



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

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, March 7, 2019 – 7:00 p.m.

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:

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL
2. MEETING MINUTES APPROVAL: February 21, 2019
3. PUBLIC COMMENT
4. PUBLISHED PUBLIC NOTICES (a) Absentee Voting – 04/02/2019
5. NEW BUSINESS
 - a. Council Confirmation Of Mayoral Appointment – Deputy Clerk/Treasurer (details pending). . [NOTE: The City Council may convene to 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.”]
Upon completion of the closed session the body will reconvene into open session.
 - b. Resolution #2019-07 Authorizing The Use Of Budgeted, But Unspent, Clerk/Treasurer Department Funds To Temporarily Fill The Assistant Deputy Clerk/Treasurer Position On An As Needed Basis
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
7. ADJOURNMENT

A handwritten signature in cursive script that reads "Mo Hansen".

Mo Hansen
Clerk/Treasurer

Posted and Emailed: 03/02/2019

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

CITY OF WATERLOO COMMON COUNCIL
MEETING MINUTES: February 21, 2019

Digital audio files are archived with these written minutes additionally serving as the official record.

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL. Mayor Thompson called the meeting to order at 7:00 p.m. Alderpersons present: Osborn, Springer, Griffin, Thomas, Stinnett and Petts. Absent: Quimby. Others present: Tammy Krueger Watertown Daily Times; Police Chief Sorenson; Jason Schoenwetter; Bill Blaska; Randy Soldner; Larry & Diane Finkler; Brenda Soldner; Dean Ziegel; Pam & Charlie Kuhl; Dan Gorder; Wes & Pam Benisch Vern & Raynelle Butzine; WLOO videographers; Public Works Director Chad Yerges; the Jason Butzine family; the Chad Butzine family; the Randie & Tina Lange family Deputy Clerk/Treasurer Kawula and Clerk/Treasurer Mo Hansen and other unidentified attendees. The pledge of allegiance was recited.

MEETING MINUTES APPROVAL: February 7, 2019. MOTION: Moved by Thomas, seconded by Petts to approve the minutes as presented. VOICE VOTE: Motion carried.

CITIZEN INPUT / PUBLIC COMMENT. None.

COMMUNICATIONS TO COUNCIL

- a. Mayoral Proclamation and Presentation – Retirement of Fire Chief Vern Butzine. Mayor Thompson presented a proclamation and plaque to Vern Butzine, thanking him for his 18+ years of service as Fire Chief.

CONSENT AGENDA ITEMS. MOTION: Moved by Griffin, seconded by Springer to approve the consent agenda items. VOICE VOTE: Motion carried.

- a. January Reports Of City Officials And Contract Service Providers
 - i. Parks Coordinator
 - ii. Fire & EMS
 - iii. Building Inspection - Building, Plumbing, & Electrical Permits
 - iv. Public Works
 - v. Police
 - vi. Karl Junginger Memorial Library
 - vii. Waterloo Water & Light Commission Minutes
 - viii. Watertown Humane Society


REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

- a. Public Safety & Property Committee
 - i. Ordinance #2019-01 An Ordinance Striking And Recreating Section 350-13 Of The Municipal Code Off-Road Vehicles – Authorizing The Use Of All Terrain Vehicles And Utility Terrain Vehicles Upon Roadways And City Owned Property. DISCUSSION: Thomas spoke in opposition citing information from 2017 fatality reports, vehicle manufacturers and other sources. Chief Sorenson spoke in opposition referencing communication with other Chiefs. Petts said area club members had put time into the ordinance, and an opportunity may be created to aid the local economy. Springer objected to mini-bikes being in the ordinance. Griffin said the ordinance opens up a riding opportunity, adding it could as easily be closed again. MOTION: Moved by Petts, seconded by Griffin to adopt the ordinance. ROLL CALL VOTE: Ayes: Osborn, Springer, Griffin, Stinnett and Petts. Noes: Thomas with Quimby absent. Motion carried.
- b. Finance, Insurance & Personnel Committee
 - i. General Disbursements, January 2019 - \$2,155,731.17. MOTION: Moved by Springer, seconded by Griffin to approve disbursements in the stated amount. ROLL CALL VOTE: Ayes: Osborn, Springer, Thomas, Griffin, Stinnett and Petts. Noes: none with Quimby absent. Motion carried.
 - ii. Payroll, January 2019 - \$102,472.90. MOTION: Moved by Springer, seconded by Griffin to approve payroll as presented. ROLL CALL VOTE: Ayes: Osborn, Springer, Thomas, Griffin, Stinnett and Petts. Noes: none with Quimby absent. Motion carried.
 - iii. Treasurer's Report & Budget Reports For January 2019. MOTION: Moved by Springer, seconded by Griffin to approve the reports as presented. VOICE VOTE: Motion carried.
 - iv. Resolution #2019-04 Amending The 2018 Budget. MOTION: Moved by Springer, seconded by Thomas to approve the resolution. ROLL CALL VOTE: Ayes: Osborn, Springer, Thomas,

- Griffin, Stinnett and Petts. Noes: none with Quimby absent. Motion carried.
- v. Resolution #2019-05 Amending The 2019 Budget (Funds 225 Parks & 812 Library). MOTION: Moved by Springer, seconded by Thomas to approve the resolution. ROLL CALL VOTE: Ayes: Osborn, Springer, Thomas, Griffin, Stinnett and Petts. Noes: none with Quimby absent. Motion carried.
 - vi. Resolution #2019-06 Authorizing The Use Of Contingency Fund And Directing The Reduction In Clerk/Treasurer Office Expenditures To Temporarily Fill The Assistant Deputy Clerk/Treasurer Position On An As Needed Basis. DISCUSSION: Springer said the matter had been tabled by the Finance, Insurance & Personnel Committee earlier in the evening. No action taken.

FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. Griffin invited all to a 2/24/19 Snowmobile Club breakfast.

ADJOURNMENT. Moved by Springer, seconded by Griffin to adjourn. Motion carried. Time: 7:25 p.m.



Attest:
Mo Hansen, Clerk/Treasurer

**OFFICIAL NOTICE
VOTING BY ABSENTEE BALLOT
FOR APRIL 2, 2019
SPRING ELECTION**

**VILLAGE OF MARSHALL (DANE CO.) WI. - TOWN OF MEDINA (DANE CO.) WI.-
CITY OF WATERLOO (JEFFERSON CO.) WI. - TOWN OF PORTLAND (DODGE CO.) WI. -
TOWN OF WATERLOO (JEFFERSON CO.) WI. - TOWN OF YORK (DANE CO.) WI.**

Any qualified elector who is unable or unwilling to appear at the polling place on Election Day may submit a request to vote an absentee ballot to their municipal clerk. A qualified elector is any U.S. citizen, who will be 18 years of age or older on Election Day, who has resided in the ward or municipality where he or she wishes to vote for at least 10 consecutive days before the election. The elector must also be registered in order to receive an absentee ballot. Proof of identification must be provided before an absentee ballot may be issued.

You must make a request for an absentee ballot in writing or online at MyVote.wi.gov.

Contact your municipal clerk and request that an application for an absentee ballot be sent to you for the primary or election or both. You may also submit a written request in the form of a letter or you may apply for an absentee ballot online at MyVote.wi.gov. Your written request must list your voting address within the municipality where you wish to vote, the address where the absentee ballot should be sent, if different, and your signature. You may make application to your municipal clerk for an absentee ballot in person, by mail, by fax, by email or at MyVote.wi.gov.

Making application to receive an absentee ballot by mail

**The deadline for making application to receive an absentee ballot by mail is:
5 pm on the fifth day before the election, (*March 28, 2019*).**

Note: Special absentee voting application provisions apply to electors who are indefinitely confined to home or a care facility, in the military, hospitalized, or serving as a sequestered juror. If this applies to you, contact the municipal clerk regarding deadlines for requesting and submitting an absentee ballot.

Voting an absentee ballot in person

You may also request and vote an absentee ballot in the clerk's office or other specified location during the days and hours specified for casting an absentee ballot in person.

The first day to vote an absentee ballot in the clerk's office is:

MONDAY, MARCH 11, 2019

The last day to vote an absentee ballot in the clerk's office:

SEE BELOW LISTED HOURS AND DAYS. (last day is Sunday, March 31 unless otherwise noted by municipality)

No in-person absentee voting may occur on the day before the election.

Village of Marshall - Lindsey Johnson

130 S. Pardee St., Box 45

Marshall, WI. 53559-0045

Phone # (608) 655-4017 ext. 202

Mon-Thurs: 8:00 a.m. - 4:30 p.m.; Fri: 8:00 a.m.-1:00 p.m.

Last day: Friday, March 29, 2019 8:00 a.m. – 1:00 p.m. (1:00pm to 5:00pm by appointment 608-236-3448)

Town of Medina - Tammy Jordan

634 State Hwy 19

Marshall, WI. 53559
Phone # (608)219-3556
Available by Appointment Monday-Thursday 8am-4pm, Friday 8am-12pm

Town of Portland – Nancy Thompson
N120 Hickory Lane
Waterloo, WI. 53594
Phone # (920) 478-3724
Available by Appointment

Town of York – Nicole Bronkhorst
398 Sun Prairie Rd
Waterloo, WI. 53594
Phone # (608) 516-0828
Available by Appointment, Mon-Fri: 8:00 a.m. – 5:00 p.m.

Town of Waterloo- Cindy Schroeder
N7874 Hwy 89
Waterloo, WI. 53594
Phone # (920) 648-3230
Available by Appointment

City of Waterloo – Morton Hansen
136 North Monroe Street
Waterloo, WI. 53594
Phone # (920) 478-3025
Available: Monday thru Friday 8:00 a.m. – 4:30 p.m., March 18th- March 22nd – 8:00 a.m. to 6:00 p.m. March 23rd 9:00am to Noon (Saturday). March 25th to March 29th 8:00 a.m. to 6:00 p.m. and March 30th – 9:00 a.m. to Noon (Saturday)

The municipal clerk will deliver voted ballots returned on or before Election Day to the proper polling place or counting location before the polls close on April 2, 2019. Any ballots received after the polls close will not be counted.



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RESOLUTION #2019-07

Authorizing The Use Of Budgeted, But Unspent, Clerk/Treasurer Department Funds To Temporarily Fill The Assistant Deputy Clerk/Treasurer Position On An As Needed Basis

WHEREAS, the Deputy Clerk/Treasurer Mike Kawula has announced plans to leave his position effective March 3, 2019, and;

WHEREAS, he is willing to assist during the position transition period assisting the department as the Assistant Deputy Clerk/Treasurer on a temporary, as needed, basis, compensated at a hourly rate of \$25.99 per hour (less benefits normally made available to a full-time employee), and:

WHEREAS, at its February 21, 2019 meeting the Finance, Insurance & Personnel Committee tabled a funding request based on the use of contingency funds rather than 2019 Department savings , and:

WHEREAS, the accepted terms of employment with a new Deputy Clerk/Treasurer results in the creation of 2019 Clerk/Treasurer Department budgeted, but unspent, wage and benefit dollars,

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Waterloo that it authorizes the use of budgeted and unspent Clerk/Treasurer Department funds to temporarily fill the Assistant Deputy Clerk/Treasurer position on an hourly, as needed basis as described above. Furthermore the City Council thanks Mike Kawula for his two years of service and for his assistance in the staffing transition.

PASSED AND ADOPTED this _____, 2019.

City of Waterloo

Signed: _____
Robert H. Thompson
Mayor

Attest:

Mo Hansen
City Clerk/Treasurer