday, February 3, 2026 11:07 AM
To: SRTBWC <info@srtbwc.com>
Subject: Question on In Kind Match

To who it may concern:

I am Lieutenant David Warner with the City of Waterloo Police Department in Wisconsin. We are a small and rural city in Jefferson County Wisconsin. We have approximately 8 full time officers and 2 parttime

officers. We are in need of new body cameras.

I am reviewing your SRT Micro Grant and would like to have the "1:1 or "in Kind" matching requirement explained to me, so that I can make sure I have it right before applying. Knowing if I have to ask for funds or assistance to match the grant if it is granted?

Thank you for your time and understanding, it is much appreciated.

Respectfully

Lieutenant David Warner
CITY OF WATERLOO POLICE DEPARTMENT
136 NORTH MONROE STREET
WATERLOO, WISCONSIN 53594
(920) 478-2343
dnwarner@waterloowi.us





Small Rural Tribal
BODY WORN CAMERA PROGRAM

Welcome to the Small, Rural, and Tribal Body- Worn Camera Website.

(SRTBWC)

Apply for Funding



Funding for the Small, Rural, and Tribal Body-Worn Camera program (SRT BWC) is now available. We have a two-step registration process.

Click anywhere here to begin registration and to access the application kit. The application deadline is on 11:59pm PT March 12, 2026.

The SRT BWC program provides funds for body-worn cameras to:

- 1) any law enforcement department with 50 or fewer full-time sworn personnel;
- 2) rural agencies (those agencies within non-urban or non-metro counties); and
- 3) federally-recognized tribal agencies.

Welcome to the world of body-worn cameras (BWC) for Small, Rural, and Tribal (SRT) law enforcement agencies.

We hope that this site provides you with timely, relevant, and useful information about body-worn cameras (BWCs).

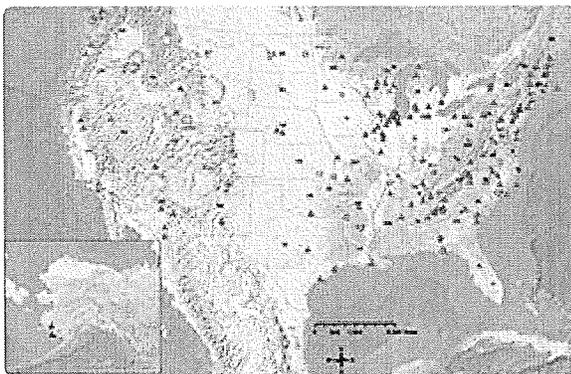
The SRT micro-grant program is funded by the Bureau of Justice Assistance (BJA) and operated by Justice & Security Strategies, Inc. (JSS). The purpose of this initiative is to provide funds and technical support to small, rural, and tribal agencies to implement body-worn cameras.

Intro to the SRTBWC Grant Program

00:00



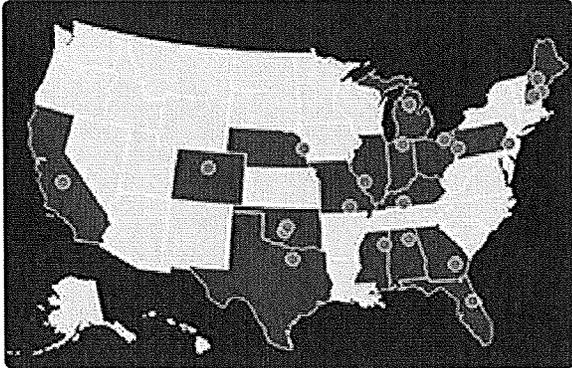
Award Announcement 2024



The U.S. Department of Justice's Bureau of Justice Assistance announced that it will award \$6 million to 170 small, rural and tribal law enforcement agencies for body-worn cameras. The grantees include 112 small towns, 40 county sheriff's and county police agencies, 12 federally-recognized tribal law enforcement agencies, and six university/ technical school law enforcement agencies across 46 states. The awards are in addition to the over \$17.56 million

that was awarded in 2021, 2022 and 2023 to support body-worn camera programs in small, rural and tribal law enforcement agencies. [Click here](#) to see the list of awards.

Success Stories



Each month, SRT-BWC Micro-Grantees are sharing their success stories as they report their progress. We are featuring these stories to help build knowledge about how body-worn camera programs are helping agencies across the country. [Click here](#) to review these stories and learn more about this program innovation. Submit your success stories in your monthly reports to be featured.

Grantee Resources



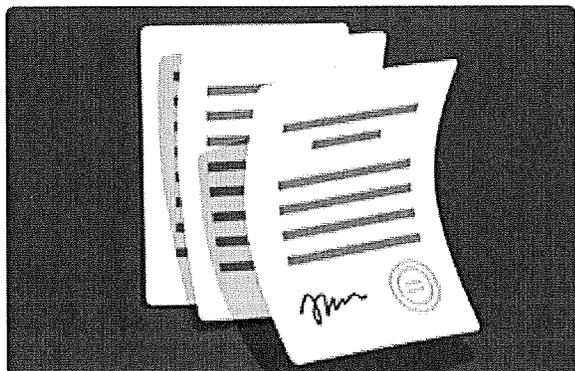
Do you have BWC-related questions?

Do your officers have concerns about BWC implementation? Do you need to know the pros and cons of policy options? Do you seek guidance on how to use the BWC footage in training for your officers? Robert "Bob" Haas, a retired Police Commissioner with over 40 years of experience in policing, is offering his expertise as you address these important issues. He has extensive knowledge in policing reform measures, operational assessments, and community engagement. Most importantly, he is here to help by answering your questions.



How are BWC's impacting prosecution of cases in your jurisdictions?

Do your assistant prosecutors need guidance on how to incorporate BWC evidence? Do you have questions about the police/prosecutor interactions regarding BWC-related questions? What retention, redaction and storage requirements are important for prosecutor's offices? How much footage do your prosecutors need to review? Mike Green is a former elected DA from Monroe County (NY) and a leader of the New York State Division of Criminal Justice Services (DCJS). He possesses a wealth of knowledge about criminal justice reform and can provide you with a wealth of knowledge, experience and guidance on addressing these important issues.



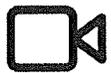
Policy Wizard

The development and creation of a BWC policy is an important aspect of any BWC program. It serves as the foundation for your program and is an inherent part of your implementation efforts. JSS and ASU have created a tool that will provide you with the basics for building that policy.



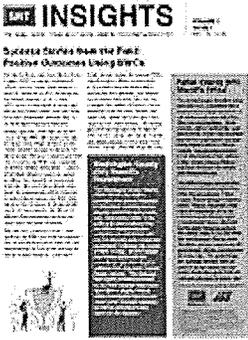
Grant Resources

JSS provides access to the secure Grants Management portal that houses your micro-grant application and contract file materials. The items in this section address the requirements to successfully execute a federally funded grant program. Additional grant resources will be provided within the coming weeks.



SRT BWC Grant Application Workshop

Get a better Understanding of the SRT BWC Application Kit. Gain Insight on How to Prepare a Successful Narrative & Budget.



Newsletter Volume 4 Issue 1

May 28, 2025

Success Stories from the Field: Positive Outcomes Using BWCs.



Stay informed of upcoming SRT funding opportunities as well as helpful BWC resources by providing us with your contact information.

This project was supported by Grant No. 2020-BC-BX-K001 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice.

RESOURCES

**Notice of Federal Funding
and Federal Disclaimer:**

News
About SRT
Contact

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

RESOLUTION NO. 2026-07

A RESOLUTION APPOINTING LIEUTENANT WARNER AS CHIEF OF POLICE FOR THE CITY OF WATERLOO

WHEREAS, Chief Sorenson has faithfully served as Chief of Police for the City of Waterloo and has announced his retirement effective March 3, 2026; and

WHEREAS, Chief Sorenson formally recommended Lieutenant Warner for appointment as Chief of Police, stating his belief that Lieutenant Warner is fully capable of assuming the duties and responsibilities of the Waterloo Police Chief if given the opportunity; and

WHEREAS, Officer Warner has served the City of Waterloo with distinction, professionalism, and dedication since 2016; and

WHEREAS, Officer Warner's record of service with the Waterloo Police Department includes the following appointments and promotions:

- February 8, 2016 – Appointed as Part-Time Officer #1
- August 14, 2017 – Appointed as Full-Time Officer #2 (one-year probation completed)
- September 20, 2022 – Promoted to Sergeant (six-month probation completed)
- December 24, 2023 – Promoted to Lieutenant (six-month probation completed)
- March 4, 2026 – Promotion to Chief of Police (subject to six-month probation); and

WHEREAS, the City Council finds that Lieutenant Warner possesses the experience, leadership ability, and qualifications necessary to serve as Chief of Police;

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

1. Lieutenant Warner is hereby appointed Chief of Police effective March 4, 2026.
2. Said appointment shall be subject to a six-month probationary period in accordance with applicable municipal policy.

PASSED AND APPROVED this ___ day of _____, 2026.

City of Waterloo

Signed: _____

Mayor Jenifer Quimby

Attest: _____
Jeanne Ritter/City Clerk

FINANCE AND PERSONNEL COMMITTEE ROLLING TASK LIST

1. EMPLOYEE HANDBOOK – REFRESH
 - *Vacation policy *Sick Leave – updated*Residency requirement
2. NEW HANDBOOK POLICY – AI
 - *Committee of department heads* - 1st meeting 7/8/25
3. FIRE CHIEF MEETING - ROLE AND EXPECTATIONS FOR POSITION
 - a. Sale of Equipment; wants 3rd Ambulance & another Brush Truck
4. WU DELINQUENT UTILITIES – MBHM/COLLECTION FEES & LEGAL FEES
5. FIRE DEPARTMENT – DONATIONS/ORDINANCE (3 accounts)
6. UTILITIES/CITY WRITE-OFF FROM AUDIT
 - *Lana zeroed out, need to review issue and bill back Utility if needed (from 2019, 2022)
 - **In process of reconciliation of the account.
7. PLANS FOR HICKORY AND MAPLE ST – REVIEW-HOUSING
8. POLICY FOR ROADS AND SHARING COST WITH UTILITIES
 - * 33% has been prior practice, not written anywhere. Hendricks will be split as part of USDA information.
9. OVERPAYMENTS OF CITY PROPERTY TAXES
10. REVISE FUND BALANCE ORDINANCE – PRIOR TO 2027 BUDGET
 - *Ehlers Recommendation
11. FORM ADHOC COMMISSION WITH TOWNSHIPS – FIRE/EMS
 - *March/April – FUNDING MOVING FORWARD
12. DEPARTMENT HEAD REVIEWS
 - *Schedule

COMPLETED TASK ITEMS

~~NEW HANDBOOK POLICY -- ANTI-BULLYING~~ Approved - June 2025

~~DPW/PARKS DEPT HEADS -- PERSONNEL SUPERVISION PROCEDURES~~
Approved in May (DPW) and June (Parks) 2025

ORDINANCE 2026 -

CITY OF WATERLOO REFUND OF OVERPAYMENTS – PROPERTY TAXES

WHEREAS, in the process of collecting payments of property taxes on behalf of the City of Waterloo, The City Clerk, City Treasurer or other City Staff on occasion receive payments more than the amount owed to the City.

WHEREAS, the Waterloo City Council recognizes that the cost to taxpayers to process such refunds often exceeds the amount of the refund: and

WHEREAS, The Waterloo City Council has determined that it is not cost effective to process refunds of nominal overpayments absent demand by the payor for refund.

NOW THEREFORE, the Waterloo City Council of the City of Waterloo, Jefferson County, Wisconsin, does hereby approves as follows:

RETENTION OF NOMINAL OVERPAYMENTS ABSENT OF DEMAND

- a) For purposes of this ordinance a “nominal Overpayment” shall be the overpayment of any tax to the City of Waterloo in the amount which does not exceed \$5.00.
- b) As an administrative convenience the City shall retain any “Nominal Overpayment” and shall not process a refund of the same absent to appropriate demand for refund by the payer of the overpayment.
- c) A “Nominal Overpayment” retained by the City pursuant to this Ordinance shall be credited to the general fund.

This ordinance shall take effect and be enforced from and after its passage by required law.

PASSED AND ADOPTED by the Waterloo City Council, Jefferson County, Wisconsin this _____ day of _____, 2026

CITY OF WATERLOO

By: _____
Jenifer Quimby, Mayor

Attest:

Jeanne Ritter, City Clerk/Deputy Treasurer

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

revised: 12/26/2024

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

JANUARY <ul style="list-style-type: none"><input type="checkbox"/> Review of Department Heads as needed.<input type="checkbox"/> Audit Prep
FEBRUARY <ul style="list-style-type: none"><input type="checkbox"/> Audit
MARCH <ul style="list-style-type: none"><input type="checkbox"/> Fee Schedule Review
APRIL <ul style="list-style-type: none"><input type="checkbox"/> § 53-12 Review of debt schedules & debt refunding opportunities.<input type="checkbox"/> Audit Presentation third Thursday
MAY <ul style="list-style-type: none"><input type="checkbox"/> Addressing items raised in financial audit and Workman's Comp audit<input type="checkbox"/> Resolution for carryover after audit is complete
JUNE <ul style="list-style-type: none"><input type="checkbox"/> Mayor's Budget start date; build Council consensus for budget policy objectives<input type="checkbox"/> Tax Incremental Finance Districts, review.<input type="checkbox"/>
JULY <ul style="list-style-type: none"><input type="checkbox"/> Meet with Dept. Heads on Budget Expectation & Concerns<input type="checkbox"/>
AUGUST <ul style="list-style-type: none"><input type="checkbox"/> Budget deliberation.
SEPTEMBER <ul style="list-style-type: none"><input type="checkbox"/> § 53-14 Updating capital improvement plan.<input type="checkbox"/> Budget deliberation.
OCTOBER <ul style="list-style-type: none"><input type="checkbox"/> Initial review of calendar year insurance renewal policies.<input type="checkbox"/> Final Committee budget recommendation to full City Council.
NOVEMBER <ul style="list-style-type: none"><input type="checkbox"/> Final review of calendar year insurance renewal policies.
DECEMBER <ul style="list-style-type: none"><input type="checkbox"/> <u>Review and recommend Current Budget Amendment #2 (July – Dec.)</u>