



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

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, September 17, 2020 – 7:00 p.m.
participate remotely or in-person

Remote Meeting Information

Join Zoom Meeting: <https://us02web.zoom.us/j/87662398390?pwd=VjEzUWhBYm1Ecnp0QlJVRUVKS0hQdz09>
Meeting ID: 876 6239 8390
Passcode: 764173

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

Meeting ID: 876 6239 8390

Passcode: 764173

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 & ROLL CALL
2. MEETING MINUTES APPROVAL: September 3, 2020 And Prior Closed Sessions
3. CITIZEN INPUT / PUBLIC COMMENT
 - a. Abigail Lowery, State Assembly Candidate – 37th District
4. PUBLISH NOTICES – Notice Of Public Hearing For Conditional Use Application To Allow For Multi-Unit, Newark Home Builders Lots 1-16; 32-39 and 41, DeYoung Farms Subdivision
5. MEETING SUMMARIES (since last Council meeting)
 - a. [2020-09-17 Finance, Insurance & Personnel Committee](#)
 - b. [2020-09-16 Plan Commission Public Hearing & Meeting](#)
 - c. [2020-09-15 Community Development Authority](#)
 - d. [2020-09-13 Emergency Medical Services](#)
 - e. [2020-09-10 Finance, Insurance & Personnel Committee](#)
 - f. [2020-09-09 CATV Regulatory Board](#)
6. CONSENT AGENDA ITEMS
 - a. August Reports Of City Officials And Contract Service Providers
 - i. Parks
 - ii. Fire & EMS
 - iii. Building Inspection - Building, Plumbing & Electrical Permits
 - iv. Public Works
 - v. Police
 - vi. Library Board
 - vii. Water & Light Utility Commission
 - viii. Watertown Humane Society
7. UNFINISHED BUSINESS
 - a. Ordinance #2020-06 Amending Municipal Code Chapters 332 Trees and 317 Solid Waste As They Relate To The Disposal Of Wood And Trees
 - b. Resolution #2020-37 Authorizing Tax Incremental Finance Matters Including: Pay-off Of TID #2 Debt; Hiring A TID #3 Intern And Creating Municipal Priorities
8. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS
 - a. Mayor's Police Contract Negotiating Committee (Mayor, Thomas, Kuhl, Police Chief and Clerk/Treas.)
 - i. Resolution #2020-39 Approving A 2021-2023 Police Contract With Law Enforcement Employee Relations Division Of The Wisconsin Professional Police Association.
 - b. Finance, Insurance & Personnel Committee

- i. August Financial Statements
 - 1. General Disbursements, \$2,014,975.78 ***
 - 2. Payroll, \$108,405.85 ***
 - 3. Treasurer's Report & Budget Reports, ***
- ii. Resolution #2020-40 Adopting A Municipal Purchasing Policy Exempting The Library And Waterloo Utilities
- c. Community Development Authority
 - i. Resolution #2020-41 Establishing And Funding A Blight Remediation Policy
- d. Plan Commission
 - i. Considering A Conditional Use Permit Application, Petry Trust No. 1889 And Newark Home Builders Lots 1-16; 32-39 and 41, DeYoung Farms Subdivision Allowing For The Construction Of Multi-Unit Dwellings In An R-2 Zoning District
- e. Public Safety & Health Committee
 - i. Citywide Trick Or Treat (October 25, 2020, 2 – 5 PM)
 - ii. Ordinance 2020-09 Parking Restriction, West Side Of 865 North Monroe Street (K-12 School)

9. NEW BUSINESS

- a. Resolution #2020-42 Authorizing The Submittal Of A DNR Lead Service Replacement Grant Application
- b. Winter On-Street Parking Permit Application, Randie Lange – 406 East Madison Street

10. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

11. ADJOURNMENT

Mo Hansen

Mo Hansen
Clerk/Treasurer

Posted & Emailed: September 14, 2020

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: September 3, 2020

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

PUBLIC HEARING – 2020-36 A Resolution To Vacate A Portion Of West Taylor Street In The City Of Waterloo - Final

1. Public Hearing Call To Order. Mayor Quimby called the public hearing to order at 7:00 pm. Mayor Quimby called the public hearing to order at 7:02 p.m. Alderpersons present: Rhynes, Schoenwetter, Kuhl, Griffin, Thomas, Stinnett and Petts. Absent: none. Others attending either remotely or in-person: Mark Herbst, Amber Gerber, Police Chief Denis Sorenson, Utility Superintendent Barry Sorenson, Chris Hauptli; Public Works Director Chad Yerges, WLOO videographers and Clerk/Treasurer Hansen.
2. Public Hearing Comment – none.
3. Adjourn Public Hearing. The Mayor adjourned the public hearing.

REGULARLY SCHEDULED MEETING

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Quimby called the regularly scheduled meeting to order at 7:02 p.m. Alderpersons present: Rhynes, Schoenwetter, Kuhl, Griffin, Thomas, Stinnett and Petts. Absent: none. Others attending either remotely or in-person: Mark Herbst, Amber Gerber, Police Chief Denis Sorenson, Utility Superintendent Barry Sorenson, Chris Hauptli; Public Works Director Chad Yerges, WLOO videographers and Clerk/Treasurer Hansen. The pledge of allegiance was recited.
2. MEETING MINUTES APPROVAL: August 20, 2020 & PRIOR CLOSED SESSION MINUTES. MOTION: Moved by Petts, seconded by Schoenwetter to approve the 8/20 meeting minutes and to table the closed session minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT / PUBLIC COMMENT. None.
4. MEETING SUMMARIES. Noted.
 - a. 8-27 Cable TV Regulatory Board
 - b. 9-03 Public Safety & Health Committee
 - c. 9-03 Public Works & Property Committee
5. UNFINISHED BUSINESS
 - a. Resolution #2020-35 Authorizing The Sale Of 2.3 Acres Of 333 Portland Road To RTG Enterprises LLC. No action as offer to purchase and associated counter-offer had expired.
6. NEW BUSINESS
 - a. Resolution # 2020-36 A Resolution To Vacate A Portion Of West Taylor Street In The City Of Waterloo – Final. MOTION: Moved by Petts, seconded by Kuhl to approve the resolution as presented. VOICE VOTE: Motion carried.
 - b. Ordinance # 2020-08 Amending Municipal Code Chapter 385 Zoning Modify Rear Yard Set-Backs For Residential Districts. MOTION: Moved by Kuhl, seconded by Schoenwetter to approve the ordinance as presented. VOICE VOTE: Motion carried.
 - c. Resolution #2020-38 Authorizing A Cleaning Contract For Municipal Building; Maunasha Business Center and Waterloo Regional Trailhead. MOTION: Moved by Thomas, seconded by Griffin to approve the resolution amended to change hallway cleaning to three days a week. VOICE VOTE: Motion carried.
7. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS. MOTION: Moved by Petts, seconded by Schoenwetter to table items 7a(i) and 7b(i) until the next meeting. VOICE VOTE: Motion carried. ADDITIONAL MOTION: Moved by Thomas, seconded by Petts to table until October 1 items 7c(i) and 7c(ii). VOICE VOTE: Motion carried.
 - a. Public Works
 - i. Ordinance #2020-06 Amending Municipal Code Chapters 332 Trees and 317 Solid Waste As They Relate To The Disposal Of Wood And Trees
 - b. Community Development Authority
 - i. Resolution #2020-37 Authorizing Tax Incremental Finance Matters Including: Pay-off Of TID #2 Debt; Hiring A TID #3 Intern And Creating Municipal Priorities
 - c. Public Safety & Health Committee
 - i. Authorizing The Hiring Of A Full-Time Police Officer To Fill A Vacancy

- ii. Authorizing The Hiring Of A Full-Time Police Office To Raise Patrol Staffing Level from Five Full-Time Filled Positions To Six Filled Positions
- iii. Authorizing The Hiring Of Police Department Administrative Assistant. MOTION: Moved by Thomas, seconded by Kuhl to authorize the hiring of Sasha Kohn to begin September 14, 2020. VOICE VOTE: Motion carried.

8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.

9. ADJOURNMENT. Moved by Petts, seconded by Schoenwetter to adjourn. Motion carried. Approximate time: 7:40 p.m.



Attest:
Mo Hansen, Clerk/Treasurer



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

**NOTICE OF PUBLIC HEARING FOR CONDITIONAL USE PERMIT UNDER PROVISIONS
OF CHAPTER §385-10 B(2) AND §385-10 B(3) OF THE ZONING CODE OF THE
CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN**

Please take notice that the Plan Commission of the City of Waterloo, Jefferson County, Wisconsin, acting under provisions of Chapter §385-10 B (2) and §385-10 B (3) of the Zoning Code of the City of Waterloo, shall hold a public hearing on the matter of an application for a conditional use permit received from Newark Home Builders, the owner of the vacant parcels in the DeYoung Farm Subdivision under consideration.

The applicant is requesting a conditional use permit to allow the construction of multi-unit dwellings on each parcel described below. A conditional use permit is required for a dwelling unit number greater than one in this residential district.

The affected properties are described as follows:

- LOTS 1 THROUGH 6; DEYOUNG FARM SUBDIVISION
- LOTS 32 THROUGH 39; DEYOUNG FARM SUBDIVISION
- LOT 41 DEYOUNG FARM SUBDIVISION

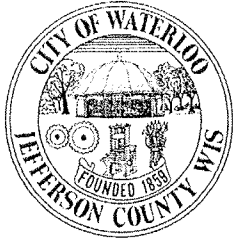
Be further notified that the Plan Commission will hear all persons interested or their agents or attorneys concerning the conditional use permit application at a public hearing. The public hearing will be held at **7:00 p.m. on Wednesday, September 16, 2020 in the Council Chamber of the Municipal Building, 136 N. Monroe Street, Waterloo.**

Subsequent to the public hearing, the Plan Commission shall recommend approval, denial, or conditional approval of the conditional use permit to the Common Council. The City Council will act on the Plan Commission's recommendation at its regular scheduled meeting on Thursday, September 17, 2020.

Morton J. Hansen

Morton J. Hansen
City Clerk/Treasurer

Pub: The Courier: September 3, 2020 & September 10, 2020



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Waterloo, WI 53594
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PARKS COORDINATOR REPORT

February 2020 – June 2020

EVENTS AND HIGHLIGHTS

- Most events cancelled to date
- Summer Concert Series
 - Great turnout and one of our biggest nights
- July 4th – “Windfall”

ONGOING PROJECTS

- SAND VOLLEYBALL COURTS
 - Lighting and Electrical - Done
 - Leveling and resurface - Fall
 - Rock and signage - Fall
- PAVILION & BATHROOM RENOVATIONS
 - Eagle Scouts – Late Summer
 - New Hand Dryers in Outdoor Bathrooms – Installed this week

FINISHED PROJECTS

- BASEBALL FIELD
 - Closed for the summer
- SEWER WORK
 - Complete – Road to be finished in 2-3 weeks
- MASON ENTRANCE
 - Complete

CAROUSEL

- KIOSK
 - Photos – To be added
 - Looking for options being outdoors
- CLOSED – Due to COVID-19 with volunteers and CDC Guidelines for Amusement Rides
 - No open date is set

PROJECTS FOR 2020

- Riverside Park
 - In process of property purchases & grant cycles

DONATION CAMPAIGNS

- FRIENDS OF FIREMEN'S PARK
 - 50/50 Raffle Tickets – 1st year program
 - Starting July 20th

GRANT OPPORTUNITIES

- 203 EAST MADISON STREET PROJECT
 - Safe Routes to Parks Grant – Riverwalk
 - Did not receive
 - DNR Grants
 - River conditions and land acquisition for 203 East Madison Street
 - Grant winners – Not known at this time
 - GWHF
 - Possible finishing grant for project



WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



Department Activity Report – August
 Call Report for the month of August

EMS Calls:

| | |
|---|------------------|
| City of Waterloo | 14 |
| Township of Waterloo | 3 |
| Township of Portland | 2 |
| 2 nd out Unit City of Waterloo | 1 |
| Mutual Aid for Columbus | 1 |
| Total EMS | <u>21</u> |

EMS & Fire Motor Vehicle Crash Calls:

| | |
|----------------------|-----------------|
| Township of Portland | 2 |
| Total MVC | <u>2</u> |

False Alarms:

| | |
|----------------------|---|
| City of Waterloo | 3 |
| Township of Waterloo | 1 |

Fire Calls:

| | |
|-------------------------|---|
| Mutual Aid for Marshall | 1 |
|-------------------------|---|

Hazardous Condition:

| | |
|------------------|---|
| City of Waterloo | 1 |
|------------------|---|

Weather Related Call:

| | |
|------------------------|---|
| Waterloo Fire District | 0 |
|------------------------|---|

Good Intent:

| | |
|------------------|---|
| City of Waterloo | 0 |
|------------------|---|

Service Calls:

| | |
|----------------------|---|
| City of Waterloo | 2 |
| Township of Portland | 2 |

Rescue Calls:

| | |
|----------------------|---|
| Township of Waterloo | 0 |
|----------------------|---|

Total Fire **10**

August Total **33**

Up to Date Call Totals

| | |
|--|-----|
| Fire (Structure, Wild land, Motor Vehicle) | 29 |
| Rescue/EMS: BLS 122 ALS 76 Total: | 198 |
| Hazardous Conditions (No Fire) | 8 |
| Good Intent Calls | 0 |
| False Alarm or Call | 15 |
| Motor Vehicle Crash | 7 |
| Service Calls | 14 |
| Rescue Calls | 1 |
| Weather Related Calls | 0 |

Up to Date Total **272**

Fire Mutual Aid Given 17 Fire Mutual Aid Received 1

2nd Out Unit 9 EMS Mutual Aid Given 6 EMS Mutual Aid Received 1 Paramedic Intercept 6

Total Personnel Response: 1316 (for the month): 145

Monthly Response Time (EMS Incidents) **141** (From 1st page to enroute times) average **6.7** min (for the month)
 Minutes Spent Responding **69** (Enroute time to on scene time) average **3.2** min (for the month)

Monthly Response Time (FIRE Incidents) **65** (From 1st page to enroute times) average **5.4** min (for the month)
 Minutes Spent Responding **33** (Enroute time to on scene time) average **2.7** min (for the month)



WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



Thursday September 3rd, 2020

On Monday August 3rd, 2020 we had our monthly MPO training. Training consisted of setup. For the city set up the MPO has to get the pump in gear, circulate water, get water to hose lines, disconnect LDH and then connect to the truck before running out of tank water. For the rural set up the MPO and tender operator have to work as a team. The MPO has to get pump in gear, circulate water, get water to hose lines, the MPO and tender operator have to get the tank off the tender truck and deploy it properly so tenders can dump and run and then get the hard suction on, connected and suction water from portable tank to main tank without running out of water.

On Monday August 10th, 2020 we had our monthly EMS training. Training consisted of skills. The members practice and get tested out on their skills. The skills are airway, medication, IV, IO, stop the bleed and vitals.

On Monday August 17th, 2020 we had our monthly Fire training. Training consisted of rapid intervention teams. This is when a firefighter would go down or get trapped at an emergency scene. They trained on mask-ups, which is where a firefighter would have to have their mask changed over due to a problem with their own. Speed-board training, which is where we need to get the firefighter out fast and have no time. We place them on a special board for extricating a downed firefighter. Firefighter CPR, which is where the firefighter has all of his/her gear on and there is no time to waste for the need of CPR. We start CPR with all their gear on and we train to get all their gear off with no compression interruptions.

On Monday August 31st, 2020 we had our quarterly combination training. Training consisted of search and rescue. It is that time again when people go out hunting and with everything going on in the world, hiking is getting really popular. This training is where communication and team work are important. Our members went out to a wooded area and had to come up with a strategy to complete a search for different scenarios.

A new member just started Entry Level Firefighter course on 08/27. This course is 60 hours long.

Sincerely,

Chief Wesley Benisch
Waterloo Fire Department
900 Industrial Ln.
Waterloo WI 53594
920-478-2535
wbenisch@waterloofd.com





Invoice

Invoice Number: 0071611-IN
 Invoice Date: 08/31/20
 Terms: Net 30 Days
 Due Date: 09/30/20

CITY OF WATERLOO
 136 N MONROE STREET
 Waterloo, WI 53594-1198

Salesperson: 0000
 Customer Number: 11-WATERL2
 Customer P.O.:

WI- Invoicing

| Fee Type | Amount Paid | Paid Date | Meritage % | Due to Meritage |
|---|-------------|---|------------|-------------------------------|
| Permit # 20WTRC-0119-20-08P | | 685 BLUEGRASS TR, WATERLOO, WI 53594 | | Plumbing Permit |
| Plumbing- Replacement & Misc. | 50.00 | 08/04/20 | 60.00 | 30.00 |
| 20WTRC-0119-20-08P Subtotal | | | | 30.00 |
| Permit # 20WTRC-0120-20-08P | | 1110 GOEHL RD, WATERLOO, WI 53594 | | Plumbing Permit |
| Plumbing- Replacement & Misc. | 50.00 | 08/04/20 | 60.00 | 30.00 |
| 20WTRC-0120-20-08P Subtotal | | | | 30.00 |
| Permit # 20WTRC-0122-20-08B | | 1020 GOEHL RD, WATERLOO, WI 53594 | | Fence |
| Other Fee- Residential | 50.00 | 08/04/20 | 60.00 | 30.00 |
| 20WTRC-0122-20-08B Subtotal | | | | 30.00 |
| Permit # 20WTRC-0123-20-08E | | 542 Milwaukee Avenue, Waterloo, WI 53594 | | Electrical Permit |
| Electrical- Replacement & Misc. | 50.00 | 08/05/20 | 60.00 | 30.00 |
| 20WTRC-0123-20-08E Subtotal | | | | 30.00 |
| Permit # 20WTRC-0124-20-08OS | | 623 South Monroe Street, Waterloo, WI 53594 | | Plumbing Permit |
| New Home OS Sewer & Water l | 60.00 | 08/06/20 | 60.00 | 36.00 |
| 20WTRC-0124-20-08OS Subtotal | | | | 36.00 |
| Permit # 20WTRC-0125-20-08BEPHOS | | 601-1150 Bluegrass Trail, Waterloo, WI 53594 | | SINGLE FAMILY DWELLING |
| Residential New Dwelling/Additc | 1,092.84 | 08/06/20 | 60.00 | 655.70 |
| Erosion Control - New - Resider | 125.00 | 08/06/20 | 60.00 | 75.00 |
| Occupancy Permit- Residential | 120.00 | 08/06/20 | 60.00 | 72.00 |
| Plumbing- New Building/Additior | 331.22 | 08/06/20 | 60.00 | 198.73 |
| New Home OS Sewer & Water l | 60.00 | 08/06/20 | 60.00 | 36.00 |
| State Seal Fee | 41.00 | 08/06/20 | 60.00 | 24.60 |
| New Home OS Sewer & Water l | 60.00 | 08/06/20 | 60.00 | 36.00 |
| Electrical- New Building/Additon. | 331.22 | 08/06/20 | 60.00 | 198.73 |
| HVAC- New Building/Additon/Alt | 331.22 | 08/06/20 | 60.00 | 198.73 |
| Other Fee- Residential | 50.00 | 08/06/20 | 60.00 | 30.00 |
| 20WTRC-0125-20-08BEPHOS Subtotal | | | | 1,525.49 |
| Permit # 20WTRC-0126-20-08OS | | 340 South Washington Street, Waterloo, WI 53 | | Plumbing Permit |
| New Home OS Sewer & Water l | 60.00 | 08/06/20 | 60.00 | 36.00 |
| 20WTRC-0126-20-08OS Subtotal | | | | 36.00 |

Continued



| Fee Type | Amount Paid | Paid Date | Meritage % | Due to Meritage |
|---|-------------|-----------|------------|-----------------|
| Permit # 20WTRC-0127-20-08BEPH 703 West Madison Street, Waterloo, WI 53594 Commercial Alteration | | | | |
| Remodel- Commercial | 550.00 | 08/07/20 | 60.00 | 330.00 |
| Plumbing- New Building/Additior | 85.75 | 08/07/20 | 60.00 | 51.45 |
| Electrical- New Building/Additon. | 85.75 | 08/07/20 | 60.00 | 51.45 |
| HVAC- New Building/Additon/Alt | 85.75 | 08/07/20 | 60.00 | 51.45 |
| 20WTRC-0127-20-08BEPH Subtotal | | | | 484.35 |
| Permit # 20WTRC-0128-20-08P 1110 Goehl Road, Waterloo, WI 53594 Plumbing Permit | | | | |
| Plumbing- Replacement & Misc. | 50.00 | 08/17/20 | 60.00 | 30.00 |
| 20WTRC-0128-20-08P Subtotal | | | | 30.00 |
| Permit # 20WTRC-0129-20-08P 1220 Oak Street, Waterloo, WI 53594 Plumbing Permit | | | | |
| Plumbing- Replacement & Misc. | 79.00 | 08/17/20 | 60.00 | 47.40 |
| 20WTRC-0129-20-08P Subtotal | | | | 47.40 |
| Permit # 20WTRC-0130-20-08B 701 Bluegrass Trail, Waterloo, WI 53594 Fence | | | | |
| Other Fee- Residential | 50.00 | 08/20/20 | 60.00 | 30.00 |
| 20WTRC-0130-20-08B Subtotal | | | | 30.00 |
| Permit # 20WTRC-0131-20-08BEPHOS 1135 Bluegrass Trail, Waterloo, WI 53594 SINGLE FAMILY DWELLING | | | | |
| Residential New Dwelling/Additc | 954.03 | 08/20/20 | 60.00 | 572.42 |
| Erosion Control - New - Resider | 125.00 | 08/20/20 | 60.00 | 75.00 |
| Occupancy Permit- Residential | 60.00 | 08/20/20 | 60.00 | 36.00 |
| Plumbing- New Building/Additior | 294.87 | 08/20/20 | 60.00 | 176.92 |
| New Home OS Sewer & Water l | 60.00 | 08/20/20 | 60.00 | 36.00 |
| Electrical- New Building/Additon. | 294.87 | 08/20/20 | 60.00 | 176.92 |
| HVAC- New Building/Additon/Alt | 294.87 | 08/20/20 | 60.00 | 176.92 |
| Other Fee- Residential | 50.00 | 08/20/20 | 60.00 | 30.00 |
| State Seal Fee | 41.00 | 08/20/20 | 60.00 | 24.60 |
| 20WTRC-0131-20-08BEPHOS Subtotal | | | | 1,304.78 |
| Permit # 20WTRC-0132-20-08B 223 South Washington Street, Waterloo, WI 53594 Accessory Structure (Residenti | | | | |
| Remodel- Residential | 85.00 | 08/26/20 | 60.00 | 51.00 |
| Other Fee- Residential | 50.00 | 08/26/20 | 60.00 | 30.00 |
| 20WTRC-0132-20-08B Subtotal | | | | 81.00 |
| Permit # 20WTRC-0133-20-08BEPH 801 West Madison Street, Waterloo, WI 53594 Commercial Alteration | | | | |
| Remodel- Commercial | 1,320.00 | 08/26/20 | 60.00 | 792.00 |
| Occupancy Permit- Commercial | 70.00 | 08/26/20 | 60.00 | 42.00 |
| Plumbing- New Building/Additior | 121.24 | 08/26/20 | 60.00 | 72.74 |
| Electrical- New Building/Additon. | 121.24 | 08/26/20 | 60.00 | 72.74 |
| HVAC- New Building/Additon/Alt | 121.24 | 08/26/20 | 60.00 | 72.74 |
| 20WTRC-0133-20-08BEPH Subtotal | | | | 1,052.22 |
| Permit # 20WTRC-0134-20-08B 612 Jefferson Street, Waterloo, WI 53594 Accessory Structure (Residenti | | | | |
| Accessory Structure- Residentia | 84.00 | 08/26/20 | 60.00 | 50.40 |
| 20WTRC-0134-20-08B Subtotal | | | | 50.40 |
| Permit # 20WTRC-0135-20-08B 625 Goehl Road, Waterloo, WI 53594 Deck | | | | |
| Accessory Structure- Residentia | 60.00 | 08/27/20 | 60.00 | 36.00 |

Continued



CITY OF WATERLOO

Invoice Number: 0071611-IN

Invoice Date: 08/31/20

Page: 3

| Fee Type | Amount Paid | Paid Date | Meritage % | Due to Meritage |
|-------------------------------------|--|-----------|------------------------|-----------------|
| 20WTRC-0135-20-08B Subtotal | | | | 36.00 |
| Permit # 20WTRC-0136-20-08OS | 318 East Madison Street, Waterloo, WI 53594 | | Plumbing Permit | |
| New Home OS Sewer & Water I | 60.00 | 08/28/20 | 60.00 | 36.00 |
| 20WTRC-0136-20-08OS Subtotal | | | | 36.00 |
| Permit # 20WTRC-0137-20-08OS | 362 East Madison Street, Waterloo, WI 53594 | | Plumbing Permit | |
| New Home OS Sewer & Water I | 60.00 | 08/28/20 | 60.00 | 36.00 |
| 20WTRC-0137-20-08OS Subtotal | | | | 36.00 |

WI- Invoicing

| Summary | Fee Type | |
|--------------|------------------|-----------------|
| ItemCode | Description | Amount |
| /PERMITS | Building Permits | 4,905.64 |
| Total | | 4,905.64 |

Remit Payment to: SAFEBuilt, LLC
3755 Precision Dr, Suite 140 Loveland, CO 80538

| | |
|-----------------------|-----------------|
| Net Invoice: | 4,905.64 |
| Freight: | 0.00 |
| Sales Tax: | 0.00 |
| Invoice Total: | 4,905.64 |

MONTHLY TIME REPORT

2020

AUGUST

| JOB | DPW | Chad | Jeff | Chris | Travis |
|---------------------------|---------|------|------|-------|--------|
| Police Adm | | 0 | 0 | 0 | 0 |
| Fire Dept | | 0 | 0 | 0 | 0 |
| Mach/Equip | | 22 | 14 | 34 | 6 |
| Garage/Shed | | 17.5 | 9 | 17 | 32 |
| Meeting/Seminars | | 6 | 0 | 0 | 0 |
| Street Repair/Maintenance | | 29 | 10 | 9 | 9 |
| Street Cleaning | | 1 | 0 | 0 | 9 |
| Snow & Ice | | 0 | 0 | 0 | 0 |
| | Reg Hrs | 0 | 0 | 0 | 0 |
| | OT Hrs | 0 | 0 | 0 | 0 |
| Storm Sewer | | 6 | 0 | 8 | 0 |
| Traffic Control | | 13 | 16 | 15 | 6 |
| Bridges/Culvers | | 0 | 0 | 0 | 0 |
| Tree/Brush | | 16 | 4 | 37 | 27 |
| Refuse Collection | | 18 | 11 | 5 | 13 |
| Sanitary Sewer | | 0 | 0 | 0 | 0 |
| Insect Control | | 0 | 0 | 0 | 0 |
| Animal Control | | 0 | 0 | 0 | 0 |
| Cemetary | | 1 | 0 | 5 | 11 |
| Library | | 0 | 0 | 0 | 0 |
| Firemans Park | | 19.5 | 18 | 22 | 2 |
| Other Parks | | 10 | 8 | 15 | 31 |
| Trail Head | | 1 | 0 | 0 | 4 |
| Celeb/Enter | | 0 | 0 | 0 | 0 |
| Weed Control | | 6 | 0 | 4 | 0 |
| Vac/Holiday/SL | | 5 | 80 | 0 | 20 |

Machinery and Equipment Maintenance

AUGUST

2020 DPW

| Equipment | | Mileage / Hours | | | TTI Fuel | GPH |
|-----------------------------------|---------|-----------------|-------|-------|----------|---------|
| | | Start | End | Total | | |
| End loader | 544 | 3674 | 3681 | 7 | 19041 | 0.00 |
| John Deere Tractor | 2555 | 4646 | 4646 | 0 | 0 | #DIV/0! |
| Wood Chipper | 200 XP | 2663 | 2680 | 17 | 36.623 | 0.46 |
| John Deere Lawn Tractor | 1025R | 30 | 30 | 0 | 53.48 | 0.58 |
| John Deere | X750 | 1450 | 1466 | 16 | 53.48 | 0.58 |
| John Deere | X750-1 | 1266 | 1281 | 15 | 53.48 | 0.58 |
| Wacker Roller | | 404 | 404 | 0 | 4.941 | 0.00 |
| 2010 International Truck | #1 | 21452 | 21488 | 36 | 0 | #DIV/0! |
| 2020 International Truck | #2 | 2706 | 2788 | 82 | 11.214 | 0.00 |
| | #3 | 0 | 0 | 0 | 0 | 0.00 |
| 2017 Chevrolet Truck | #4 | 34464 | 35211 | 747 | 79.709 | 9.37 |
| 2018 Freightliner Truck | #5 | 8523 | 8556 | 33 | 22.17 | 1.49 |
| 2006 Elgin Pelican Street Sweeper | Pelican | 9833 | 9837 | 4 | 30.466 | 0.00 |
| 2011 Ford F-550 Truck | #6 | 36394 | 36702 | 308 | 74.919 | 4.11 |
| 2015 Freightliner Truck | #7 | 10871 | 10917 | 46 | 19.902 | 2.31 |
| Bobcat | 595 | 442 | 460 | 18 | 0 | 0.00 |

WATERLOO POLICE DEPARTMENT

Report For Month Of August

COMPLAINTS

| | |
|--------------------------------|-----------|
| Family: | 4 |
| Off Road Vehicles: | 0 |
| Vandalism: | 0 |
| Minor Theft - Less Than \$500: | 3 |
| Major Theft - More Than \$500: | 3 |
| Burglary: | 0 |
| Doors Found Open: | 3 |
| Animal Case: | 5 |
| Late Bar Closing: | 0 |
| Alarms: | 0 |
| Lous Music/Parties: | 1 |
| Tavern Complaints: | 0 |
| Prowler Complaints: | 2 |
| Battery To Person: | 0 |
| Domestic Abuse: | 1 |
| Sexual Assault: | 0 |
| Runaways: | 2 |
| Worthless Checks: | 0 |
| All Other Complaints: | 36 |
| TOTAL COMPLAINTS | 60 |

INQUIRIES/CHECKS

| | |
|-------------------------------|------------|
| Registration Checks: | 697 |
| Drivers License Checks: | 203 |
| NCIC/CIB/VIN Checks: | 5 |
| Check Welfare: | 2 |
| TOTAL INQUIRIES/CHECKS | 907 |

ACCIDENTS

| | |
|------------------------|----------|
| More Than \$1,000: | 0 |
| Less Than \$1,000: | 0 |
| Pedestrian Accidents: | 0 |
| Bicycle Accidents: | 0 |
| Victims Injured: | 0 |
| Victims Killed: | 0 |
| TOTAL ACCIDENTS | 0 |

ASSISTS

| | |
|--------------------------|-----------|
| Assist Jefferson County: | 0 |
| Assist Dodge County: | 2 |
| Assist Dane County: | 1 |
| Assist Marshall Police: | 2 |
| Assist Fire/Rescue: | 10 |
| Assist Other Agencies: | 4 |
| Assist Public: | 74 |
| Assist With Escort: | 2 |
| Assist All Other: | 1 |
| TOTAL ASSISTS | 96 |

MISCELLANEOUS

| | |
|----------------------------|------------|
| Investigations/Followups: | 87 |
| Traffic Control: | 2 |
| Radar Operations: | 172 |
| Special Assignment: | 0 |
| Speech/Presentations: | 0 |
| Serve Papers: | 0 |
| Other Miscellaneous: | 5 |
| TOTAL MISCELLANEOUS | 266 |

WATERLOO POLICE DEPARTMENT

Report For Month Of August

TRAFFIC VIOLATIONS

MISDEMEANOR/CRIMINAL

WARNINGS

ARRESTS

WARNINGS

ARRESTS

| | | |
|----------------------------|----|---|
| Speeding: | 31 | 3 |
| Too Fast For Conditions: | 0 | 0 |
| Innattentive Driving: | 0 | 0 |
| Failure To Yield: | 1 | 0 |
| Stop Sign Violation: | 1 | 0 |
| Illegal Passing: | 0 | 0 |
| No Drivers License: | 0 | 2 |
| Illegal Parking: | 4 | 9 |
| Left Of Highway: | 0 | 0 |
| Operate While Intoxicated: | 0 | 3 |
| Unregistered Vehicle: | 4 | 0 |
| Driving Suspended/Revoked: | 0 | 2 |
| Hit And Run: | 0 | 0 |
| Illegal U-Turn: | 0 | 2 |
| Following Too Close: | 0 | 0 |
| Seatbelt Violation: | 0 | 0 |
| Off Road Vehicles: | 0 | 0 |
| Power Display: | 0 | 0 |
| Equipment Violations: | 5 | 0 |
| All Other Traffic: | 8 | 2 |

| | | |
|--------------------------|---|---|
| Disorderly Conduct: | 0 | 2 |
| Underage Alcohol: | 0 | 1 |
| Warrants: | 0 | 0 |
| Theft: | 0 | 0 |
| Trespassing: | 1 | 0 |
| Breaking & Entering: | 0 | 0 |
| Vandalism: | 0 | 0 |
| All Other Misd/Criminal: | 5 | 2 |

WARNINGS

ARRESTS

TOTALS

60

28

Hourly Breakdown

| | |
|--------------------|--------|
| Patrol: | 495.25 |
| Investigations: | 64.00 |
| Radar: | 129.75 |
| Court Appearances: | 0.00 |
| Office: | 217.25 |
| Special Duties: | 1.50 |
| Schools/Training: | 0.00 |
| On Call: | 0.00 |

TOTAL:

907.75

Monthly Incident Comparison Report

Report Criteria:

Current Month: 8/2020

| Category | Description | Current Month | Prior Month | Year To Date | Same Mo. Last Year | Last Year |
|-------------|---|---------------|-------------|--------------|--------------------|------------|
| No Category | Blank Description | 0 | 0 | 1 | 0 | 3 |
| | Total for No Category: | 0 | 0 | 1 | 0 | 3 |
| ASSIST | Assist Citizen | 2 | 2 | 15 | 4 | 24 |
| | Assist Dane County Sheriff | 0 | 0 | 3 | 0 | 3 |
| | Assist Dodge County Sheriff | 2 | 0 | 8 | 0 | 12 |
| | Assist Jefferson County Sheriff | 0 | 1 | 1 | 2 | 9 |
| | Assist Marshall PD | 1 | 1 | 11 | 1 | 34 |
| | Assist Probation/Parole | 1 | 0 | 6 | 0 | 1 |
| | Assist Social Services | 0 | 0 | 8 | 0 | 10 |
| | Assist Watertown PD | 0 | 0 | 1 | 0 | 0 |
| | Assist Wisconsin State Patrol | 0 | 0 | 0 | 0 | 1 |
| | Civil Dispute | 0 | 0 | 0 | 0 | 2 |
| | Custody for Other Department | 0 | 0 | 1 | 0 | 1 |
| | EMS Calls | 0 | 0 | 1 | 0 | 1 |
| | Neighbor Problems | 0 | 0 | 1 | 0 | 0 |
| | Other Mutual Aid Assists | 0 | 0 | 2 | 0 | 2 |
| | Probation/Parole Check Ins | 0 | 2 | 3 | 0 | 1 |
| | Sex Offender Registration | 0 | 0 | 0 | 0 | 1 |
| | Total for ASSIST: | 6 | 6 | 61 | 7 | 102 |
| CRIMINAL | Bail Jumping/Escapes | 0 | 0 | 1 | 0 | 1 |
| | Burglary - Non-Residential/No Force | 0 | 0 | 0 | 0 | 1 |
| | Burglary - Residential/No Force | 0 | 0 | 3 | 1 | 3 |
| | Buy, Receive, Possess Stolen Property | 0 | 0 | 0 | 0 | 1 |
| | Computer Crimes | 0 | 0 | 1 | 0 | 1 |
| | Criminal Damage To Property/vandalism | 0 | 1 | 8 | 0 | 15 |
| | Disorderly Conduct - All Other | 1 | 0 | 9 | 2 | 16 |
| | Disorderly Conduct - Fight, Disturbance | 3 | 2 | 5 | 2 | 10 |
| | Disorderly Conduct - Noise | 0 | 0 | 0 | 0 | 1 |
| | Domestic Disturbance | 0 | 0 | 13 | 1 | 12 |
| | Domestic Offense - Child Abuse/Neglect | 0 | 0 | 0 | 1 | 2 |
| | Domestic Offense - Spousal Abuse/Fights | 1 | 1 | 3 | 0 | 1 |
| | Drug Investigations | 2 | 0 | 8 | 0 | 6 |
| | Drug Paraphernalia Possession | 0 | 0 | 0 | 2 | 6 |
| | Drug Possession | 0 | 0 | 1 | 0 | 4 |
| | Endanger Safety/Reckless Behavior | 0 | 0 | 1 | 0 | 1 |
| | Forcible Rape | 0 | 0 | 0 | 0 | 1 |
| | Forgery/Counterfeiting | 0 | 0 | 0 | 1 | 1 |
| | Fraud | 2 | 5 | 13 | 2 | 7 |

Monthly Incident Comparison Report

Report Criteria:

Current Month: 8/2020

| Category | Description | Current Month | Prior Month | Year To Date | Same Mo. Last Year | Last Year |
|-----------|---|---------------|-------------|--------------|--------------------|------------|
| CRIMINAL | | | | | | |
| | Harassment - Harassing Telephone Calls | 1 | 0 | 3 | 0 | 5 |
| | Harassment - Threats | 1 | 0 | 4 | 0 | 2 |
| | Operate Vehicle Without Owner's Consent | 2 | 0 | 5 | 0 | 0 |
| | Other Sex Offenses | 0 | 1 | 3 | 0 | 4 |
| | Probation Hold | 0 | 0 | 0 | 0 | 2 |
| | Probation/Parole Violation | 0 | 0 | 1 | 0 | 1 |
| | Theft - All Other | 1 | 4 | 9 | 2 | 14 |
| | Theft - Bicycles | 0 | 0 | 0 | 0 | 2 |
| | Theft - From Building | 0 | 0 | 2 | 0 | 5 |
| | Theft - From a Motor Vehicle | 0 | 1 | 6 | 0 | 2 |
| | Theft - Retail/Shoplifting | 0 | 0 | 6 | 3 | 9 |
| | Trespassing | 0 | 0 | 0 | 0 | 2 |
| | Violation of Court/Restraining Order | 0 | 0 | 1 | 0 | 1 |
| | Worthless Checks - Less Than \$1000 | 0 | 0 | 1 | 0 | 2 |
| | Worthless Checks - More Than \$1000 | 0 | 0 | 0 | 0 | 1 |
| | Total for CRIMINAL: | 14 | 15 | 107 | 17 | 142 |
| ORDINANCE | | | | | | |
| | Abandoned Property/Vehicle Violation | 0 | 0 | 1 | 0 | 1 |
| | All-Terrain Vehicle Violation | 0 | 0 | 1 | 0 | 0 |

Monthly Incident Comparison Report

Report Criteria:

Current Month: 8/2020

| Category | Description | Current Month | Prior Month | Year To Date | Same Mo. Last Year | Last Year |
|------------------|--|---------------|-------------|--------------|--------------------|-----------|
| ORDINANCE | | | | | | |
| | Animal Bite | 0 | 1 | 3 | 0 | 5 |
| | Animal Licensing/Shots/Etc. | 0 | 0 | 1 | 0 | 3 |
| | Animal Noise Complaint | 0 | 0 | 0 | 1 | 2 |
| | Animal Running at Large | 0 | 1 | 1 | 1 | 5 |
| | Contributing to Delinquency of a Minor | 0 | 0 | 0 | 0 | 2 |
| | Illegal Dumping | 1 | 0 | 1 | 0 | 0 |
| | Loitering | 0 | 0 | 1 | 0 | 0 |
| | Possession of Tobacco by Minor | 0 | 0 | 0 | 0 | 1 |
| | Public Nuisance Violations | 0 | 0 | 1 | 0 | 1 |
| | Truancy | 0 | 0 | 0 | 0 | 2 |
| | Under Age Drinking - Minor (Under 18) | 0 | 0 | 0 | 0 | 1 |
| | Total for ORDINANCE: | 1 | 2 | 10 | 2 | 23 |
| Other | | | | | | |
| | Other Animal Calls - Dead, Etc. | 1 | 0 | 3 | 0 | 3 |
| | Receive Information | 0 | 1 | 8 | 1 | 18 |
| | Total for Other: | 1 | 1 | 11 | 1 | 21 |
| SERVICE | | | | | | |
| | 911 Disconnect (Hang-Up) | 0 | 0 | 1 | 0 | 0 |
| | Bond Poster for Other Department | 0 | 0 | 0 | 0 | 1 |
| | Death Investigation | 1 | 0 | 4 | 0 | 3 |
| | Emergency Commitment/Chapter 51 | 0 | 0 | 0 | 0 | 4 |
| | Emergency Detention/Detoxification | 0 | 1 | 4 | 1 | 5 |
| | Found Items/Property | 1 | 1 | 3 | 3 | 7 |
| | Keep the Peace | 0 | 0 | 0 | 0 | 2 |
| | Runaway Juvenile | 1 | 0 | 2 | 0 | 2 |
| | Suspicious Person/Activity, Prowler | 0 | 1 | 5 | 0 | 4 |
| | Uncontrollable Juvenile | 1 | 0 | 2 | 0 | 9 |
| | Warrant Pickup - Other Agency | 0 | 0 | 1 | 1 | 10 |
| | Warrant Pickup - Waterloo | 0 | 0 | 1 | 0 | 0 |
| | Welfare Check | 0 | 2 | 7 | 0 | 10 |
| | Total for SERVICE: | 4 | 5 | 30 | 5 | 57 |
| TRAFFIC | | | | | | |
| | Driver's License Violations (Ex OAS/OAR) | 1 | 3 | 12 | 7 | 33 |
| | Eluding Police Officer | 0 | 0 | 1 | 0 | 0 |
| | Illegal Turns | 1 | 0 | 2 | 0 | 3 |
| | Lane Violations - Left of Center, Etc. | 0 | 0 | 0 | 0 | 1 |
| | Motor Vehicle Insurance Violation | 1 | 1 | 7 | 3 | 24 |
| | OAS/OAR/Other License Violations | 1 | 0 | 10 | 1 | 32 |
| | Open Intoxicants - Driver | 0 | 1 | 1 | 0 | 0 |
| | Operate Motor Vehicle While Intoxicated | 4 | 2 | 8 | 2 | 10 |

Monthly Incident Comparison Report

Report Criteria:

Current Month: 8/2020

| Category | Description | Current Month | Prior Month | Year To Date | Same Mo. Last Year | Last Year |
|----------|---|---------------|-------------|--------------|--------------------|-----------|
| TRAFFIC | | | | | | |
| | Other Traffic Violations | 0 | 0 | 1 | 0 | 0 |
| | Parking Violation | 0 | 0 | 18 | 2 | 55 |
| | Power Display/Squeal Tires | 0 | 0 | 0 | 0 | 1 |
| | Registration/Title Violation | 1 | 0 | 2 | 0 | 12 |
| | Right of Way Violation | 0 | 0 | 0 | 1 | 2 |
| | Seatbelt Violation | 0 | 0 | 0 | 2 | 17 |
| | Speeding - School Zone | 0 | 0 | 1 | 0 | 3 |
| | Speeding Violation | 4 | 2 | 17 | 2 | 40 |
| | Stop Sign/Signal Violation | 0 | 2 | 5 | 0 | 23 |
| | Tow Vehicle | 0 | 0 | 1 | 0 | 2 |
| | Traffic Accident - Hit and Run (Damage) | 0 | 1 | 6 | 1 | 9 |
| | Traffic Accident - Non-Reportable | 0 | 0 | 5 | 0 | 5 |

Monthly Incident Comparison Report

Report Criteria:

Current Month: 8/2020

| Category | Description | Current Month | Prior Month | Year To Date | Same Mo. Last Year | Last Year |
|----------|---------------------------------------|---------------|-------------|--------------|--------------------|------------|
| TRAFFIC | | | | | | |
| | Traffic Accident - Personal Injury | 0 | 0 | 0 | 0 | 1 |
| | Traffic Accident - Property Damage | 0 | 4 | 15 | 1 | 18 |
| | Traffic Obstruction/Debris on Highway | 0 | 0 | 1 | 0 | 0 |
| | Vehicle Equipment Violation - Lights | 0 | 0 | 2 | 0 | 11 |
| | Vehicle Equipment Violation - Other | 0 | 0 | 3 | 0 | 2 |
| | Warning - 5 Day Equipment Violation | 0 | 0 | 0 | 0 | 1 |
| | Total for TRAFFIC: | 13 | 16 | 118 | 22 | 305 |
| | Grand Totals: | 39 | 45 | 338 | 54 | 653 |

Activity Log List

Report Criteria:

| Start Date | End Date | Title | Officer |
|------------|------------|-------|---------|
| 08/01/2020 | 08/31/2020 | | ALL |

| Title | Notes | Date | Time | Officer |
|---------------------------|---|------------|------|---------|
| Speeding | Officer observed subject speeding and verified speed with radar. Subject arrested and issued citation. | 08/01/2020 | | |
| Animal complaint. | Report of dog attacking another dog that was walking by residence on the sidewalk. Officer interviewed subjects involved. One owner warned to license dog, other subject advised when watching someone else's dog to make sure it is on a leash. | 08/01/2020 | | |
| Drug investigation. | Officer received report of subject acting erratically at business. Upon officer making contact with subject, subject as not making sense. Upon further investigation, drugs and paraphernalia was located in subject's vehicle. Subject placed on hold by probation and parole and therefore was turned over to Jefferson County Jail staff. Report to be forwarded to Drug Task Force for charges. | 08/02/2020 | | |
| Speeding | Officer observed subject speeding and verified speed with radar. Subject arrested and issued citation. | 08/04/2020 | | |
| Fraud | Subject reports receiving a check and when attempting to cash it was advised it was a fraudulent check. Subject had already given money to suspect regarding this check. Investigation continuing. | 08/05/2020 | | |
| Operate without insurance | Officer had subject stopped for a traffic violation. Upon asking driver for proof of motor vehicle insurance, driver stated there was no insurance on vehicle. Subject arrested and issued citation. | 08/05/2020 | | |
| Operate after suspension. | Officer had subject on a traffic stop. Upon checking driver's status, officer learned subject's driving status was suspended. Subject arrested and issued citation. | 08/06/2020 | | |
| Disorderly conduct. | Subject wished to report confrontation that occurred at residence. Officers spoke with all subjects involved. Parties were warned and separated for the evening. | 08/07/2020 | | |
| Found property. | Subject turned in a wallet found on East Madison Street. Officer took wallet to police department for safekeeping while attempting to locate owner. | 08/08/2020 | | |
| Unlawful Y-turn. | Officer observed subject make a y-turn midblock in the downtown area. Subject arrested and issued citation. | 08/08/2020 | | |
| Assist probation. | Officer had contact with an intoxicated subject that was ringing a resident's doorbell during the early morning hours. Upon running subject's information, officer learned subject was on probation. Probation and parole contacted and advised of situation. Officer as advised to tell subject to call their agent on Monday. Subject was advised and then turned over to responsible party. | 08/08/2020 | | |
| Disorderly conduct. | Report of a possible physical altercation occurring at residence. Upon officer's arrival, the two subjects were separated and interviewed. One subject arrested and issued citation. | 08/09/2020 | | |
| Assist Marshall. | Officer requested to assist Marshall Police Department with a possible altercation at residence. Officer assisted. | 08/09/2020 | | |
| Illegal u-turn. | Officer observed subject leaving parking stall in downtown area and make a u-turn to go in opposite direction. Subject arrested and issued citation. | 08/09/2020 | | |
| Battery. | Report of uncontrollable juvenile at residence. Officer made contact and spoke with all subject's in residence. Juvenile will be referred to Jefferson County Human Services for battery. | 08/09/2020 | | |
| Operate while intoxicated | Officer had contact with subject in a suspicious vehicle. Subject was intoxicated and upon further investigation, officer learned subject had driven to the location officer located him. Subject arrested and issued citation. | 08/09/2020 | | |
| Drug investigation. | Report of a suspicious item located in restroom of a business. Officer took item to police department for testing. Nothing indicated of possible drug residues. Case closed. | 08/10/2020 | | |
| Juvenile runaway | Report of juvenile leaving residence and stating they were leaving the state. Officer took report and juvenile entered into system as a runaway. | 08/11/2020 | | |
| Motor vehicle taken. | Report of vehicle being taken from residence without permission. Officer took report. Vehicle information entered into system as stolen. Investigation continuing. | 08/11/2020 | | |
| Registration suspended. | Officer had subject on a traffic stop. Upon checking driver and vehicle information, officer learned the registration on the vehicle was suspended. Subject arrested and issued citation. | 08/12/2020 | | |
| Speeding. | Officer observed subject speeding and verified speed with radar. Subject arrested and issued citations. | 08/15/2020 | | |

Activity Log List

Report Criteria:

| Start Date | End Date | Title | Officer |
|------------|------------|-------|---------|
| 08/01/2020 | 08/31/2020 | | ALL |

| Title | Notes | Date | Time | Officer |
|---------------------------|--|------------|------|---------|
| Operate without consent | Report of vehicle taken from complainant's garage by unknown person. Officer took information. Vehicle entered into system as stolen. Madison Police Department located vehicle in their city. Investigation continuing. | 08/15/2020 | | |
| Operate while intoxicated | Officer received reports of vehicle parked in roadway. Officer located vehicle in roadway with door open and subject sleeping. Driver was woken up and officer observed he was intoxicated Subject arrested and issued citations and transported to Jefferson County Jail. | 08/15/2020 | | |
| Disorderly conduct | Report of altercation occurring in front of business. Officer made contact. Subjects on scene questioned. Investigation continuing. | 08/15/2020 | | |
| Illegal dumping. | Complainant reports items not belonging to business was found in their rented dumpster. Upon looking through items, items of identification were located. Officer made contact with subjects. One subject arrested and issued citation. | 08/18/2020 | | |
| Harassment | Complainant wished to report incidents involving a subject yelling comments and derogatory words in the past and now leaving a suspicious note in mailbox. Officer took information and then spoke with subject. Case status pending. | 08/18/2020 | | |
| Death investigation. | Report of irresponsible subject at residence. Upon arrival, officer found subject was deceased. Medical examiner's office was contacted. | 08/19/2020 | | |
| Assist public | Officer requested to standby during a child custody exchange in business parking lot. Officer assisted. | 08/20/2020 | | |
| Assist Dodge County. | Officer requested to assist with a vehicle accident in Dodge County. Officer assisted. | 08/22/2020 | | |
| Harassing phone calls. | Complainant wished to report receiving numerous text messages and phone calls from subject who has been advised to stop contacting complainant. Officer spoke with subjects involved. A subject was warned to stop the contact or a citation would be issued. | 08/24/2020 | | |
| Speeding | Officer observed subject speeding and verified speed with radar. Subject arrested and issued citation. | 08/24/2020 | | |
| Fraud | Complainant reports concern for family member who may be getting scammed over the internet. Officer made contact and spoke with family member. Officer found evidence of a scam. Investigation continuing. | 08/24/2020 | | |
| Theft-all other | Subject reports losing debit card and has found someone has been using it. Officer took information. Investigation continuing. | 08/27/2020 | | |
| Assist citizen. | Subject wanted to report a possible threat comment posed to her Facebook page. Officer took information. | 08/28/2020 | | |
| Domestic disturbance. | Complainant came into police department regarding physical altercation that occurred on Monday. Officer took report. Contact needs to be made with suspect. Investigation continuing. | 08/28/2020 | | |
| Operate while intoxicated | Officer had contact with subject on a traffic stop. Upon making contact with the driver, officer observed the driver was intoxicated. Subject arrested and issued citations. | 08/29/2020 | | |
| Underage drinking. | Officer received report of a possible altercation occurring at residence. Upon officers making contact, they interviewed all subjects at residence. One juvenile arrested and issued citation for underage drinking. | 08/30/2020 | | |
| Operate while intoxicated | Officer received a report of a possible motorcycle accident. Upon officer making contact with subject with motorcycle, officer observed subject was intoxicated. Subject arrested and issued citation. | 08/30/2020 | | |
| Assist Dodge County | Officer requested to assist with possible accident in Dodge County. Officer assisted | 08/31/2020 | | |

Court Calendar Report

Report Criteria:

| Start Date | End Date | Officer | Court Type |
|------------|------------|---------|-------------------------|
| 08/18/2020 | 08/18/2020 | ALL | JEFFERSON CO CIRCUIT CT |

| Court Date | Name | DOB | Age | Ticket No | Issued | Officer/Court Type | Charge | Description | Fine | Collected |
|----------------------|--|----------|-----|--------------|----------|---|---------------|-------------------------------------|---------|-----------|
| 08/18/20 11:00 AM | AVENDANO-MARTINEZ,DOMINGO 7297 MARSHALL RD COLUMBUS WI, 53925 | 02/15/81 | 39 | T-BF358476-6 | 07/12/20 | WARNER,DAVID,N JEFFERSON CO CIRCUIT CT | 343.05(3)(A) | Operate w/o Valid License | \$45.00 | \$0.00 |
| 08/18/20 11:00 AM | CASTANON GUERRERO,ELIAZAR 431 FARNHAM STREET #1 MARSHALL WI, 53594 | 01/01/79 | 41 | T-BF358470-0 | 07/01/20 | BRICKEY,BENJAMIN,I JEFFERSON CO CIRCUIT CT | 343.05(3)(A) | Operate w/o Valid License | \$45.00 | \$0.00 |
| 08/18/20 11:00 AM | CISNEROS,ABIGAIL 580 KNOWLTON ST 203 WATERLOO WI, 53594 | 07/17/97 | 23 | C-1F80PBQ6RF | 07/23/20 | BRICKEY,BENJAMIN,I JEFFERSON CO CIRCUIT CT | *278-1-947.01 | DISORDERLY CONDUCT | \$95.00 | \$0.00 |
| 08/18/20 11:00 AM | DIVELBISS,RANDIN,MICHAEL 2703 W BELTLINE HWY MADISON WI, 53713 | 09/29/76 | 43 | C-1F8172BC3J | 06/27/20 | KELLY,JESSICA,LEE JEFFERSON CO CIRCUIT CT | *278-1-947.01 | DISORDERLY CONDUCT | \$0.00 | \$0.00 |
| 08/18/20 11:00 AM | GWALTNEY,SHAWN,CHRISTOPHER 1120 LUM AVE # 4 WATERLOO WI, 53594 | 11/09/88 | 31 | T-BF358505-0 | 06/21/20 | WARNER,DAVID,N JEFFERSON CO CIRCUIT CT | *344.62(1) | Operate Motor Vehicle W/O Insurance | \$45.00 | \$0.00 |
| 08/18/20 11:00 AM | GWALTNEY,SHAWN,CHRISTOPHER 1120 LUM AVE 4 WATERLOO WI, 53594 | 11/09/88 | 31 | T-BF358506-1 | 06/21/20 | WARNER,DAVID,N JEFFERSON CO CIRCUIT CT | 341.15(1) | Fail/Display Vehicle License Plates | \$15.00 | \$0.00 |
| 08/18/20 11:00 AM | HALEY,ROBERT,LEE, JR PO BOX 286 WATERTOWN WI, 53094 | 12/01/89 | 30 | T-BF358475-5 | 07/11/20 | WARNER,DAVID,N JEFFERSON CO CIRCUIT CT | 346.46(1) | Fail/Stop at Stop Sign | \$0.00 | \$0.00 |

Court Calendar Report

Report Criteria:

| Start Date | End Date | Officer | Court Type |
|------------|------------|---------|-------------------------|
| 08/18/2020 | 08/18/2020 | ALL | JEFFERSON CO CIRCUIT CT |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|--|----------|--------------------------------------|-------------------------|
| 08/18/20 | IHNEN,PAUL,E, II | 11/09/79 | T-BC845139-1 | THOM,TRACY |
| 11:00 AM | 210 E WALWORTH AVENUE DELAN VAN WI, 53115 | Age: 40 | Issued: 07/22/20 Inc #: 20-000291 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|-----------|-------------------------------|---------|-----------|
| 346.05(1) | Operating Left of Center Line | \$45.00 | \$0.00 |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|--|----------|--------------------------------------|-------------------------|
| 08/18/20 | IHNEN,PAUL,E, II | 11/09/79 | T-BC845140-2 | THOM,TRACY |
| 11:00 AM | 210 E WALWORTH AVENUE DELAN VAN WI, 53115 | Age: 40 | Issued: 07/22/20 Inc #: 20-000291 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|--------------|---------------------------|---------|-----------|
| 343.44(1)(A) | OPERATING WHILE SUSPENDED | \$45.00 | \$0.00 |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|---|----------|--------------------------------------|-------------------------|
| 08/18/20 | MERRICK,MICHAEL,KAREM | 06/11/84 | T-BF358480-3 | CULLEN,NATHANIEL,J |
| 11:00 AM | 318 N BRISTOL ST 2 SUN PRAIRIE WI, 53590 | Age: 35 | Issued: 06/01/20 Inc #: 20-000295 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|-----------|-----------------------------------|--------|-----------|
| 346.53(6) | Parking/Standing where Prohibited | \$0.00 | \$0.00 |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|---|----------|--------------------------------------|-------------------------|
| 08/18/20 | MERRICK,MICHAEL,KAREM | 06/11/84 | T-BF358504-6 | BRICKEY,BENJAMIN,I |
| 11:00 AM | 318 N BRISTOL ST 2 SUN PRAIRIE WI, 53590 | Age: 35 | Issued: 05/04/20 Inc #: 20-000261 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|-----------|-----------------------------------|--------|-----------|
| 346.53(6) | Parking/Standing where Prohibited | \$0.00 | \$0.00 |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|--|----------|--------------------------------------|-------------------------|
| 08/18/20 | NEWSON,KADJAH,S | 02/03/94 | T-BF358481-4 | CULLEN,NATHANIEL,J |
| 11:00 AM | 260 S MUSKET RIDGE DR # 4 SUN PRAIRIE WI, 53590 | Age: 26 | Issued: 07/24/20 Inc #: 20-000296 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|-----------|-------------------------------------|----------|-----------|
| 346.57(5) | Exceeding Speed Zones/Posted Limits | \$145.00 | \$0.00 |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|---|----------|--------------------------------------|-------------------------|
| 08/18/20 | NOAH,JONATHAN,CAGE | 05/01/90 | T-BF358479-2 | CULLEN,NATHANIEL,J |
| 11:00 AM | 6530 CAMP CREEK ROAD MANHATTAN MT, 59741 | Age: 30 | Issued: 05/30/20 Inc #: 20-000294 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|-----------|-----------------------------------|--------|-----------|
| 346.53(6) | Parking/Standing where Prohibited | \$0.00 | \$0.00 |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|---|----------|--------------------------------------|-------------------------|
| 08/18/20 | PUENTE GONZALEZ,VIOLETA | 04/14/87 | C-1F80PBQ6RC | BRICKEY,BENJAMIN,I |
| 11:00 AM | 556 KNOWLTON ST 7 WATERLOO WI, 53594 | Age: 33 | Issued: 06/27/20 Inc #: 20-000258 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|------------------|-------------|--------|-----------|
| *278-1-940.19(1) | Battery | \$0.00 | \$0.00 |

Court Calendar Report

Report Criteria:

| Start Date | End Date | Officer | Court Type |
|------------|------------|---------|-------------------------|
| 08/18/2020 | 08/18/2020 | ALL | JEFFERSON CO CIRCUIT CT |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|--|----------|--------------------------------------|-------------------------|
| 08/18/20 | SAMANEIGO AYALA,VERONICA,S | 03/09/93 | C-1F80PBQ6RD | BRICKEY,BENJAMIN,I |
| 11:00 AM | 424 FARNHAM ST 4 MARSHALL WI, 53559 | Age: 27 | Issued: 07/23/20 Inc #: 20-000293 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|-----------------|------------------------|---------|-----------|
| *278-1-946.41/O | OBSTRUCTING AN OFFICER | \$95.00 | \$0.00 |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|--|----------|--------------------------------------|-------------------------|
| 08/18/20 | SCOTT,JAMES,B | 12/11/62 | T-BF358477-0 | WARNER,DAVID,N |
| 11:00 AM | 723 TAFT STREET SUN PRAIRIE WI, 53590 | Age: 57 | Issued: 07/17/20 Inc #: 20-000286 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|-----------|------------------------|---------|-----------|
| 346.46(1) | Fail/Stop at Stop Sign | \$25.00 | \$0.00 |

| Court Date | Name | DOB | Ticket No | Officer/Court Type |
|------------|---|----------|--------------------------------------|-------------------------|
| 08/18/20 | ZELEDON SARANTES,FRANDER,TOMAS | 04/28/94 | T-BF358507-2 | WARNER,DAVID,N |
| 11:00 AM | 554 KNOWLTON ST 7 WATERLOO WI, 53594 | Age: 26 | Issued: 07/18/20 Inc #: 20-000287 | JEFFERSON CO CIRCUIT CT |

| Charge | Description | Fine | Collected |
|--------------|---------------------------|---------|-----------|
| 343.05(3)(A) | Operate w/o Valid License | \$45.00 | \$0.00 |

Ticket Count: 17

Total Fines: \$645.00
Total Payments: \$0.00
Total Due: \$645.00

WATERLOO POLICE DEPARTMENT
PARKING CITATIONS AUGUST, 2020

| Date | Payment | Method | Receipt | Location | Last | First | CitationNumber |
|-----------|---------|-------------|---------|----------|-----------|----------|----------------|
| 8/3/2020 | 20.00 | Cash | 012777 | Drop Box | Ellis | James | 015327 |
| 8/5/2020 | 20.00 | Check | 012779 | Mail | Keegan | Brenda | 015313 |
| 8/5/2020 | 20.00 | Cash | 012778 | Counter | Rodriguez | Wilber | 015331 |
| 8/10/2020 | 20.00 | Check | 012782 | Mail | Bates | Tammera | 015329 |
| 8/10/2020 | 60.00 | Cash | 012781 | Drop Box | Ramos | Karina | 015317 |
| 8/11/2020 | 20.00 | Cash | 012783 | Drop Box | Yerges | Nicholas | 015332 |
| 8/17/2020 | 60.00 | Cash | 012784 | Drop Box | Hann | Eric | 015320 |
| 8/20/2020 | 20.00 | Check | 012788 | Counter | Ramos | Nancy | 015296 |
| 8/20/2020 | 20.00 | Cash | 012787 | Counter | Steele | James | 015335 |
| 8/20/2020 | 20.00 | Money Order | 012786 | Mail | Watnem | Toni | 015330 |
| 8/24/2020 | 20.00 | Cash | 012790 | Drop Box | James | Douglas | 015336 |
| 8/24/2020 | 20.00 | Check | 012789 | Drop Box | Nelson | Payten | 015334 |

Total Due 320.00

WATERLOO POLICE DEPARTMENT
MONTHLY FLEET MAINTENANCE REPORT

MONTH: August YEAR: 2020

2015 FORD SUV

PRINTED
09/12/2020
Page 1 of 2

| Date Serviced | Mileage | Fuel Added | Fuel Costs | Maintenance Items | Maint. Costs |
|---------------|---------|------------|------------|-------------------|--------------|
| 08/01/2020 | 69,309 | 6.0 | \$12.05 | | |
| 08/01/2020 | 69,379 | 7.5 | \$15.06 | | |
| 08/02/2020 | 69,473 | 8.9 | \$17.77 | | |
| 08/03/2020 | 69,529 | 7.0 | \$14.00 | | |
| 08/04/2020 | 69,575 | 4.5 | \$9.00 | | |
| 08/05/2020 | 69,632 | 6.4 | \$12.72 | | |
| 08/05/2020 | 69,687 | 6.0 | \$12.91 | | |
| 08/06/2020 | 69,739 | 4.3 | \$8.50 | | |
| 08/07/2020 | 69,797 | 5.5 | \$10.90 | | |
| 08/07/2020 | 69,833 | 3.6 | \$7.25 | | |
| 08/08/2020 | 69,891 | 6.7 | \$13.38 | | |
| 08/08/2020 | 69,949 | 6.6 | \$13.22 | | |
| 08/09/2020 | 70,003 | 6.3 | \$12.50 | | |
| 08/11/2020 | 78,297 | 9.2 | \$18.40 | | |
| 08/11/2020 | 70,178 | 7.4 | \$14.72 | | |
| 08/12/2020 | 70,249 | 8.5 | \$17.00 | | |
| 08/13/2020 | 70,288 | 5.9 | \$13.00 | | |
| 08/14/2020 | 70,417 | 8.1 | \$17.77 | | |
| 08/15/2020 | 70,451 | 8.6 | \$19.00 | | |
| 08/16/2020 | 70,606 | 6.4 | \$14.01 | | |
| 08/17/2020 | 70,671 | 6.2 | \$13.68 | | |
| 08/18/2020 | 70,717 | 5.7 | \$12.34 | | |
| 08/18/2020 | 70,785 | 5.1 | \$11.02 | | |
| 08/19/2020 | 70,858 | 8.4 | \$18.00 | | |
| 08/20/2020 | 70,947 | 9.5 | \$20.50 | | |
| 08/21/2020 | 71,008 | 7.3 | \$15.25 | | |
| 08/22/2020 | 71,067 | 6.9 | \$14.51 | | |
| 08/22/2020 | 71,125 | 6.7 | \$14.02 | | |
| 08/23/2020 | 71,192 | 6.8 | \$14.25 | | |
| 08/24/2020 | 71,251 | 5.5 | \$11.00 | | |
| 08/25/2020 | 71,311 | 5.0 | \$10.08 | | |
| 08/25/2020 | 71,370 | 5.2 | \$10.42 | | |
| 08/26/2020 | 71,434 | 8.0 | \$16.01 | | |
| 08/27/2020 | 71,523 | 10.9 | \$24.04 | | |
| 08/28/2020 | 71,570 | 5.0 | \$11.00 | | |
| 08/29/2020 | 71,638 | 7.3 | \$16.00 | | |
| 08/30/2020 | 71,702 | 6.9 | \$14.50 | | |
| 08/31/2020 | 71,764 | 7.1 | \$15.00 | | |

WATERLOO POLICE DEPARTMENT
MONTHLY FLEET MAINTENANCE REPORT
MONTH: August YEAR: 2020
2015 FORD SUV

PRINTED
09/12/2020
Page 2 of 2

| | | |
|----------------------------|----------|---------|
| BEGINNING MONTHLY MILEAGE: | 69,283.0 | MILES |
| ENDING MONTHLY MILEAGE: | 71,809.0 | MILES |
| TOTAL MILES DRIVEN: | 2,526.0 | MILES |
| TOTAL FUEL ADDED: | 256.9 | GALLONS |
| TOTAL FUEL COSTS: | \$534.78 | |
| MILES PER GALLON: | 9.8 | M.P.G. |
| TOTAL MAINTENANCE COSTS: | | |

WATERLOO POLICE DEPARTMENT
MONTHLY FLEET MAINTENANCE REPORT

MONTH: August YEAR: 2020

2017 FORD SUV

PRINTED
09/12/2020
Page 1 of 1

| Date Serviced | Mileage | Fuel Added | Fuel Costs | Maintenance Items | Maint. Costs |
|---------------|---------|------------|------------|-------------------|--------------|
| 08/02/2020 | 26,435 | 8.0 | \$15.97 | | |
| 08/04/2020 | 26,513 | 7.0 | \$14.07 | | |
| 08/08/2020 | 26,591 | 8.3 | \$16.71 | | |
| 08/11/2020 | 26,665 | 7.0 | \$13.94 | | |
| 08/26/2020 | 26,748 | 8.8 | \$17.54 | | |
| 08/30/2020 | 26,838 | 9.9 | \$21.82 | | |

| | | |
|----------------------------|----------|---------|
| BEGINNING MONTHLY MILEAGE: | 26,400.0 | MILES |
| ENDING MONTHLY MILEAGE: | 26,844.0 | MILES |
| TOTAL MILES DRIVEN: | 444.0 | MILES |
| TOTAL FUEL ADDED: | 49.0 | GALLONS |
| TOTAL FUEL COSTS: | \$100.05 | |
| MILES PER GALLON: | 9.1 | M.P.G. |
| TOTAL MAINTENANCE COSTS: | | |

WATERLOO POLICE DEPARTMENT
MONTHLY FLEET MAINTENANCE REPORT

MONTH: August YEAR: 2020

2020 FORD SUV

PRINTED
09/12/2020
Page 1 of 1

| Date Serviced | Mileage | Fuel Added | Fuel Costs | Maintenance Items | Maint. Costs |
|---------------|---------|------------|------------|-------------------|--------------|
| 08/12/2020 | 1,883 | 11.2 | \$22.48 | | |
| 08/28/2020 | 2,113 | 11.2 | \$24.66 | | |

| | | |
|----------------------------|---------|---------|
| BEGINNING MONTHLY MILEAGE: | 1,798.0 | MILES |
| ENDING MONTHLY MILEAGE: | 2,120.0 | MILES |
| TOTAL MILES DRIVEN: | 322.0 | MILES |
| TOTAL FUEL ADDED: | 22.4 | GALLONS |
| TOTAL FUEL COSTS: | \$47.14 | |
| MILES PER GALLON: | 14.4 | M.P.G. |
| TOTAL MAINTENANCE COSTS: | | |

Karl Junginger Memorial Library
 Mayor/Council/Board Report
 August 2020

| AUGUST MONTHLY STATISTICS | | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec |
|---|-------------|---------|---------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Library Card Holders | 2019 | 2853 | 2873 | 2779 | 2648 | 2547 | 2466 | 2353 | 2280 | 2292 | 2331 | 2335 | 2344 |
| | 2020 | 2349 | 2360 | 2375 | 2377 | 2378 | 2386 | 2401 | 2414 | 0 | 0 | 0 | 0 |
| | % of Change | -17.67% | -17.86% | -14.54% | -10.23% | -6.64% | -3.24% | 2.04% | 5.88% | -100.00% | -100.00% | -100.00% | -100.00% |
| Checkouts (Circulation) | 2019 | 3146 | 3209 | 3250 | 3310 | 3342 | 4297 | 4548 | 4193 | 3220 | 3852 | 3367 | 3034 |
| | 2020 | 4118 | 3528 | 2468 | 380 | 1133 | 3365 | 3749 | 3883 | 0 | 0 | 0 | 0 |
| | % of Change | 30.90% | 9.94% | -24.06% | -88.52% | -66.10% | -28.16% | -17.57% | -7.39% | -100.00% | -100.00% | -100.00% | -100.00% |
| eBook/Audio Checkouts (Circulation) | 2019 | 494 | 488 | 441 | 436 | 435 | 422 | 445 | 495 | 460 | 526 | 469 | 474 |
| | 2020 | 540 | 459 | 451 | 533 | 541 | 578 | 674 | 609 | 0 | 0 | 0 | 0 |
| | % of Change | 9.31% | -5.94% | 2.27% | 22.25% | 24.37% | 36.97% | 51.46% | 23.03% | -100.00% | -100.00% | -100.00% | -100.00% |
| Library Visits | 2019 | 2396 | 2110 | 2786 | 3029 | 2556 | 3230 | 2867 | 3069 | 2628 | 2560 | 2312 | 2081 |
| | 2020 | 2683 | 2877 | 0 | 0 | 0 | 1269 | 1434 | 938 | 0 | 0 | 0 | 0 |
| | % of Change | 11.98% | 36.35% | -100.00% | -100.00% | -100.00% | -60.71% | -49.98% | -69.44% | -100.00% | -100.00% | -100.00% | -100.00% |
| Meeting Room Use | 2019 | 24 | 33 | 40 | 45 | 47 | 30 | 20 | 19 | 20 | 32 | 32 | 37 |
| | 2020 | 45 | 39 | 23 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | % of Change | 87.50% | 18.18% | -42.50% | -100.00% | -100.00% | -100.00% | -100.00% | -100.00% | -100.00% | -100.00% | -100.00% | -100.00% |
| Public Computer Use | 2019 | 314 | 268 | 321 | 308 | 271 | 301 | 282 | 452 | 254 | 236 | 204 | 214 |
| | 2020 | 326 | 272 | 152 | 0 | 0 | 63 | 83 | 73 | 0 | 0 | 0 | 0 |
| | % of Change | 3.82% | 1.49% | -52.65% | -100.00% | -100.00% | -79.07% | -70.57% | -83.85% | -100.00% | -100.00% | -100.00% | -100.00% |
| WiFi Use | 2019 | 331 | 386 | 363 | 383 | 374 | 364 | 300 | 301 | 346 | 335 | 329 | 320 |
| | 2020 | 324 | 318 | 301 | 109 | 115 | 134 | 136 | 135 | 0 | 0 | 0 | 0 |
| | % of Change | -2.11% | -17.62% | -17.08% | -71.54% | -69.25% | -63.19% | -54.67% | -55.15% | -100.00% | -100.00% | -100.00% | -100.00% |
| Outreach to local residents -Checkouts NEW WAY 2019 | 2019 | 88 | 76 | 91 | 115 | 81 | 77 | 56 | 65 | 74 | 111 | 45 | 66 |
| | 2020 | 179 | 95 | 83 | 6 | 0 | 56 | 119 | 55 | 0 | 0 | 0 | 0 |
| | % of Change | 103.41% | 25.00% | -8.79% | -94.78% | -100.00% | -27.27% | 112.50% | -15.38% | -100.00% | -100.00% | -100.00% | -100.00% |
| Programs | | | | | | | | | | | | | |
| Adult Number of Programs | 2019 | 11 | 10 | 10 | 14 | 12 | 11 | 11 | 6 | 5 | 11 | 14 | 9 |
| | 2020 | 16 | 11 | 6 | 2 | 2 | 1 | 0 | 1 | 0 | 0 | 0 | 0 |
| | % of Change | 45.45% | 10.00% | -40.00% | -85.71% | -83.33% | -90.91% | -100.00% | -83.33% | -100.00% | -100.00% | -100.00% | -100.00% |
| Adult Attendance | 2019 | 77 | 74 | 56 | 143 | 51 | 231 | 56 | 21 | 68 | 75 | 133 | 52 |
| | 2020 | 147 | 64 | 37 | 18 | 36 | 6 | 0 | 5 | 0 | 0 | 0 | 0 |
| | % of Change | 90.91% | -13.51% | -33.93% | -87.41% | -29.41% | -97.40% | -100.00% | -76.19% | -100.00% | -100.00% | -100.00% | -100.00% |
| Teen (12-18) Number of programs | 2019 | 2 | 4 | 5 | 5 | 15 | 5 | 5 | 3 | 2 | 3 | 2 | 1 |
| | 2020 | 2 | 2 | 0 | 0 | 0 | 3 | 6 | 3 | 0 | 0 | 0 | 0 |
| | % of Change | 0.00% | -50.00% | -100.00% | -100.00% | -100.00% | -40.00% | 20.00% | 0.00% | -100.00% | -100.00% | -100.00% | -100.00% |
| Attendance (Adult + Teen) | 2019 | 10 | 4 | 25 | 54 | 279 | 86 | 35 | 28 | 45 | 7 | 12 | 6 |
| | 2020 | 10 | 15 | 0 | 0 | 0 | 2 | 1 | 0 | 0 | 0 | 0 | 0 |
| | % of Change | 0.00% | 275.00% | -100.00% | -100.00% | -100.00% | -97.67% | -97.14% | -100.00% | -100.00% | -100.00% | -100.00% | -100.00% |
| Children's Number of programs | 2019 | 5 | 14 | 15 | 16 | 28 | 27 | 22 | 11 | 23 | 16 | 14 | 5 |
| | 2020 | 6 | 17 | 5 | 9 | 8 | 15 | 30 | 16 | 0 | 0 | 0 | 0 |
| | % of Change | 20.00% | 21.43% | -66.67% | -43.75% | -71.43% | -44.44% | 36.36% | 45.45% | -100.00% | -100.00% | -100.00% | -100.00% |
| Attendance (Adult + Child) | 2019 | 32 | 177 | 209 | 349 | 498 | 769 | 386 | 316 | 518 | 268 | 192 | 159 |
| | 2020 | 99 | 229 | 82 | 125 | 157 | 321 | 405 | 241 | 0 | 0 | 0 | 0 |
| | % of Change | 209.38% | 29.38% | -60.77% | -64.18% | -68.47% | -58.26% | 4.92% | -23.73% | -100.00% | -100.00% | -100.00% | -100.00% |

** COVID-19 Began in March 2020 we closed library doors on March 16th Opened doors on June 1st to the public.

Regular meeting of the Waterloo Water & Light Commission held September 1, 2020

The meeting was called to order by President Tom Bergan at 7:00pm at the Waterloo Utilities office. Present were Commissioners Vern Butzine, Randie Lange, Tim Thomas, Superintendent Barry Sorenson, Lineman Evan Pratt, Office Manager Joy Bisco, and Billing Administrator Kait Sharpe. Absent Devin Schumann.

Minutes

It was moved by Butzine, seconded by Lange, to approve the minutes of the August 4, 2020 meeting. Motion carried.

Expenditures

It was moved by Thomas, seconded by Lange, to approve the payment of the August bills as presented. Motion carried.

Citizen Input

None.

Billing Administrator Intro

Kait introduced herself to the Commission and explained some of her duties.

2021 Budget

The Commission reviewed the 2021 budgets.

Transportation Replacement Account

Sorenson discussed the aging equipment, looking at different options available. Probably push the replacement of the 98 bucket truck off a few years to replace the 93 trencher. Sorenson will gather quotes and try to arrange demos.

Portland Sanitary District (PSD)

The Commission discussed assisting PSD with a maintenance agreement.

It was moved by Thomas, seconded by Lange, to adjourn. Motion carried.

Respectfully submitted,
Tim Thomas
Secretary

List of Bills

| | | | |
|----------------------------|-----------|----------------------------|------------|
| American Cancer Society | 50.00 | Neitzel Auto & Hardware | 1,283.94 |
| APG of Southern Wisconsin | 294.29 | Payment Service Network | 12.95 |
| Border States | 79,230.31 | Piggly Wiggly | 5.98 |
| BP Credit Card Center | 903.09 | PSC | 806.37 |
| Brooks Tractor | 590.66 | Payroll | 48,982.78 |
| Charter Communications | 94.99 | Portland Sanitary District | 8,940.65 |
| City of Waterloo Treasurer | 39,441.97 | Richter Heating & AC | 444.71 |
| C&M Hydraulic Tool Supply | 2,222.65 | SEERA | 1,305.05 |
| Diverse Electric | 544.00 | Solenis | 3,600.00 |
| Diggers Hotline | 745.55 | S&S Plumbing | 10,200.00 |
| DOA | 3,801.94 | Superior Chemical | 144.89 |
| F&M Bank | 186.10 | Town & Country | 2,405.24 |
| Frontier | 371.81 | USPS | 110.00 |
| GFC Leasing | 77.00 | United Liquid Waste | 937.50 |
| Grainger | 84.75 | US Cellular | 254.31 |
| Hellenbrand Ace Hardware | 100.78 | Unifirst Corp | 558.20 |
| Brenda/Rick Hansen | 459.15 | Visa | 1,681.56 |
| Hawkins | 6,654.87 | USA | 522.23 |
| Infosend | 876.38 | UPS | 108.04 |
| Irby | 2,197.47 | Waterloo Utilities | 14,550.59 |
| Jonas Office Products | 167.26 | Waterloo Building Center | 47.25 |
| Laurie Link | 500.00 | WE Energies | 78.46 |
| MC Tools & Repair LLC | 120.92 | Wisconsin Dept. of Revenue | 16,014.01 |
| MEUW | 235.00 | Wisconsin State Lab | 26.00 |
| MP Systems | 12,403.42 | WPPI Energy | 314,594.47 |
| | | Shannon Xiong | 41.00 |
| | | Zak Enterprises | 180.00 |

Total Disbursements \$580,190.54

Checking Account #102-613:

| | |
|-----------------|---------------------|
| Balance 7/31/20 | \$53,877.95 |
| Transfer | 400,000.00 |
| Disbursements | (265,397.02) |
| Interest | 4.54 |
| Service Charge | (22.09) |
| Balance 8/31/20 | <u>\$188,463.38</u> |

WWTP Account #374-547 (DNR Replacement Fund)

| | |
|-----------------------|---------------------|
| Balance 7/31/20 | \$135,997.71 |
| Deposit | 160,000.00 |
| Transfer for Expenses | |
| Interest | 37.45 |
| Balance 8/31/20 | <u>\$296,035.16</u> |

Debt Service Account #3015323:

| | |
|-----------------|---------------------|
| Balance 7/31/20 | \$419,062.57 |
| Deposit | 54,518.00 |
| Bond Payment | |
| Interest | 153.72 |
| Balance 8/31/20 | <u>\$473,734.29</u> |

Money Market Account #110-832:

| | |
|-----------------|---------------------|
| Balance 7/31/20 | 659,139.33 |
| Deposits | 608,252.14 |
| Transfer | (464,518.00) |
| Disbursements | (314,594.47) |
| Interest | 168.88 |
| Service Charge | (176.96) |
| Balance 8/31/20 | <u>\$488,270.92</u> |

Transportation Fund

| | |
|-----------------|--------------------|
| Balance 7/31/20 | \$88,498.98 |
| Transfer | |
| Balance 8/31/20 | <u>\$88,498.98</u> |

Construction Account:

| | |
|----------------------|---------------|
| Balance 7/31/20 | 0.00 |
| Construction Payment | |
| Balance 8/31/20 | <u>\$0.00</u> |

CD #614470 (Bond Reserve):

| | |
|-----------------|---------------------|
| Balance 7/31/20 | 114,610.81 |
| Interest | |
| Balance 8/31/20 | <u>\$114,610.81</u> |

CD #613386 (Bond Reserve):

| | |
|-----------------|---------------------|
| Balance 7/31/20 | 210,424.31 |
| Interest | |
| Balance 8/31/20 | <u>\$210,424.31</u> |

WWTP CD #2875 (DNR Replacement Fund):

| | |
|----------------------------|---------------------|
| Checking Account #102-613: | \$611,919.80 |
| Interest | |
| Transfer | -150000.00 |
| Balance 8/31/20 | <u>\$461,919.80</u> |

Raynelle Butzine

From: info@whsadopt.org
Sent: Wednesday, September 02, 2020 10:38 AM
To: Raynelle Butzine
Subject: August intake report

Here is the August intake report

Stray Cats- 1
Surrendered cats-0

Stray Dogs-1
Surrendered dogs-0

-Amy Litscher
Kennel Manager
920-261-1270



Virus-free. www.avg.com

Council Packet Meeting Material Update

9/14/2020 3:51 PM

Unfinished Business. Ordinance 2020-06 Amending Municipal Code Relating To Trees... remains as an incomplete draft. It has been recommended by the Public Works & Property Committee, but final drafting remains to be completed.

-Mo Hansen
Clerk/Treasurer



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

RESOLUTION #2012-37

Authorizing Tax Incremental Finance Matters Including: Pay-off Of TID #2 Debt; Hiring A TID #3 Intern And Creating Municipal Priorities

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

WHEREAS, the Community Development Authority at its 8/18/2020 meetings made the following recommendations to advance the use of tax incremental financing to grow the tax base and bring employment to our community:

- **TID #2 Recommendations**
 - Pay-off all remaining project debt (approx. \$293,746) resulting in a savings in interest expense of an estimated \$16,302. (Earliest available pre-payment date is 1/1/2021).
 - Aggressively seek developer for residential development immediately east of assisted living facility. Offer pay-as-you-go incentives to bring about development.
- **TID #3 Recommendations**
 - Hire student intern to assist with marketing of 333 Portland Rd (Stipend not to exceed \$1,200).
 - Aggressively seek 333 Portland Road industrial site development offering pay-as-you go incentives and electric/water/sewer discounts as feasible within the constraints that project must be self-funding over the life of TID #3.
- **TID #4 Recommendations**
 - Negotiate with School District and property owners north of school to ensure land remains tax generating parcels going forward.
 - Aid property owner at Clarkson & Monroe identify a developer.

THEREFORE, BE IT RESOLVED, the City of Waterloo Common Council accepts the recommendation and authorizes all municipal staff, Waterloo Utilities staff and Waterloo's third-party service providers to work together to bring into being successful tax incremental projects within the City of Waterloo.

PASSED AND ADOPTED this ____ day of _____ 2020.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Morton Hansen, Clerk/Treasurer

SPONSOR(S) – Community Development Authority

FISCAL EFFECT – costs related to tax incremental finance projects are self-contained within each of the three existing funds (one for each District). The internship expense is an administrative expense allowed for by the TID #3 adopted project plan.



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

RESOLUTION #2012-39
Approving A 2021-2023 Police Contract With Law Enforcement Employee Relations Division
Of The Wisconsin Professional Police Association

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

WHEREAS, an ad-hoc committee consisting of the Mayor, Alders Kuhl & Thomas, the Police Chief and Clerk/Treasurer was appointed by the Mayor to negotiate with the Police Bargaining Unit to renew an expiring three contract; and,

WHEREAS, after multiple meetings a tentative agreement was concluded which the Police Bargaining Unit has approved.

THEREFORE, BE IT RESOLVED, the City of Waterloo Common Council accepts the terms of the renewal agreement as presented on this night and approves the 2021-2023 contract.

PASSED AND ADOPTED this ____ day of _____ 2020.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Morton Hansen, Clerk/Treasurer

SPONSOR(S) – Finance, Insurance & Personnel Committee
FISCAL EFFECT – none.

These are the operative changes from current to future year contracts



**WATERLOO POLICE OFFICERS ASSOCIATION
TENTATIVE AGREEMENT WITH THE
TOWN OF WATERLOO**

08/10/2020

1) ARTICLE VII-UNION MEMBERSHIP

Amend language per the Supreme Court Janus decision. See attached

2) ARTICLE XIV-OVERTIME

Section 14.02 Open Shifts-

Amend as follows:

Short notice of open shifts of 8 hours or less, like a sick call, does not require the open shift to be offered to either part-time employees or by seniority. The assigned employee working before the open shift ~~will~~ may be held over four hours and the assigned employee following the open shift ~~will~~ may be ordered in early four hours as long as the employee in question is not going into or coming from scheduled time off; e.g. vacation, holiday, or comp-time etc. This does not include regular days off not attached to other scheduled time off. The City reserves the right for the Chief or Lieutenant to fill any open shift meeting the definition of a short notice opening. If an employee from the shift before or following the open shift is not eligible to work the open shift due to the above mentioned facts then the least senior employee eligible to work; e.g. not on scheduled time off mentioned above, ~~will~~ may be ordered to cover that portion of the open shift. At management's discretion, a short notice opening may be filled by reassigning a swing car shift to cover the shift.

An open shift on a Holiday will be filled by the shift officer before and after the open shift. If the shift cannot be filled, the request for the Holiday off **may** be denied.

3) ARTICLE XV-WAGES

Adjust wages:

| | | | |
|--------------------|----------------------|--------------------|--------------------|
| 1/01/21 | 01/01/22 | 01/01/23 | 09/01/23 |
| <u>2% increase</u> | <u>1.5% increase</u> | <u>1% increase</u> | <u>1% increase</u> |

4) ARTICLE XVII-VACATIONS

Section 17.02 Vacation Use

Add language "Any vacation carried over must be used by March 1st".

5) ARTICLE XXI-UNIFORM ALLOWANCE

Section 21.01 Allowance

Add language that the city will purchase a new ballistic vest for new hires (if needed) and provide \$250 towards the purchase of a replacement vest for employees whose vest life has expired.

6) **ARTICLE XXII-SICK LEAVE**

Section 22.01 Accrual- Amend language:

The sick leave time earned during the first six (6) calendar months of full-time employment shall ~~not~~ be available to an employee ~~until~~ after he/she has successfully completed the first ninety (90) days of employment ~~year of employment~~.

7) **ARTICLE XXVII-TERM OF AGREEMENT**

Amend dates for a 3-year agreement, 2021-2023.

Current contract expiring 12/31/20 presented here
for contract comparison and context purposes.

AGREEMENT BETWEEN THE
CITY OF WATERLOO
AND THE



WATERLOO PROFESSIONAL POLICE ASSOCIATION

Wisconsin Professional Police Association

Law Enforcement Employee Relations Division

2018 - 2020

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1 **AGREEMENT**

2
3 This Agreement, made and entered into by and between the City of Waterloo, a municipal
4 corporation, hereinafter referred to as the "City", and the Law Enforcement Employee Relations
5 Division of the Wisconsin Professional Police Association, hereinafter referred to as the "Union"
6 for and on behalf of the members of the Waterloo Professional Police Association.
7

8 **ARTICLE I - RECOGNITION**

9
10 The City recognizes the Union as the sole and exclusive bargaining representative for all non-
11 supervisory, regular full-time law enforcement employees with the power of arrest, excluding
12 appointed and elected officials, the Chief, clerical, secretarial, special, temporary, seasonal,
13 supervisory, managerial and confidential employees.
14

15 **ARTICLE II - REPRESENTATION**

16
17 Either party may select for itself a negotiator or negotiators for the purpose of carrying on
18 conferences and negotiations under the provisions of the Wisconsin laws. The parties shall
19 advise each other of the name or names of their negotiators upon commencement of the
20 negotiations. This is not intended to prohibit the adding of additional negotiators at any point
21 during the course of negotiations.
22

23 **ARTICLE III - COOPERATION**

24
25 Employees affected by this agreement will individually and collectively perform their work and
26 fulfill their duties in a loyal, safe, prompt and efficient manner, and they will use their influence
27 and best efforts at all times to protect the property of the City and to protect and promote the
28 City's best interests.

1 **ARTICLE IV - PURPOSE AND NON-DISCRIMINATION**

2
3 Both parties to the agreement are desirous of reaching an amicable understanding with the
4 respect to the Employer-Employee relationship which exists between them and to enter into an
5 agreement covering rates of pay, hours of work, and conditions of employment.
6

7 Neither the City nor the Union nor any of its members will interfere with, restrain, coerce or
8 discriminate against any employee by reason of the employee's race, color, creed, sex, age,
9 handicap, marital status, sexual orientation, national origin, or ancestry, nor on account of an
10 employee's membership or non-membership in the Union, nor because the employee exercises
11 any rights under the Wisconsin Employment Peace Act.

12 **ARTICLE V - MANAGERIAL RIGHTS**

13
14 **Section 5.01 - Management Rights**

15 The union recognizes the prerogatives of the City to operate and manage its affairs in all respects
16 in accordance with its responsibility and in the manner provided by law, and the powers or
17 authority which the City has not specifically and expressly abridged, delegated or modified by
18 other provisions of this agreement, are retained exclusively by the City. Such powers and
19 authority, in general, include, but are not limited to the following:
20

21 (a) To determine its general business practices and policies and to utilize personnel, methods,
22 and means in the most appropriate and efficient manner possible.
23

24 (b) To manage and direct the employees of the City, to make assignments of jobs,
25 to determine the size and composition of the work force and each employee, and to determine the
26 work to be performed by the work force and each employee, and to determine the competence
27 and qualifications of the employees.
28

29 (c) To determine the method and means by which the operations of the City are to be conducted.

- 1 (d) To utilize part-time employees in a manner consistent with the past practices of the City.
2 (e) To hire and promote employees, to transfer employees within the department, and to make
3 promotions to supervisory positions in the manner most advantageous to the City.
4 (f) To lay off employees.
5 (g) To discipline, suspend, demote, and discharge employees.
6 (h) To establish or alter the number of shifts, hours of work, work schedules, methods and
7 processes within the guidelines of Article XIII.
8 (I) To schedule overtime work in a manner consistent with the past practices of the City.
9 (j) To create new positions or departments, to introduce new or improved operations or work
10 practices, to terminate or modify existing positions, departments, operations or work practices, to
11 consolidate existing positions, departments or operations, and to contract with others to provide
12 service.
13 (k) To make and alter the rules and regulations for the conduct of its business and of its
14 employees within the guidelines of Article VIII.
15 (l) To take required action necessary to carry out the functions of the City in situations of
16 emergency.

17
18 Section 5.02 Limitations

19 The City's exercise of the foregoing functions shall be limited only by the express provisions of
20 this agreement. The City has all the rights which it had at common law, except those expressly
21 bargained away in this agreement, and except as limited by statute.
22

23 **ARTICLE VI - NO STRIKE OR SLOWDOWN**

24
25 Section 6.01 - No Strikes

26 The union agrees individually and collectively, not to strike, slowdown, engage in a mass sick
27 call, or in any other manner impede the full working efficiency of the City's Police Department.
28

1 Section 6.02 Union Responsibility

2 The union shall neither cause nor counsel any or all of its members to engage in the acts
3 prohibited in Section 6.01 above. Upon written notification by the City to the Union that it's
4 members are engaged in acts prohibited in Section 6.01 above, the Union shall immediately
5 order such members to return to work immediately.

6
7 Section 6.03 Discipline & Discharge

8 Participation by employees in the action prohibited by Section 6.01 above shall be the basis for
9 discipline, including discharge.

10
11 **ARTICLE VII - UNION MEMBERSHIP**

12
13 The Union, as the exclusive representative of all the employees in the bargaining unit, shall
14 represent all such employees equally and fairly. No employee in the bargaining unit shall be
15 required to join the union, but membership in the Union shall be made available to bargaining
16 unit employees who apply, consistent with the Constitution and By Laws of the Union. No
17 employee shall be denied Union membership on the basis of race, color, creed, sex, age,
18 handicap, martial status, sexual orientation, national origin or ancestry.

19
20 **ARTICLE VIII - RULES AND REGULATIONS**

21
22 Section 8.01 Existing Rules and Regulations

23 The members of the bargaining unit will abide by the rules, regulations, policies and procedures
24 as are established and approved and in existence at the time that this agreement is executed.

25
26 Section 8.02 Prior Notice of Changes

27 The City agrees to give the Union prior notice of any proposed rule, regulation, policy or
28 procedure change. The union shall have the right to discuss such change with the City prior to

1 the implementation of any such change.

2 **ARTICLE IX - PROBATION**

3
4 A probationary period of twelve (12) months shall be served by each new employee. This
5 probationary period may be extended for an additional period of up to six (6) months at the
6 discretion of the City for performance related reason only, which shall be explained to the
7 employee and his/her representative. During the probationary period, discipline, suspension or
8 discharge will not be subject to the grievance and arbitration procedure. Employees promoted to
9 a higher classification shall serve a six (6) month trial period. A promoted employee can be
10 returned to the employees previous classification within the trial period.

11
12 **ARTICLE X – SENIORITY**

13
14 Section 10.01 Definition

15 Seniority is established by the total years of continuous service as a sworn officer, calculated to
16 begin with the first date for which compensation was paid to the officer. An approved leave of
17 absence shall not constitute a break in seniority. A new employee shall not obtain any seniority
18 rights until the employee has completed the probationary period.

19
20 Section 10.02 Termination of Seniority

21 Seniority and the employment relationship shall be broken and terminated when:

22
23 (A) An employee quits

24
25 (B) An employee is discharged;

26
27 (C) A laid off employee is given at least three (3) days notice of recall, mailed to his/her
28 last known address, by registered mail or certified mail, and does not report for work at the time

1 notified to return to work;

2 (D) An employee is absent from work three (3) consecutive work days without notifying
3 the City of the reason for the absence, in which case the employee shall be considered as having
4 resigned;

5
6 (E) An employee performs no work for the City for a period of **twelve (12)** months or the
7 length of his/her seniority, whichever is less, unless otherwise agreed between the City and the
8 Union.

9
10 (F) An employee fails to return to work upon expiration of a leave of absence.

11

12 Section 10.03 Layoff and Recall

13 In laying off employees, those employees who are seasonal, casual, temporary, or part time shall
14 be laid off first. Then those employees with the least seniority shall be laid off in reverse
15 seniority, last hired, first laid off. In recalling employees after layoff, employees shall be called
16 back in reverse order of layoff, last laid off, first called back.

17

18 **ARTICLE XI - GRIEVANCE AND ARBITRATION**

19

20 Section 11.01 Definition of Grievance

21 A grievance is defined to be a controversy between any employee, other than a probationary
22 employee, and the City as to any issue, whether factual or legal, involving rights and liabilities
23 under this agreement, which is not otherwise excluded from the grievance and arbitration
24 procedure. Only matters involving interpretation, application or enforcement of the terms of this
25 agreement shall constitute a grievance under the provisions set forth herein.

26

27

28

1 Section 11.02 Time Limitations

2 Time limitations set forth in the grievance procedure shall be exclusive of Saturdays, Sundays,
3 and holidays. Grievances not timely filed, processed, or submitted for arbitration as provided
4 herein shall be barred even though the parties continue to discuss such grievances. A person's
5 absence from work for any reason shall not be a basis for extending the time limits as stated
6 herein. There may be no waiver of this provision unless it is mutually agreed to between the
7 Union and the City.

8
9 Section 11.03 grievance Procedure

10 Any employee may process a grievance, and, if necessary, arbitration, and shall have the right to
11 representation by the Union in conference with the City as follows:

12
13 Step One: The employee shall take up the grievance orally with the employee's
14 immediate supervisor within ten (10) days of knowledge of the occurrence of the event causing
15 the grievance. The supervisor shall attempt to make a mutually satisfactory adjustment and, in
16 any event, shall be required to give an answer within ten (10) days.

17
18 Step Two: Grievances shall be considered settled in Step One unless, within ten (10) days
19 after the supervisor's answer is due, the grievance is reduced to writing and presented to the Joint
20 Grievance Committee. This committee shall consist of the City Personnel Committee and three
21 (3) Association representatives. Should the Committee fail to settle the grievance within ten (10)
22 days after the receipt of the written grievance, the matter should be referred to arbitration.

23
24 Step Three: The grievance shall be considered settled in Step Two above unless, within
25 ten (10) days after the last response is received or due, the dissatisfied party shall notify in
26 writing to the other party that the dispute is being submitted to an impartial arbitrator.

1 Time limits in the foregoing steps in the grievance procedure may be modified by mutual
2 consent.

3 Section 11.04 Arbitration Procedure

4 (A) The impartial arbitrator shall, if possible, be mutually agreed upon by the parties. If
5 agreement on the arbitrator is not reached within ten (10) days after the date of the notice of
6 arbitration or if the parties do not agree upon the method of selection, the Wisconsin
7 Employment Relations Commission shall be requested to submit a panel of five (5) arbitrators.
8 The parties shall alternately strike names until one remains. The party requesting arbitration shall
9 be first to strike a name.

10

11 (B) The arbitrator shall neither add to, nor detract from, nor modify the language of this
12 agreement in arriving at a determination of any issue presented that is proper for arbitration
13 within the limitations expressed herein. The Arbitrator shall have no authority to change wage
14 rates or salaries. The Arbitrator shall be expressly confined to the precise issues submitted for
15 arbitration and shall have no authority to determine any other issue not so submitted. All
16 expenses which may be involved in the arbitration proceedings shall be borne equally by the
17 parties. However, expenses relating to the calling of witnesses or any other similar expenses
18 associated with such proceeding, shall be borne by the party at whose request such witness or
19 witnesses are required.

20

21 (C) The arbitrator so selected shall hold a hearing at the City of Waterloo, at a time and place
22 convenient to the parties at the earliest possible date following notification of selection. The
23 arbitrator shall take such evidence as in his/her judgement is appropriate for the disposition of
24 the dispute.

25

26 (D) The cost of a court reporter and/or transcript, if any, shall be shared equally by the parties.
27 Unless mutually waived, a transcript of all arbitration proceedings shall be taken by a court
28 reporter and the cost shall be shared equally by the parties.

1 (E) The Arbitrator shall render a decision within thirty (30) days of the close of the hearing or
2 within thirty (30) days of receipt of the last briefs filed in connection with said hearing.

3
4 Section 11.05 Exclusive Remedy of Complaint

5 The grievance procedure set forth herein shall be the exclusive remedy for any complaint of any
6 employee as to any matter involving the interpretation or application of this agreement.

7
8 **ARTICLE XII - RESIDENCY**

9
10 Effective upon ratification of the 2015-2017 Agreement, there is no residency requirement for
11 members recognized under Article I of this agreement.

12
13 **ARTICLE XIII - HOURS OF EMPLOYMENT**

14
15 Section 13.01 Normal Work Day and Week

16 The normal work day shall consist of an eight (8) hour shift. The normal work week shall
17 average forty (40) hours per week based on a fifty-two week year.

18
19 Section 13.02 Normal Work Schedule

20 (A) The normal work schedule shall be six (6) work days and two (2) days off, four consecutive
21 times (6-2 four times), six (6) work days and three (3) days off (6-3), and five (5) work days and
22 three (3) days off (5-3), subject to section 13.02(B) below.

23
24 (B) When full staffing levels of the police department are reached, the City and the Association
25 agree to meet and discuss the implementation of a work schedule change.

1 **ARTICLE XIV - OVERTIME**

2
3 **Section 14.01 Definition**

4 Employees shall be paid one and one half (1½) times their straight time rate for all hours worked
5 in excess of their regular scheduled work day or work week.
6

7 **Section 14.02 Open Shifts – Posting**

8 Open shifts may be first offered to available part-time employees. If no part-time employee fills
9 the open shift and there is at least a 7-day notice, the open shift shall be posted, for a period of
10 three (3) days, and assigned on a seniority basis. Should no employee volunteer to work this
11 open shift, the assigned employee working before the open shift will be held over four hours and
12 the assigned employee following the open shift will be ordered in early four hours, as long as the
13 employee in question is not going into or coming from scheduled time off; e.g. vacation, holiday,
14 or comp-time etc. This does not include regular days off not attached to other scheduled time off.

15 If an employee from the shift before or following the open shift is not eligible to work the open
16 shift due to the above mentioned facts then the least senior employee eligible to work; e.g. not on
17 scheduled time off mentioned above, will be ordered to cover that portion of the open shift.

18 Open shifts that are not posted (less than 7-day notice) may be first offered to part-time
19 employees. If the open shift has not been filled, then the open shift will be offered by seniority;
20 e.g. to the most senior eligible employee first, in person, or phone call. Management is not
21 required to wait for a response from a left voicemail before moving on to the next person in
22 seniority. Should no employee volunteer to work this open shift, the assigned employee working
23 before the open shift will be held over four hours and the assigned employee following the open
24 shift will be ordered in early four hours, as long as the employee in question is not going into or
25 coming from scheduled time off; e.g. vacation, holiday, or comp-time etc. This does not include
26 regular days off not attached to other scheduled time off.

27 Short notice of open shifts of 8 hours or less, like a sick call, does not require the open shift to be
28 offered to either part-time employees or by seniority. The assigned employee working before the

1 open shift will be held over four hours and the assigned employee following the open shift will
2 be ordered in early four hours as long as the employee in question is not going into or coming
3 from scheduled time off; e.g. vacation, holiday, or comp-time etc. This does not include regular
4 days off not attached to other scheduled time off.

5 If an employee from the shift before or following the open shift is not eligible to work the open
6 shift due to the above mentioned facts then the least senior employee eligible to work; e.g. not on
7 scheduled time off mentioned above, will be ordered to cover that portion of the open shift.

8 9 Section 14.03 On Call Time

10 When the City places and employee "On Call", the employee shall be paid at one half (½) of
11 their straight time rate for all the time required to be "On Call". On call is defined as receiving a
12 call from the Chief of Police, his/her designee, or any on-duty officer assigned as in-charge,
13 designating the off-duty officer as "on call".

14 15 Section 14.04 Call In Time

16 Employees called in to perform work not contiguous to their shift, in addition to their regular
17 scheduled hours shall receive a minimum of two (2) hours of pay at the overtime rate.

18 Employees called in shall attempt to respond in the earliest possible time frame when call in is
19 for an emergency.

20 21 Section 14.05 Training, Departmental Meetings

22 Required hours outside an employee's scheduled shift spent in state mandated training shall be
23 paid in compensatory time off at the time and one half (1½) rate. Voluntary training activities
24 shall be compensated at the straight time rate. All overtime compensation must comply with the
25 FLSA regulations.

26 An officer whose compensatory time bank has reached the maximum, as specified in Section
27 14.05, may extend that bank to comply with this section, up to a maximum of 120 hours. The
28 officer must reduce the bank back to the maximum of 80 hours within ninety (90) days of

1 exceeding the maximum.

2
3 Section 14.06 Compensatory Time Off

4 In lieu of receiving pay for training, educational activities, or overtime hours worked, employees
5 may accumulate up to a maximum of eighty (80) hours in the compensatory bank. Employees
6 who use compensatory time off may replenish the account up to a maximum of eighty (80)
7 hours.

8 Employees must elect whether to receive cash compensation or compensatory time off for the
9 overtime worked by the end of the pay period in which the overtime was worked. Priority for
10 time off shall be in the following order; vacations, holidays, compensatory time. Approval of the
11 use of compensatory time off shall be mutually agreed upon by both the employee and the Chief
12 or his designee. The compensatory bank will be paid out at the current contractual rate at the
13 time of separation of employment. An officer may request payment of up to sixteen (16) hours of
14 compensatory time off, per pay period, in lieu of compensatory time off. Only compensatory
15 time off accrued during the current year may be paid in lieu of time off.

16
17 Section 14.07 Court Time

18 Employees required to go to court other than during their regular shift shall be guaranteed two
19 (2) hours at time and one-half (1 ½). For court trips outside of Waterloo, employees shall be
20 allowed to use a squad car or shall be paid mileage as outlined by the State of Wisconsin mileage
21 reimbursement rate if a squad care is not available. An employee will be given a twenty-four
22 (24) hour notice of cancellation by the court if not required to appear in court. If said twenty-
23 four (24) hour notice of cancellation is not given, employee will be guaranteed two (2) hours of
24 pay at straight time.

1 **ARTICLE XV - WAGES (Hourly)**

2

3 **1/01/18 7/01/18 1/01/19 7/01/19 1/01/20**

4 **1% 1% 1% 1% .25%**

5

6 **1/01/18 7/01/18 1/01/19 7/01/19 1/01/20**

7 **Position**

8 Sergeant \$28.40 \$28.68 \$28.97 \$29.26 \$29.33

9 Sergeant (probationary) \$27.79 \$28.07 \$28.35 \$28.63 \$28.70

10 Officer #1 \$27.27 \$27.54 \$27.82 \$28.10 \$28.17

11 Officer #2 (7-12 months) \$24.96 \$25.21 \$25.46 \$25.71 \$25.77

12 Officer #2 (0-6 months) \$24.10 \$24.34 \$24.58 \$24.84 \$24.90

13

14 **Effective with employees hired on or after January 1, 2015 the wage scale will be amended**

15 **as follows:**

16 Officer #2 (13-24 month) \$24.96 \$25.21 \$25.46 \$25.71 \$25.77

17 Officer #2 (0-12 months) \$24.10 \$24.34 \$24.58 \$24.84 \$24.90

18

19 Officers shall receive an additional twenty (20) cents per hour for all hours worked between 3PM

20 and 11PM; and twenty-five (25) cents per hour for all hours worked between 11PM and 7AM.

21

22 Officers shall be paid bi-weekly, by direct deposit.

23

24 **ARTICLE XVI - LONGEVITY**

25

26 **Section 16.01 Paid Longevity**

27 Longevity pay will be granted and paid annually in the first pay period of December to all full-

28 time eligible employees.

1 Section 16.02 Payment

2 **Effective with employees hired prior to January 1, 2015:**

3 0-5 years: An additional five (5) cents per hour to a maximum of 2080 hours per year or \$104.00

4 6-10 years: An additional seven and on half (7.5) cents per hour to a maximum of 2080 hours per
5 year or \$156.00

6 11- retirement: An additional ten (10) cents per hour to a maximum of 2080 hours per year or
7 \$208.00

8 **Effective with employees hired on or after January 1, 2015:**

9 5-10 years: An additional five (5) cents per hour, to a maximum of 2080 hours per year
10 (\$104.00)

11 11-15 years: Ann additional seven and one half (7.5) cents per hour, to a maximum of 2080
12 hours per year (\$156.00)

13 15-retirement: an additional ten (10) cents per hour, to a maximum of 2080 hours per year
14 (\$208.00)

15

16

ARTICLE XVII – VACATIONS

17

18 Section 17.01 Allowance and pay

19 1 Year of employment = 6 days of vacation

20 2 Years of employment =10 days of vacation

21 3 Years of employment = 11 days of vacation

22 4 Years of employment =12 days of vacation

23 5 Years of employment =13 days of vacation

24 6 Years of employment =14 days of vacation

25 7 Years of employment = 15 days of vacation

26 8 Years of employment =16 days of vacation

27 9 Years of employment = 17 days of vacation

28 10 Years of employment =18 days of vacation

29 11 Years of employment =19 days of vacation

30 12 Years of employment = 20 days of vacation

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Jan 31, 2018 (9:52:09)

1 20 Years of employment = 25 days of vacation

2

3 Section 17.02 Vacation Use

4 **Effective January 1, 2015 the vacation schedule will be based on a calendar year rather**
5 **than anniversary date year.**

6 It is intended that vacation time be used in the immediate following calendar year after which it
7 was earned. If it is not possible to use vacation earned as stated, exceptions may be granted by
8 the Chief of Police for carrying the unused vacation over to the immediate next calendar year. If
9 carrying over of unused vacation time is denied for any reason, the remainder of unused vacation
10 time shall be paid on a separate check along with the regular salary with the pay period that ends
11 closest to the end of the calendar year.

12

13 Section 17.03 Calculation of Partial Vacation

14 Vacation time shall be determined on a calendar year basis. When employment terminates during
15 the course of the calendar year, the amount of unused vacation earned in the previous calendar
16 year shall be computed and paid upon termination. The amount of vacation that has been earned
17 in the current calendar termination year shall be prorated according to the number of months of
18 work that the employee has performed and paid upon termination.

19

20 Section 17.04 Continuous Service

21 In computing continuous service for vacation purposes, only continuous regular service,
22 including sick leave, workers compensation and vacation may be counted. No vacation shall be
23 earned during employee requested leaves of absence.

24

25 Section 17.05 Scheduling

26 The vacation schedule shall be approved by the Chief of Police taking into account the requests
27 of the officers. Prior to November 15th of each year, the Police Chief shall post a single master
28 vacation pick schedule for the following year. Employees will pick, in order from most senior to
29 least, one block of days connecting an employee's regular days off. *e.g. regular off days are*
30 *Monday and Tuesday, employee takes vacation from Wednesday through next Monday*

1 *connecting to regular off days Tuesday and Wednesday.* Employee's first round is done. A
2 second round will be made where individual days or block of days can be picked. Employees
3 may choose to not make any picks in any round, and float their available vacation days, or make
4 a couple of picks in the second round then float the rest. Initial vacation picks are guaranteed.
5 Time off requests submitted after this selection process shall be treated on a first come first serve
6 basis. If two employees submit time off at the same time for the same date, the advantage goes
7 to the most senior employee. Time off requests shall be approved or denied as soon as possible
8 but not to exceed 30 days. The Chief of Police reserves the right not to allow officers off at
9 particular times, and shall provide unavailable dates prior to the start of the vacation pick
10 process.

11 ARTICLE XVIII – HOLIDAYS

12 Section 18.01 Paid Holidays

13
14 The City shall pay full-time employees for the following holidays: New Year's Day, Easter
15 Sunday, Memorial Day, July 4th, Labor Day, Veterans Day, Thanksgiving Day, Christmas Eve,
16 Christmas Day, and New Year's Eve.
17

18 Section 18.02 Payment

19 Full-time employees shall receive eight (8) hours of holiday pay for each of the ten (10) holidays
20 listed above. In addition, employees who work any of the listed holidays shall receive one and
21 one-half (1½) times their regular hourly rate for all hours worked. Employees called in on a
22 holiday shall be paid at two (2) times the regular hourly rate for all hours worked.
23

24 Section 18.03 Holiday Time Off

25 Full-time employees may seek, upon written request, at least seven (7) days in advance of the
26 holiday, to take an alternate day off for each of the holidays earned, subject to the approval of the
27 Chief of Police who shall have sole discretion to grant or deny the request. If the request is
28 granted, such specified day shall be taken off during the calendar year of which the holiday was
29 earned. Exceptions to the time table may be granted by the Chief of Police. An employee may
30

1 submit a request for time off for either Christmas Eve or Christmas Day. An employee may
2 submit a request for time off for either New Year's Eve or New Year's Day. These days will not
3 be available during initial vacation picks. Exceptions may be granted by the Chief of Police
4 prior to the posting of the December schedule. *e.g. An employee is approved for Christmas Eve*
5 *off. The employee may request to have Christmas Day off if the Chief approves.*

6 7 **ARTICLE XIX - RETIREMENT** 8

9 Full-time employees shall be eligible for retirement under the Wisconsin Retirement System
10 upon the first day of employment as a full-time employee. Effective January 1, 2012 the
11 Employee will pay 2% of the Employee share of WRS and the Employer will pay the remaining
12 percent as defined by the WRS; effective January 1, 2013 the Employee will pay 4% of the
13 Employee share of WRS and the Employer will pay the remaining percent as defined by the
14 WRS; effective January 1, 2014 the Employee will pay the full Employee share of WRS and the
15 Employer will pay the remaining percent as defined by the WRS.

16
17 Any full-time employee hired after July 1, 2011 will pay the full amount of the Employee share
18 as defined by the WRS and the Employer will pay the remaining percent as defined by the WRS.

19 20 **ARTICLE XX - INSURANCE** 21

22 Section 20.01 Health Insurance

23 The City shall provide health insurance coverage for full-time employees, and shall pay eighty-
24 eight percent (88%) of the average premium cost of the qualified Tier 1 health plans within the
25 county of Jefferson through the Wisconsin Department of Employee Trust Funds Group Health
26 Insurance Plan as outlined as the Maximum Employer Share by the DETF. Each employee shall
27 pay the remaining difference for the coverage selected as outlined as the Minimum Employee
28 Share by DETF. The City shall provide a Section 125 Flexible Spending Account Cafeteria Plan
29 for health insurance costs, premium co-pays and co-insurance, and child care.
30

1 Section 20.02 Life Insurance

2 The City shall provide the same Life Insurance coverage for full-time employees after six (6)
3 months of full-time employment, excepting that if any newly hired employee is already currently
4 enrolled in the Wisconsin Retirement System, such coverage shall commence upon the first day
5 of employment as a full-time employee.

6
7 Section 20.03 Income continuation Insurance

8 The City shall provide the same Income Continuation Insurance for full-time employees after six
9 (6) months of full-time employment, excepting that if any newly hired employee is already
10 currently enrolled in the Wisconsin Retirement System, such coverage shall commence upon the
11 first day of employment as a full time employee.

12
13 **ARTICLE XXI - UNIFORM ALLOWANCE**

14
15 Section 21.01 Allowance

16 Effective January 1, 2018, the uniform allowance shall be six hundred dollars (\$600.00) annually
17 for full-time employees. The allowance must be used within the year and must be billed to City
18 Hall by December 31 of that year, except up to one hundred fifty dollars (\$150.00) of the annual
19 uniform allowance may be carried over from year to year, to a maximum of six hundred dollars
20 (\$600.00) for the sole purpose of buying expensive duty equipment (i.e.) ballistic vest, duty
21 weapon, jackets, etc). If an employee exceeds his/her allotment, arrangements must be made
22 with the City Clerk/Treasurer's office for payment within a limited period of time.

23
24 Section 21.02 Termination

25 Any regular employee terminated or terminating employment within a given calendar year shall
26 have his/her clothing allowance prorated according to the actual months of service during the
27 calendar year. Terminated or terminating probationary employees will be required to return all
28 credit allowance uniforms furnished by the City.

1 Section 21.03 Bicycle Patrol

2 Officers assigned to bicycle patrol shall receive one hundred dollars (\$100.00) per year for
3 purchases of clothing and equipment specific to bicycle patrol duties,
4

5 **ARTICLE XXII - SICK LEAVE**

6 Section 22.01 Accrual

7 Regular full-time employees shall be entitled to one (1) working day of sick leave with pay for
8 each month or a major fraction thereof of actual service up to an accumulated total of one
9 hundred thirty-five (135) working days. The sick leave time earned during the first six (6)
10 calendar months of full-time employment shall not be available to an employee until he/she has
11 successfully completed the first year of employment. Such sick leave shall be granted for doctor
12 appointments and in case of bona fide illness of the employee or the employees immediate
13 family (as defined in the Wisconsin Family and Medical Leave Act), as well as diagnostic
14 treatment, dental procedures and optician's services when performed by a duly authorized
15 licensed practitioner, and the necessary time to travel to and from the place of treatment. Sick
16 leave is calculated on an hourly basis. Accumulated sick leave may be used to acquire paid
17 health insurance only upon retirement, if employed by the City fifteen (15) years or longer or
18 other exceptions as granted by the City Council. In the event of the employee's death after such
19 retirement, accumulated sick leave shall be paid out in cash at the employee's most current wage
20 rate to the employee's estate, or at the direction of the estate, be used to continue
21 spouse/dependent paid health insurance.
22

23 Section 22.02 Longer Illness

24 In the case of an illness extending beyond two (2) days duration, the employee shall furnish a
25 certificate issued by a licensed practitioner or other satisfactory proof of illness upon the request
26 of the Chief of Police.
27

28 Section 22.03 False Reporting

29 Any employee that falsely reports to his department head that he is ill for the purpose of using
30 sick leave as an additional paid vacation, shall be subject to disciplinary action and shall forfeit

1 five (5) days of accumulated sick leave for each day or fraction thereof falsely reported.

2
3 Section 22.04 Entitlement

4 No employee shall be entitled to sick leave while absent from duty for any of the following
5 reasons or causes:

6
7 (A) Disability arising from any sickness or injury purposely self-imposed or inflicted or
8 caused by any of his/her willful misconduct.

9
10 (B) Sickness or disability sustained while on leave of absence without pay.

11
12 Section 22.05 Notification

13 Employees shall be required to give prompt notification of their absence from work to their
14 supervisor or department head. If the supervisor or department head cannot be reached, the City
15 Clerk shall be notified before 9:00 a.m. on the first day of absence as is reasonably possible.
16 Employees shall make reasonable efforts to keep the City informed as to the duration of the
17 absence so that the employer can plan accordingly. Failure to comply with this provision for
18 reasonable and prompt notification without just cause shall result in a forfeiture of sick leave
19 benefits for the hours or days involved.

20
21 **ARTICLE XXIII - BEREAVEMENT LEAVE**

22
23 Full-time employees shall be allowed three (3) days leave with pay for the funerals of a member
24 of the employee's immediate family. Immediate family shall be defined as: spouse of the
25 employee, parents, parents-in-law, step parents, step parents-in-law, grandparents of either
26 employee or spouse, children, step children, grandchildren, brothers, step brothers, sisters, step
27 sisters, brothers-in-law and sister-in-law, sons-in-law and daughters-in-law. In-laws shall be
28 limited to the current marital status.

1 **ARTICLE XXIV - JURY DUTY**

2
3 Officers covered by this agreement who serve on a jury shall be paid by the employer the
4 difference between the earnings for such jury duty and his/her regular earnings, except that in the
5 case of the officer who reports for daily jury duty but who is dismissed from serving on the jury
6 on any regular scheduled work day, such employee shall return to their job to complete the
7 regular scheduled work day. If the jury duty is a regular day off or a vacation day, the officer
8 shall be allowed to keep the jury fees.

9
10
11 **ARTICLE XXV - WORKER'S COMPENSATION**

12
13 Employees who become entitled to and receive Worker's Compensation Benefits under the
14 appropriate sections of the Wisconsin Statutes as the result of an on-the-job illness or injury may
15 continue to receive their full pay, in the following manner: Compensation shall be from the first
16 day of illness or injury and shall not count as sick days. Employees receiving Worker's
17 Compensation Benefits shall choose to receive the Worker's Compensation payment only, or
18 deduct from the sick leave bank an equal amount to make a full paycheck. All benefits to the
19 officer, (I.E. - vacations, holidays, insurance benefits, sick leave, Wisconsin Retirement Fund,
20 and Seniority) shall continue to accrue as per contract while on Worker's Compensation.

21
22
23 **ARTICLE XXVI - NO OTHER AGREEMENT**

24
25 The city agrees not to enter any agreement with any employee covered by this agreement which
26 conflicts with the terms of this Agreement, unless the City and Union otherwise agree to the
27 contrary in writing. Any such agreement not otherwise agreed to by the parties shall be null and
28 void.

1 **ARTICLE XXVII - SEPARABILITY AND SAVINGS**

2
3 **Section 27.01 Invalidity**

4 If an Article or Section of this Agreement or any Rider hereto should be held invalid by any
5 tribunal or competent jurisdiction, or if compliance with or enforcement of any Article or Section
6 should be restrained by such tribunal pending a final determination as to its validity, the
7 remainder of the Agreement or any Rider hereto, or the application of such Article or Section to
8 persons or circumstances other than those as to which it has been held invalid or as to which
9 compliance with or enforcement it has been restrained, shall not be affected thereby.

10
11 **Section 27.02 Renegotiation and/or Arbitration**

12 In the event that any Article or Section of this agreement is held invalid or enforcement of or
13 compliance with it is restrained, as above set forth, the parties shall enter into immediate
14 collective bargaining negotiations, upon written request of either party, for the purpose of
15 arriving at a mutually satisfactory replacement for such Article or Section. If the Article or
16 Section involved relates to a non-fiscal matter and the parties are unable to agree upon a
17 replacement within thirty (30) days, it shall be submitted to arbitration in accordance with the
18 provisions of Article XI, Section 11.04. Collective bargaining negotiations shall be the sole
19 method of determining a replacement if the Article or Section involved has any fiscal
20 consequences.

21
22 **SECTION XXVIII - TERM OF AGREEMENT**

23
24 **Section 28.01 Effective date**

25 This agreement shall become effective as of January, 1, 2018 and remain in full force and effect
26 up to, and including, December 31, 2020, unless amended, changed or terminated pursuant to
27 Section 28.02 below. This Agreement may be extended by mutual agreement of the parties. In
28 the event such notice is served, the parties shall operate temporarily under the complete terms
29 and provisions of this contract until a new contract is entered into.

1 Section 28.02 Notice to Amend or Terminate

2 In the event either party desires to amend, change or terminate the Agreement, it shall give notice
3 thereof at least sixty (60) days prior to the expiration date or any anniversary thereof. Upon
4 giving such notice, the parties shall meet within ten (10) days in order to negotiate said
5 amendments or changes unless otherwise mutually agreed.

6
7
8 SIGNATURE PAGE

9
10 Dated this 1st day of February, 2018.

11
12
13 For CITY OF WATERLOO

For WPPA/LEER, LOCAL #113

14
15
16
17 By: Robert W. Stronach
18 Mayor

By: Juan Acme, WPPA
WPPA/LEER

19
20
21
22
23 By: Mo Hans
24 Clerk-Treasurer

By: Nathaniel Cullen
Local # 113

25
26
27
28 By: [Signature]
29 Local # 113
30



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

RESOLUTION #2012-40

Adopting A Municipal Purchasing Policy Exempting The Library And Waterloo Utilities

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

WHEREAS, the Finance, Insurance & Personnel Committee crafted a purchase policy crafted existing policies from Sun Prairie, Baraboo and Reed City Michigan to replace a minimalist existing policy for the City of Waterloo; and,

WHEREAS, at the Committee recommends the policy as presented on this night to be applicable to all municipal departments with the exception of the Library and Waterloo Utilities.

THEREFORE, BE IT RESOLVED, the City of Waterloo Common Council hereby adopts the policy as recommended by the Committee and directs its implementation.

PASSED AND ADOPTED this ____ day of _____ 2020.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Morton Hansen, Clerk/Treasurer

SPONSOR(S) – Finance, Insurance & Personnel Committee
FISCAL EFFECT – none.

| | | |
|---|-------------------------------------|--|
| CITY OF WATERLOO | TITLE: PURCHASING POLICY | |
| TARGET AUDIENCE: City Departments; City Employees; and other component units funded by City taxpayers or ratepayers, either in whole or in part; Community Development Authority; Vendors – except the Library and Waterloo Utilities | POLICY SOURCE: Finance Committee | |
| DATE APPROVED BY | DATE AMENDED BY COUNCIL: | |

**SECTION I
POLICY OBJECTIVES**

- 1.1 Objectives. The objectives of the City's Purchasing Policy are:
1. To ensure that materials, equipment and services are purchased at the lowest prices consistent with quality and performance.
 2. To provide adequate controls over City expenditures and financial commitments with proper documentation.
 3. To obtain quality goods required by City departments and to ensure that these goods are at the place needed at the time needed.
 4. To provide a standardized system of purchasing for use by all City departments.

**SECTION II
COMPETITIVE BIDDING AND PURCHASING REQUIREMENTS**

- 2.1 Policy. It is the policy of the City of Waterloo to procure needed materials, equipment and services at the lowest cost consistent with quality and performance. Therefore, City purchases will be made only after price quotations have been obtained or attempted to have been obtained from different suppliers through either formal or informal means, if required pursuant to this Policy.
- 2.2 Purchasing Requirements. The process of making purchases varies depending on the total cost of the purchases.

| Budgeted Cost | Authority Required | Purchasing Process | Competitive Requirement |
|-------------------------------------|---------------------------------|---------------------------|--|
| Less than \$2,500 | Department Director or designee | Submit Invoice | Documented periodic quotes or 2 informal quotes received verbally or by examining published prices |
| Over \$2,500 and less than \$25,000 | Finance Committee | Submit Invoice | Unless required by State Statute, it shall be the Department Heads discretion on the method of obtaining bids and proposals. Options include invitations to bid and proposals by mail, email, publication in the official newspaper, telephone contacts or verbal requests. Purchases shall attempt to obtain bids or proposals from at least three vendors to ensure that comparison pricing is demonstrated. |
| Over \$25,000 | City Council | Submit Invoice | Sealed bid opened publicly in response to city provided specs. |

The staggering of purchases or dividing purchase to intentionally evade this policy is strictly prohibited.

Purchases under \$2,500. (1) Department Head, or designee, approval. (2) At least two informal (verbal) price quotations obtained prior to purchase; and (3) for items regularly purchases or by multiple departments, departments are encouraged to explore cooperative purchasing or purchasing in bulk.

Purchases of at least \$2,500 and under \$25,000. (1) Finance Committee approval. (2) Three written quotes.

Purchases greater than \$25,000. (1) Finance Committee approval. (2) Department Head or designee responsible for conducting public bid or RFP process with at least three bids. (3) Public construction projects with an estimated cost greater than \$25,000 must be let by contract to the lowest responsible bidder as required by Wisconsin State Statutes 62.15(1). Also, per statute 62.15 the City Council may by three-fourths vote provide an ordinance that any class of public construction project may be done directly by the city without submitting the project for bids.

2.3 Exceptions. The only exceptions to this Policy are:

1. Sole-source purchases (i.e., when only one known supplier is available): includes diagnostic vehicle repairs and warranty work that needs to be done by service providers equipped and trained for repairs on the make and model of equipment being repaired.
2. Emergency purchases and repairs covered by insurance proceeds.
3. Items purchased by State contract.
4. Purchases paid with grant funds which require specific purchasing procedures.
5. Professional services where the Mayor has waived bidding requirements.
6. Other justifications as identified by a Department Head and approved by the Mayor.
7. For purchases below \$1,000, the bidding/proposal process is waived although the purchaser is expected to compare prices for routine purchases and supplies. The intent is to look for quality and price over convenience, wherever practical.

2.4 Competitive Bidding Process. To assist Department Heads in the bidding process, templates are available from the Clerk/Treasurer for soliciting bids. Templates are also available for RFIs, RFPs and RFQs:

- *Request for Bid (RFB):* Commonly used when deliverables are commodities for which there are clear specifications and when price will be the primary determining factor.
- *Request for Information (RFI):* Commonly used to develop lists of qualified sellers and gain more input for resource availability.
- *Request for Proposal (RFP):* Commonly used when deliverables are not well-defined or when other selection criteria will be used in addition to price.
- *Request for Quotation (RFQ):* Commonly used when deliverables are commodities for which there are clear specifications and when price will be the primary determining factor. Unlike an RFB, this solicited price quote is used for comparison purposes and is not a formal bid for work.

2.5.1 Tie Bids. If two or more bids are in the same amount or unit price, quality, service and other factors deemed relevant being equal, the contract shall be awarded to a bidder whose principal place of business is located within the City limits, if any. If there is not a City of Waterloo bidder, the Department Head should award the contract to one of the tie bidders by cutting a deck of playing cards, with the highest card being awarded the bid.

2.5.2 Rejection of Bids. Department Heads have the authority to reject bids or parts of bids, or all bids, where the public interest will be served. In all cases, the Department Head has the authority to re-advertise and re-bid any proposed purchase or to reject all bids and to negotiate a purchase directly with any supplier if this procedure is deemed most advantageous to the City.

2.5.3 Bidders in Default to the City. A Department Head should not accept the bid of any supplier who is in default or delinquent in the payment of taxes, licenses, forfeitures, or any other moneys whatsoever due the City.

2.5.4 Selecting Bid. In addition to price, Department Heads may consider the following factors in selecting the acceptable bid:

1. The ability, capacity and skill of the bidder to perform the contract or provide the service required.
2. Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference.
3. The character, integrity, reputation, judgment, experience and efficiency of the bidder.
4. The quality of performance of previous contracts or services by the bidder.
5. The previous and existing compliance by the bidder with laws and ordinance relating to the contract or service.
6. The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service.
7. The quality, availability and adaptability of the supplies or contractual services to the particular use required.
8. The ability of the bidder to provide future maintenance and service for the use of the subject of the contract.
9. The number and scope of conditions attached to the bid.

SECTION III CENTRAL PURCHASING

3.1 Policy. Many of the items purchased by the City are commonly used by all or several departments. By consolidating the needs of all departments, the City can take advantage of price discounts for large quantity orders of these items. Annual orders are encouraged. Department Heads and all purchasers are strongly encouraged to work together to coordinate purchases of common items between departments.

SECTION IV PURCHASE RELATED CHARGES AND ALLOWANCES

4.1 Shipping and Freight. It is the policy of the City to avoid paying shipping charges whenever possible. If the City is to pay shipping charges, it may be billed at the time of invoicing. Purchasers, when obtaining price quotations, should inquire into applicable freight charges. Any charges to be paid by the City will be regarded as part of the price quotation when selecting the successful bidder and noted on the purchase requisition. Unless otherwise stated in the RFP/RFQ, all formal bids and proposals shall include freight and delivery charges, if any.

4.2 Sales Tax Exemption. The City is exempt from paying city, county and state sales tax. Purchasers have the responsibility to inform vendors of tax exempt status. Tax exempt forms are available

in the City Clerk/Treasurer's office. Invoices received by the City that include sales tax will be amended by reducing the amount of sales tax prior to payment.

- 4.3 Vendor Discounts. It is the policy of the City to take advantage of all available vendor discounts where possible.

SECTION V **COOPERATIVE PURCHASING**

- 5.1 Policy. Cooperative purchasing between the City and the State of Wisconsin or between the City and other local governments can result in significant savings on the purchase price of many items. The Clerk/Treasurer shall have the authority to analyze the desirability of cooperative purchasing arrangements and to make recommendations to the Mayor. The City Council encourages cooperative purchasing but maintains the right to reject any or all such agreements. It is the policy of the City to enter into cooperative purchasing agreements when:
1. Substantial savings will result.
 2. Quality, availability, or service will not be sacrificed.
 3. The City will be separately billed for its purchases.
 4. Ordered items will be delivered directly to the City (unless otherwise agreed to).

SECTION VI **CHARGE CARDS**

- 6.1 Department Use of Card. The following departments have employees that have been selected to receive credit charge cards in their name on behalf of the City: (1) Public Works Department; (2) Police Department; (3) Fire Department; (4) Parks Department and (5) Clerk/Treasurer's office.
- 6.2 Cardholder Responsibilities.
- Ensure that credit card is used in compliance with City Purchasing Policies.
 - Only authorized municipal employees may use a municipal credit card.
 - A municipal card may be used only for the purchase of goods and services for official business of the City of Waterloo.
 - The employee using the credit card must submit receipts and documentation detailing the goods and services purchased, cost, purchase date and the official business explanation thereof.
 - Above said receipts and documentation must be submitted to the Clerk/Treasurer's Office in a timely manner to reconcile against the monthly credit card statement.
 - The employee issued a card is responsible for its protection and custody and shall immediately notify the Clerk/Treasurer's office if the card is lost or stolen.
 - Card users must notify vendors and merchants that the card transaction should be exempt from state Sales Tax (IRS Tax Identification #39-6006400).
 - The card may not be used for cash advances, personal use or any other type of purchase not permitted under the City Purchasing Policy.
 - Employees must immediately surrender the card upon termination of employment. The City reserves the right to withhold final payroll checks and payouts of accrued leave time until the card is surrendered.
- 6.2.1 Examples of when the charge card MAY be used:
1. Lodging (*registering in advance and paying upon departure*).

2. Some transportation: Flights, car rentals, trains, inter-city buses (*see below for exceptions when card cannot be used in this category*).
3. Registration fees for conferences and seminars.
4. Costs associated with business-related training.
5. Online purchases for items such as government or business-related literature.
6. Meal costs (*including the standard 15% tip*).
 - a. Costs must follow the standards established in the City's Employee Handbook.
 - b. Group meetings where the City is paying (must receive prior approval of the Mayor whose approval means that it is appropriate for the City to pay the expense).
 - c. The City will allow tips up to 15% of the bill to be applied to the charge card. If a tip is made that is in excess of 15%, the overage should be left by the employee in cash and will not be recoverable from the City as a valid expense.
 - d. Employees do not need to obtain tax exemption for individual meals or groups up to three (3) people. Groups over three should try to obtain the tax exempt status. (See Tax Exemption section of this policy below.)

6.2.2 Examples of when the charge card MAY NOT be used:

1. Taxi fares, intra-city bus lines.
2. Tips, except when it is part of an approved meal cost.
3. Personal purchases of any kind.
4. Cash advances.

6.3 Employee Access to Credit Card. Department Heads are responsible for determining the individual(s) in their organization who will have a charge card. Employees may not make purchases without the prior knowledge of the Department Head. Approved employees will be required to sign an agreement that:

1. Acknowledges that they understand the purpose of the use of credit cards. Certifies that they have read and understand the City's Purchasing Policy,
2. Confirms that improper use of the card may result in disciplinary action up to and including termination of employment; and
3. Guarantees return of the card to the Department Head for reasons such as, but not limited to:
 - a. Change in duties,
 - b. Retirement,
 - c. Termination of employment,
 - d. Improper use, or
 - e. Any other sound reason determined by the Department Head or Mayor.

6.4 Tax Exemption. Purchases made on credit cards are still eligible for tax exemption. The City, as a government office, is exempt from paying tax on purchases. Those who will be issued cards will be given the tax exemption number. Certificates are available by contacting the Clerk/Treasurer's Office. The Purchaser is responsible to provide the vendor proof of the City's tax exempt status at the time the charge is incurred.

6.5 Automatic Payroll Deduction. If a meal (plus tip) purchase exceeds that which is allowed by the City's Travel Guidelines/Expense Reimbursement Policy, located in the Employee Handbook, or if an unauthorized charge occurs, or if a good faith attempt to receive a tax exemption is not made, the employee must immediately reimburse the difference between what is allowed and the dollar amount being charged to the Finance Department. If the employee does not submit

the difference to the Clerk/Treasurer's Office, that lack of action acts as the employee's permission for an automatic payroll deduction for the unauthorized charges or the amount in excess of what is allowed to be taken from the employees next payroll check.

6.6 Documentation. It will be necessary for the following rules to be followed:

1. Employees who use a City charge card shall, as soon as possible after making a purchase, submit supporting documentation to the Department Head. Supporting documentation may include:
 - a. The vendor's detailed sales receipt,
 - b. Itineraries,
 - c. Rental agreements,
 - d. Completed registration flyers,
 - e. Renewal notification letters,
 - f. Order confirmations.
2. Documentation must include the name of the vendor providing the goods or services, the date (and time for meal reimbursements), the employee(s) involved, the goods and services received, the amount, and the business purpose.
3. All sales documentation needs to be clearly marked as a charge card purchase with the department/card number indicated and the name of the employee who made the purchase.
4. Department Heads will approve the purchase that was made by placing an account code and signing the submitted documentation as they would with any other request for payment. Include the purchase order number on the invoice (if applicable).
5. The charge card statement will be mailed directly to the Clerk/Treasurer's office. All sales slips should be in the Accounts Payable Department by the time the statement gets here. Accounts Payable will match up the slips to the statement. Statements will only be distributed when information is missing.
6. Upon leaving employment, or when an employee no longer needs to have the charge card, the Department Head will be responsible for retrieving it. The Clerk/Treasurer or his/her designee will maintain a list of employees to whom cards have been issued. Department Heads therefore must inform the Clerk/Treasurer's office when it is necessary to either reassign a card or to remove the employee's name from the list of those who are holding a City charge card.

6.7. Loss of Privilege. If an employee exhibits non-compliance with these procedures, discipline for non-compliance may occur, up to an including the loss of privilege to use the charge card or termination. A Department Head has the right to establish additional restrictions on City charge card use within his/her respective department

SECTION VII

FLEET FUEL CHARGE CARDS

7.1. Department Use of Fleet Fuel Charge Cards. All fuel for City owned vehicles and equipment will be purchased using a fleet Fuel card. The following departments have been issued a fleet card for City owned vehicle or equipment: (1) Fire Department; (2) Police Department; (3) Public Works Department.

7.2 Department Head Responsibilities. The respective Department Head will be responsible for reporting and managing authorized users for their department to the Clerk/Treasurer.

- 7.3. Employee's Use of Fleet Charge Card. The Department Heads are responsible for determining the individual(s) in their organization who will have a fleet charge card. All purchases can and will be tracked by the department, vehicle and user.

The Department Head has the right to establish additional restrictions on City fleet charge card use within his/her respective department.

Fleet Charge Card using employees will be required to sign an agreement that:

1. Acknowledges that they understand the purpose of the program.
 2. Certifies that they have read and understand this Fleet Charge Card Policy Section of the City's Purchasing Policy.
 3. Confirms that improper use of the card may result in disciplinary action up to and including termination of employment; and
 4. Guarantees return of the card to the Clerk/Treasurer for reasons such as, but not limited to:
 - a. Change in duties,
 - b. Retirement,
 - c. Termination of employment,
 - d. Improper use, or
 - e. Any other sound reason determined by the Department Head or Mayor.
- 7.4 Automatic Payroll Deduction. If an unauthorized charge occurs, the employee must immediately reimburse the dollar amount being charged to the Clerk/Treasurer's office. If the employee does not submit payment, that lack of action acts as the employee's permission for an automatic payroll deduction for the unauthorized charges or the amount in excess of what is allowed to be taken from the employees next payroll check.
- 7.5 Documentation - It will be necessary for the following rules to be followed:
1. Employees who use a City fleet charge card shall, as soon as possible after making a purchase, submit supporting documentation to the Department Head. Supporting documentation may include:
 - a. The vendor's detailed sales receipt.
 - b. Documentation must include the name of the vendor providing the goods, the employee(s) involved, vehicle or equipment the fuel is for, the amount, and the date.
 2. Sales documentation needs to be clearly marked as a charge card purchase with the department/card number indicated and the name of the employee who made the purchase.
 3. Department Heads or designee will promptly place the approved charges in the Accounts Payable basket in the Clerk/Treasurer's office.
 4. Upon leaving employment or there is no longer a need for an individual to have a fleet charge card, the Department Head will be responsible for retrieving the card. The Clerk/Treasurer or designee will maintain a list of employees to whom cards have been issued. Department Heads therefore must inform the Clerk/Treasurer's office when it is necessary to either reassign a card or to remove the employee's name from the list of those who are holding a fleet charge card.

- 7.6 Loss of Privilege. If an employee exhibits non-compliance with these procedures, discipline for non-compliance may occur, up to and including the loss of privilege to use the charge card or

termination. A Department Head has the right to establish additional restrictions on City charge card use within his/her respective department.

SECTION VIII

SALE OF SURPLUS PROPERTY

- 8.1. **Tangible Property.** City property is declared “surplus” when it is no longer necessary, practical or economical to be retained by the City. Department Heads are responsible for identifying surplus furniture, equipment, supplies, etc., in their departments. The Mayor or designee is responsible for the sale or disposal of all surplus property. The Mayor or designee shall determine the best method for sale or disposal of the surplus property. Such methods shall include internet postings on well-known sites such as eBay or Craigslist, public bid, public auction or private sale.
- 8.2. **Police Unclaimed Property.** In accordance with Wisconsin State Law, the Waterloo Police Department sells at public auction all lost, abandoned, unclaimed, forfeited or stolen property remaining in the possession of the Police Department for a period of six months without a lawful claimant, except that unclaimed bicycles may be auctioned after a three-month waiting period. The Police use the services of a public internet auction site.
- 8.3. **Real Estate.** Whenever City owned property is proposed for sale, there should be an internal review conducted by the Mayor and Department Head to determine whether the City may need the parcel in the future and for what purpose. The Mayor will then prepare a report for Plan Commission for review. The Plan Commission will consider the land sale request, along with the Mayor’s Report on the property, and then prepare a recommendation based on zoning or land use of the property. The Plan Commission recommendation will then be submitted to the Finance Committee who shall consider whether an appraisal is necessary, how the property may be disposed of, and then forwards a recommendation on to the City Council for final action. The Mayor is responsible for carrying out the Council’s actions for disposition of the property. Property may be disposed of by public auction, sealed bids, or by a mutual sales agreement.

SECTION IX

PURCHASING PARAMETERS

- 9.1. **Unbudgeted or Under-Budgeted Purchases.** The Common Council, by way of a recommendation from the City’s Finance/Personnel Committee, must approve all non-budgeted purchases prior to purchasing. The Department Head must still comply with competitive bidding requirements and forward a completed purchase order with copies of bids or quotes received to the City Clerk/Treasurer.
- 9.2. **Purchase Orders.**
 1. A Purchase Order may be issued by a Department Head for internal departmental tracking.
 2. The Clerk/Treasurer’s Office will review the invoices awaiting payment for accuracy, discounts available, erroneous sales tax charges and may make changes if errors are found.
 3. All financial obligations, after administrative review, shall be submitted to the Council for approval at the regular meetings of the Council. The Mayor is authorized to deviate from this point when it is in the best interests of the City to take advantage of discounts offered by suppliers or contractors, which if not pursued, would result in additional costs to the

municipality. Said payments shall be listed for Council approval also, but the checks may be released early if the in the best interest of the City.

SECTION X
PROCEDURES FOR CONTRACTED SERVICES AND OTHER CONTRACTED PURCHASES

- 10.1 Contracts Defined. For purposes of this policy, “contracts” are defined as any document:
1. Requiring signature of statutory officers of the City.
 2. Expressly waiving liability of the vendor.
 3. Expressing a scope of service to be performed by the vendor.
 4. Placing conditions (other than payment) upon the City.
 5. Contracts also include lease agreements and memorandum of understandings (MOU’s).
- 10.2 Competitive Bidding. Department Heads must follow all competitive bidding requirements for procuring contracted services or purchases. However, a purchase order is not needed in these instances.
- 10.3 Signatories. The signatories for the City are the City Clerk/Treasurer, Deputy Clerk/Treasurer and Mayor, each of whom are authorized to execute the contracts without additional Council action; two of the three persons must sign each contract. Department Heads do not have legal standing to enter into contracts on behalf of the City unless expressly authorized to do so by the City Council.

The Mayor shall have authority to sign contracts to purchase vehicles or equipment without an additional signatory provided they are included in the annual budget and meet the guidelines of the purchasing policy.

- 10.4 Contract Review. All contracts must be reviewed by the City Attorney as to form prior to the execution of the contract. Department Heads should submit contracts to the City Attorney as soon as possible for timely review – ideally at least one business week prior to the execution date. All questions about whether a document is a contract should be directed to the City Attorney prior to execution of the document.

SECTION XI
EMERGENCY PURCHASES

- 11.1 Policy. Emergency purchasing procedures should only be used when normal purchasing channels are not feasible. Emergency purchases may be made:
1. When there is a need for immediate delivery of items.
 2. To prevent delays in work or construction schedules.
 3. When there is an immediate threat to employees, public health or safety, or
 4. To meet emergencies rising from unforeseen causes.
 5. When there is an emergency declaration.
- 11.2 Emergency Purchases over \$1,000. For emergency purchases over \$1,000, the Department Head shall take the following steps:
1. Notify the Mayor of the emergency and receive a waiver of the provisions of the purchasing policy.

2. Complete a purchase requisition after the fact and document emergency status in the “Notes” section.

SECTION XII
GRANTS AS A REVENUE SOURCE

- 12.1 **Policy.** Prior approval from the Finance/Personnel Committee is required when the grant requires a City matching contribution. Approval must be granted prior to the submission of the grant application. City matching contributions are defined to include any monetary contribution, change in service or staffing.

SECTION XIII
DONATION POLICY

- 13.1 **Policy.** The purpose of this policy is to establish a formal process for acceptance and documentation of donations made to the City and to ensure compliance with applicable laws and accounting procedures. This policy supersedes other departmental policies regarding these issues. This policy provides guidance when individuals, community groups, and businesses wish to make donations to the City. This policy also establishes the standards for City employees and City officials regarding the acceptance of gifts and fundraising activities during the performance of City business.
- 13.2 **Types of Donations.** Donations may be offered in the form of cash, real or personal property. Designated donations are those donations that the donor specifies for a City department, location, or purpose. Undesignated donations are those donations that are given to the City for an unspecified use. Designated donations may only be accepted when they have a purpose consistent with the City’s goals and objectives and are in the best interest of the City of Waterloo.
- 13.3 **Acceptance of Donations.** Based on the value of the donation offered as outlined below, appropriate City staff shall review every donation and determine if the benefits to be derived warrant acceptance of the donation. The following points list the threshold amounts for donation acceptance.
 1. Offers of donations of cash or items valued at \$5,000 or below shall be considered for acceptance by the Department Head.
 2. Offers of donations of cash or items valued more than \$5,000 and up to \$50,000 shall be considered for acceptance by the Mayor. All donations over \$10,000 shall be reported to the City Council as informational.
 3. Offers of donations of cash or items valued more than \$50,000 shall be considered for acceptance by the City Council. Donations valued at more than \$50,000 require acceptance through a written agreement consistent with these guidelines and approved by the City Council.
- 13.4 **Acceptance of Designated Donations.** Prior to acceptance of designated donations, appropriate City staff will review the conditions of any designated donation and determine if the benefits to be derived warrant acceptance of the donation. Criteria for the evaluation include but are not limited to:
 1. Consideration of an immediate or initial expenditure required to accept the donation.

2. The potential and extent of the City's obligation to maintain, match, or supplement the donation; and
3. The need for the property, including where and what type of property it is.

13.5 Fundraising. Solicitation of voluntary contributions shall not violate the Code of Ethics for local officials under Wisconsin Statutes and City of Waterloo Code of Ordinances. In addition, no solicitation shall state or imply that a donation will influence or affect how the party is treated by City officer and employees.

1. All fundraising and solicitation efforts shall be consistent with the missions, goals, and mandates of the City. Solicitation for business, commercial, or personal reasons by City employees not directly related to City operations is prohibited. All donated funds or property become public property upon acceptance and shall be used or expended for public purposes.
2. All significant fundraising and solicitation efforts, as reasonably defined by the Mayor, which support City programs and projects shall be authorized by the City Council after prior review and recommendation by the appropriate oversight Committee, Commission or Board. Council authorization may include continuing authorization or authorization for a one-time only project.

13.6 Accounting. Following donation acceptance, the Department shall obtain written approval of Clerk/Treasurer or delegate regarding procedures to account for the donation. Said approval shall include proper accounting protocols for fundraising revenues and expenditures to be coordinated through the office of the Clerk/Treasurer. No Department shall be allowed to maintain a checking or savings account for fundraising activities that is separate from the City accounting system. The Clerk/Treasurer shall also be responsible for ensuring donated property is properly insured upon acceptance of said property.

13.7 Status of Donated Property. All donated property given to the City of Waterloo becomes the property of the City to oversee, maintain, and manage and may be used in the complete discretion of the City, unless the parameters of the donation specifically require otherwise. The City will decide when changes shall be made to any facility or materials, with no guarantee of donated items being retained. If personal property becomes obsolete, the City will attempt, if possible, to find another use for the property. The City is not required to maintain the property beyond its useful life. The City does not guarantee future funding for repair, maintenance, use or replacement of donated items.

13.8 Library Donations. All donations to the library are governed by the Library Board and its adopted policies.



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

RESOLUTION #2012-41
Establishing And Funding A Blight Remediation Policy

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

WHEREAS, the Community Development Authority (CDA) is charged with fighting blight in our community; and,

WHEREAS, at its 9/15/2020 meeting the CDA made a recommendation as submitted to the City Council on this night for the purpose of establishing and funding blight remediation efforts.

THEREFORE, BE IT RESOLVED, the City of Waterloo Common Council hereby adopts the policy as recommended by the Community Development Authority presented on this night, and it further directs the Finance, Insurance & Personnel Committee to include this policy initiative as part of its 2021 budget recommendation.

PASSED AND ADOPTED this ____ day of _____ 2020.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Morton Hansen, Clerk/Treasurer

SPONSOR(S) – Community Development Authority

FISCAL EFFECT – prioritizes a General Fund expenditure for Non-compliance Officer services.



136 North Monroe Street
Waterloo, WI 53594
Phone (920) 478-3025
E-mail (cityhall@waterloowi.us)

TO: MAYOR QUIMBY, COMMUNITY DEVELOPMENT AUTHORITY AND CITY COUNCIL

FROM: CLERK/TREASURER

SUBJECT: MAYOR'S REQUESTED DRAFT OF BLIGHT POLICY

DATE: SEPTEMBER 10, 2020

Mayor's Requested Blight Policy Recommendation -- Draft

Following up on the Mayor's August 31st request for a draft blight policy for consideration, I am forwarding this memo along with the attached email replying to Alder Petts, dated September 4, 2020.

The email covers a lot of territory including what is already in the municipal code and state law, along with pertinent definitions.

Like the City of Waterloo, the Village of Marshall has the company SAFEbuilt under contract for building inspection services. Marshall Village Administrator Judy Weter indicated the Village also contracts with SAFEbuilt for non-compliance issues. My conversation with Administrator Weter is the basis for this straight-forward policy recommendation.

BLIGHT POLICY RECOMMENDATION - DRAFT

1. HIRE NON-COMPLIANCE OFFICER SERVICES. Beginning with the 2021 budget, levy taxes and budget expenditures in the amount of \$12,000 to bring SAFEbuilt under contract for blight and zoning non-compliance matters. Essentially this means purchasing \$12,000 of Non-Compliance Officer services.
 - a. Fund this new contract service activity in the General Fund.
 - b. Applying Marshall information, the anticipated hourly rate would be \$100/hour. The anticipated work time is 120 hours annually, an average of 10 hours per month.
2. COMMUNITY DEVELOPMENT AUTHORITY AS ENTITY TRACKING/MONITORING SERVICES PROVIDED. Have the City Council delegate the monthly review of the Non-Compliance Officer services to the Community Development Authority.



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

**NOTICE OF PUBLIC HEARING FOR CONDITIONAL USE PERMIT UNDER PROVISIONS
OF CHAPTER §385-10 B(2) AND §385-10 B(3) OF THE ZONING CODE OF THE
CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN**

Please take notice that the Plan Commission of the City of Waterloo, Jefferson County, Wisconsin, acting under provisions of Chapter §385-10 B (2) and §385-10 B (3) of the Zoning Code of the City of Waterloo, shall hold a public hearing on the matter of an application for a conditional use permit received from Newark Home Builders, the owner of the vacant parcels in the DeYoung Farm Subdivision under consideration.

The applicant is requesting a conditional use permit to allow the construction of multi-unit dwellings on each parcel described below. A conditional use permit is required for a dwelling unit number greater than one in this residential district.

The affected properties are described as follows:

- LOTS 1 THROUGH 6; DEYOUNG FARM SUBDIVISION
- LOTS 32 THROUGH 39; DEYOUNG FARM SUBDIVISION
- LOT 41 DEYOUNG FARM SUBDIVISION

Be further notified that the Plan Commission will hear all persons interested or their agents or attorneys concerning the conditional use permit application at a public hearing. The public hearing will be held at **7:00 p.m. on Wednesday, September 16, 2020 in the Council Chamber of the Municipal Building, 136 N. Monroe Street, Waterloo.**

Subsequent to the public hearing, the Plan Commission shall recommend approval, denial, or conditional approval of the conditional use permit to the Common Council. The City Council will act on the Plan Commission's recommendation at its regular scheduled meeting on Thursday, September 17, 2020.

M. J. Hansen

Morton J. Hansen
City Clerk/Treasurer

Pub: The Courier: September 3, 2020 & September 10, 2020

DEYOUNG FARM

LOCATED IN OUTLOT 169 AND 170 OF THE ASSESSOR'S PLAT OF THE VILLAGE OF WATERLOO, AND PART OF THE NORTHEAST QUARTER AND THE SOUTHWEST QUARTER OF SECTION 7, ALL OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 7, PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 7, AND PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 7, ALL IN TOWNSHIP 8 NORTH, RANGE 13 EAST, CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.

SCALE 1 ONE INCH = ONE HUNDRED FEET
 TOTAL PLAT AREA = 3,046,182 SQ. FT.
 (69.5514 ACRES)

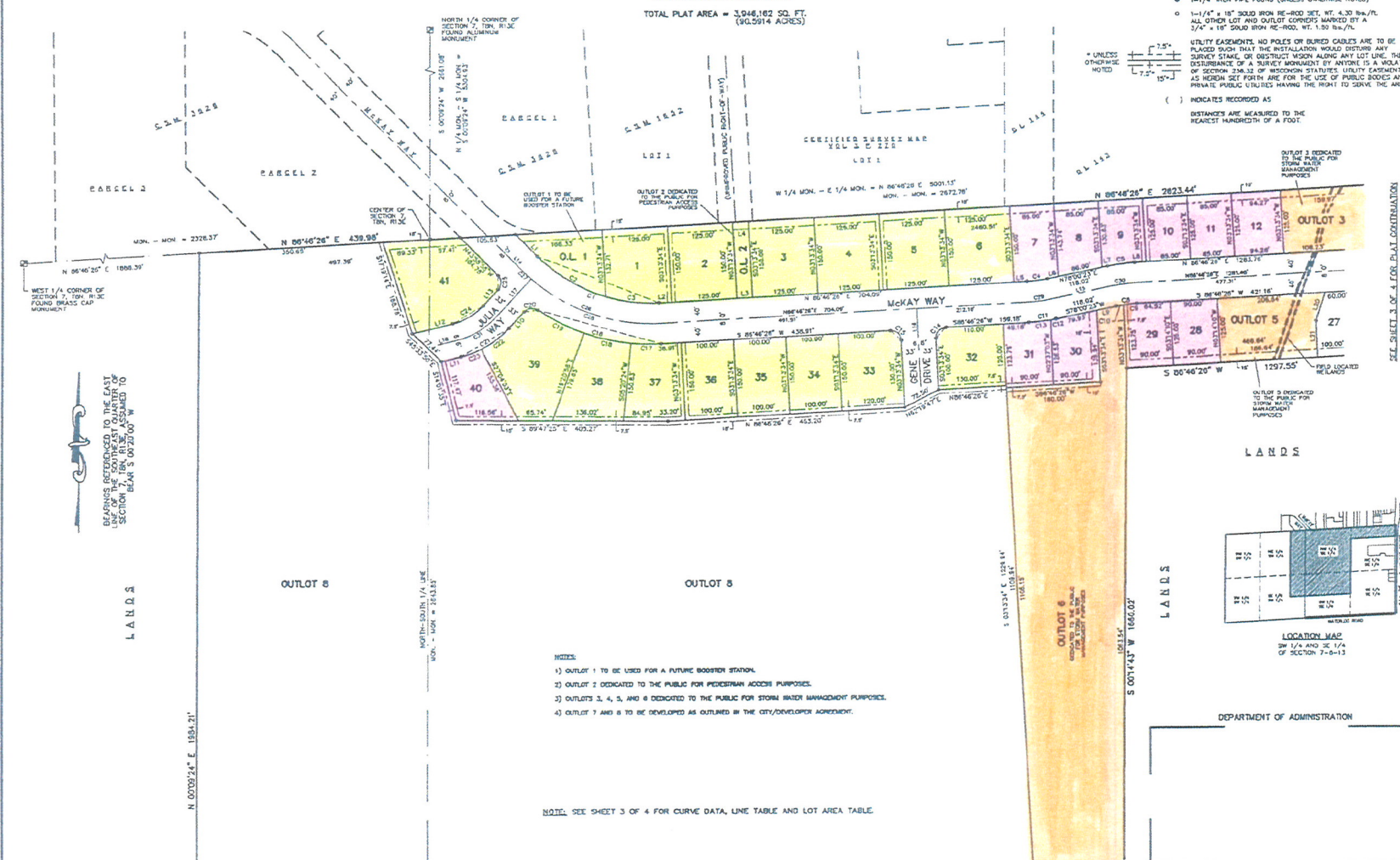
LEGEND

- 1-1/4" IRON PIPE FOUND (UNLESS OTHERWISE NOTED)
- 1-1/4" x 18" SOLID IRON RE-ROD SET, WT. 4.30 lbs./ft.
- 3/4" x 18" SOLID IRON RE-ROD, WT. 1.90 lbs./ft.

UNLESS OTHERWISE NOTED

UTILITY EASEMENTS, NO POLES OR BURIED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD OBSTRUCT ANY SURVEY STAKE OR OBSTRUCT MASON ALONG ANY LOT LINE. THE DISTURBANCE OF A SURVEY MONUMENT BY ANYONE IS A VIOLATION OF SECTION 236.13 OF WISCONSIN STATUTES. UTILITY EASEMENTS AS HEREIN SET FORTH ARE FOR THE USE OF PUBLIC ROADS AND PRIVATE PUBLIC UTILITIES HAVING THE RIGHT TO SERVE THE AREA.

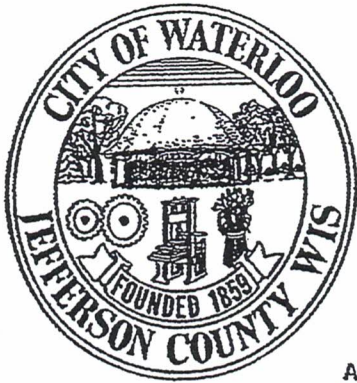
() INDICATES RECORDS AS DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.



R-1 SINGLE FAMILY

R-2 SINGLE FAMILY

CON CONSERVANCY



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: _____ Fee Paid: _____

Location of Property: 635 McKAY WAY

Applicant: PETRY TRUST NO. 1989

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Owner of Property: SAME AS APPLICANT

Address: '' Telephone: ''

Contractor: NEWARK HOMEBUILDERS LLC

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Architect or Professional Engineer: N/A

Address: _____ Telephone: _____

Legal Description of Property: LOT 2 DEYOUNG FARM

Land Parcel Size: 125x150 Present Use: VACANT LOT Zoning District: R-2

Type of Existing Structure (if any): NONE

Proposed Use of the Structure or Site: 4-FAMILY DWELLING Number of Employees: N/A

TERMS OF MUNICIPAL CODE

385-10 R-2 ZONING DISTRICT
PERMITS TWO-FAMILY OR
MULTI-FAMILY DWELLINGS

CONDITIONAL USE REQUESTED

MULTI-FAMILY DWELLING

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)
R-2 ZONING DISTRICTS PERMITS TWO-FAMILY OR MULTI-FAMILY
DWELLING VIA A CONDITIONAL USE PERMIT.

ATTACH THE FOLLOWING:

Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 9/9/2020

Mike Haegle

Signature of Applicant

**CITY OF WATERLOO
PLAN COMMISSION APPLICATION
ARCHITECTURAL DESIGN REVIEW**

Date 9/9/2020

The following information must be submitted one week prior to any Plan Commission meeting for staff review and agenda placement. The Plan Commission meets the 4th Tuesday of each month at 7:00 PM in the Council Chambers of City Hall, 136 North Monroe Street, Waterloo, WI 53594. In addition to this form, required fee, and three (3) sets of plans, the attached Checklist is required to be submitted two weeks in advance.

Project Address 635 MCKAY WAY

Applicant Name PETRY TRUST NO. 1989 Phone 608-289-7874

Address P.O. BOX 80 BELLEVILLE WI 53508

Owner Name SAME AS APPLICANT Phone "

Address "

Describe Project 4-FAMILY DWELLING

Zoning R2 Conforming Use MULTI-FAMILY DWELLING

Date Received _____ Hearing Date _____

Fee _____ Received By _____

Mike Hagele
APPLICANT SIGNATURE

PLAN REQUIREMENTS LIST FOR ALL REVIEWS AND COMMENTS:

Three (3) sets of plans, with all information as listed on the Checklist

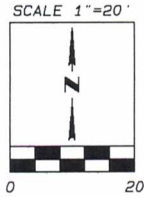
If applicable:

- Sign
- Timetable
- Pictures

LOT LAYOUT PLAN

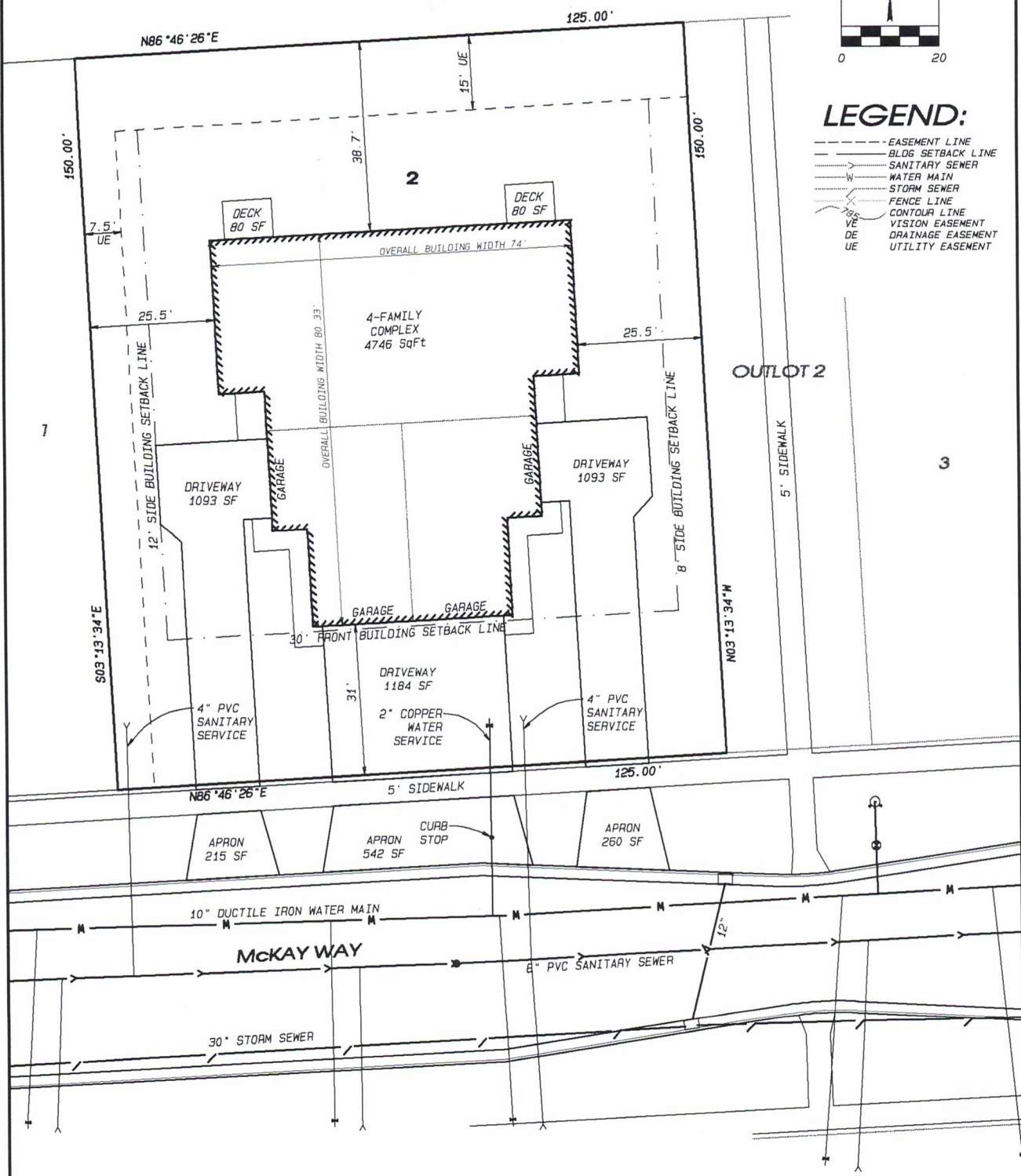
LOT 2 OF DEYOUNG FARM, LOCATED IN OUTLOT 169 AND 170 OF THE ASSESSOR'S PLAT OF THE VILLAGE OF WATERLOO, AND PART OF THE NE 1/4 AND THE SE 1/4 OF THE SW 1/4 OF SECTION 7, ALL OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 7, AND PART OF THE NE 1/4 OF THE SE 1/4 OF SECTION 7, ALL IN T.8N., R.13E OF THE 4TH PM., CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.

Member
 To Obtain Location of
 Participants Underground
 Facilities Before You
 Dig in Wisconsin
**CALL DIGGERS
 HOTLINE**
 1-800-242-8511
 Wis Statute 182.0175 (1974)
 Requires Min. 3 Work Days
 Notice Before You Excavate



LEGEND:

- EASEMENT LINE
- BLDG SETBACK LINE
- SANITARY SEWER
- WATER MAIN
- STORM SEWER
- FENCE LINE
- CONTOUR LINE
- VE VISION EASEMENT
- DE DRAINAGE EASEMENT
- UE UTILITY EASEMENT



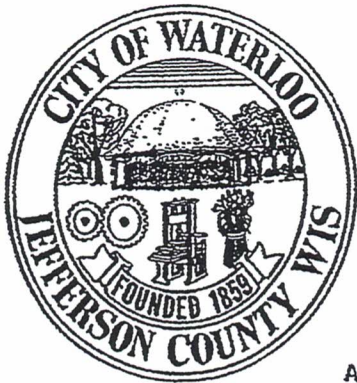
NOTES:
 THE BEARINGS AND DISTANCES SHOWN ARE TAKEN FROM PLAT DATA. A PLAT OF SURVEY WAS NOT PERFORMED.
 STREET, CURB, WALK, AND UTILITY LOCATIONS, AND THEIR GRADES SHOWN ARE TAKEN FROM STREET CONSTRUCTION PLANS. CONTRACTOR MUST FIELD VERIFY LOCATIONS.

Combs & Associates

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St.
 Janesville, WI 53548
 www.combsurvey.com

tel: 608 752-0575
 fax: 608 752-0534



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: _____ Fee Paid: _____

Location of Property: 615 McKAY WAY

Applicant: PETRY TRUST NO. 1989

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Owner of Property: SAME AS APPLICANT

Address: 11 Telephone: 11

Contractor: NEWARK HOMEBUILDERS LLC

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Architect or Professional Engineer: N/A

Address: _____ Telephone: _____

Legal Description of Property: LOT 3 DEYOUNG FARM

Land Parcel Size: 125x150 Present Use: VACANT LOT Zoning District: R-2

Type of Existing Structure (if any): NONE

Proposed Use of the Structure or Site: 4-FAMILY DWELLING Number of Employees: N/A

TERMS OF MUNICIPAL CODE

385-10 R-2 ZONING DISTRICT
PERMITS TWO-FAMILY OR
MULTI-FAMILY DWELLINGS

CONDITIONAL USE REQUESTED

MULTI-FAMILY DWELLING

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)
R-2 ZONING DISTRICTS PERMITS TWO-FAMILY OR MULTI-FAMILY
DWELLING VIA A CONDITIONAL USE PERMIT.

ATTACH THE FOLLOWING:

Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 9/9/2020

Mike Haegle

Signature of Applicant

**CITY OF WATERLOO
PLAN COMMISSION APPLICATION
ARCHITECTURAL DESIGN REVIEW**

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Project Address 615 MCKAY WAY

Applicant Name PETRY TRUST NO. 1989 Phone 608-289-7874

Address P.O. BOX 80 BELLEVILLE WI 53508

Owner Name SAME AS APPLICANT Phone "

Address "

Describe Project 4-FAMILY DWELLING

Zoning R-2 Conforming Use MULTI-FAMILY DWELLING

Date Received _____ Hearing Date _____

Fee _____ Received By _____

Mike Haegle
APPLICANT SIGNATURE

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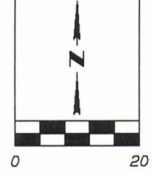
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- Pictures

LOT LAYOUT PLAN

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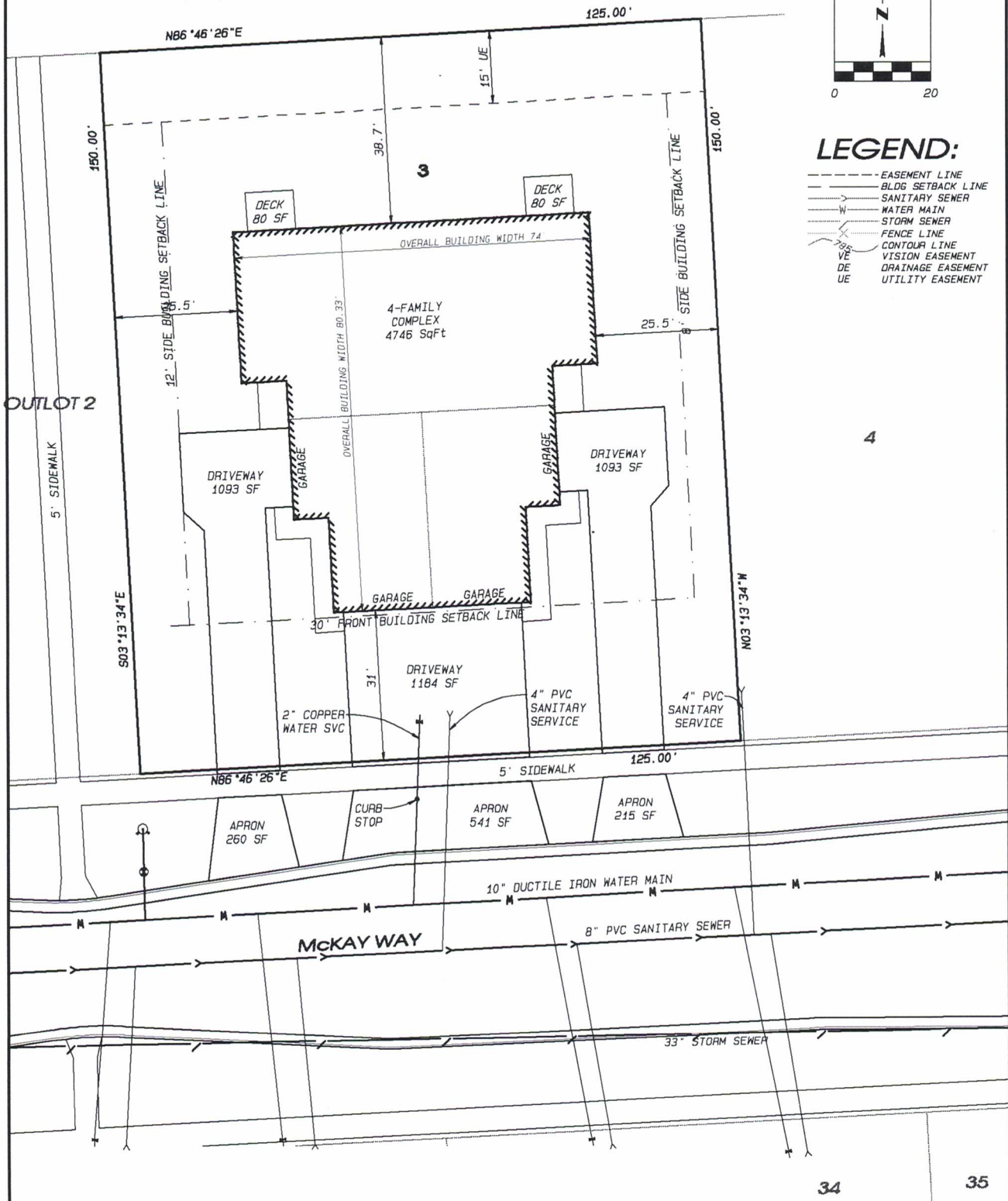

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 Requires Min. 3 Work Days Notice Before You Excavate

SCALE 1"=20'




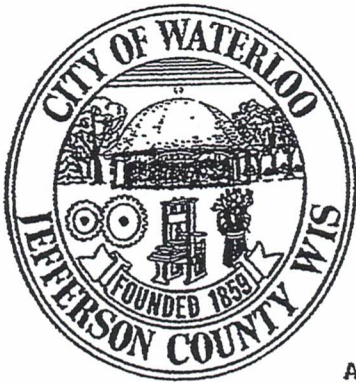
LEGEND:

- EASEMENT LINE
- - - BLDG SETBACK LINE
- - - SANITARY SEWER
- - - WATER MAIN
- - - STORM SEWER
- - - FENCE LINE
- - - CONTOUR LINE
- - - VISION EASEMENT
- - - DRAINAGE EASEMENT
- - - UTILITY EASEMENT



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APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: _____ Fee Paid: _____

Location of Property: 605 MCKAY WAY

Applicant: PETRY TRUST NO. 1989

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Owner of Property: SAME AS APPLICANT

Address: 11 Telephone: 11

Contractor: NEWARK HOMEBUILDERS LLC

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Architect or Professional Engineer: N/A

Address: _____ Telephone: _____

Legal Description of Property: LOT 4 DEYOUNG FARM

Land Parcel Size: 125X150 Present Use: VACANT LOT Zoning District: R-2

Type of Existing Structure (if any): NONE

Proposed Use of the Structure or Site: 4-FAMILY DWELLING Number of Employees: N/A

TERMS OF MUNICIPAL CODE

385-10 R-2 ZONING DISTRICT
PERMITS TWO-FAMILY OR
MULTI-FAMILY DWELLINGS

CONDITIONAL USE REQUESTED

MULTI-FAMILY DWELLING

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)
R-2 ZONING DISTRICTS PERMITS TWO-FAMILY OR MULTI-FAMILY
DWELLING VIA A CONDITIONAL USE PERMIT.

ATTACH THE FOLLOWING:

Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 9/9/2020

Mike Haegle
Signature of Applicant

**CITY OF WATERLOO
PLAN COMMISSION APPLICATION
ARCHITECTURAL DESIGN REVIEW**

Date 9/9/2020

The following information must be submitted one week prior to any Plan Commission meeting for staff review and agenda placement. The Plan Commission meets the 4th Tuesday of each month at 7:00 PM in the Council Chambers of City Hall, 136 North Monroe Street, Waterloo, WI 53594. In addition to this form, required fee, and three (3) sets of plans, the attached Checklist is required to be submitted two weeks in advance.

Project Address 605 MCKAY WAY
Applicant Name PETRY TRUST NO. 1989 Phone 608-289-7874
Address P.O. BOX 80 BELLEVILLE WI 53508
Owner Name SAME AS APPLICANT Phone "
Address "
Describe Project 4-FAMILY DWELLING

Zoning R-2 Conforming Use MULTI-FAMILY DWELLING
Date Received _____ Hearing Date _____
Fee _____ Received By _____

Mike Hoegle
APPLICANT SIGNATURE

PLAN REQUIREMENTS LIST FOR ALL REVIEWS AND COMMENTS:

Three (3) sets of plans, with all information as listed on the Checklist

If applicable:

- Sign
- Timetable
- Pictures

LOT LAYOUT PLAN

LOT 4 OF DEYOUNG FARM, LOCATED IN OUTLOT 169 AND 170 OF THE ASSESSOR'S PLAT OF THE VILLAGE OF WATERLOO, AND PART OF THE NE 1/4 AND THE SE 1/4 OF THE SW 1/4 OF SECTION 7, ALL OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 7, AND PART OF THE NE 1/4 OF THE SE 1/4 OF SECTION 7, ALL IN T.8N., R.13E OF THE 4TH PM., CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.

Member
Excav System International

To Obtain Location of
Participants Underground
Facilities Before You
Dig in Wisconsin

CALL DIGGERS
HOTLINE
1-800-242-8511

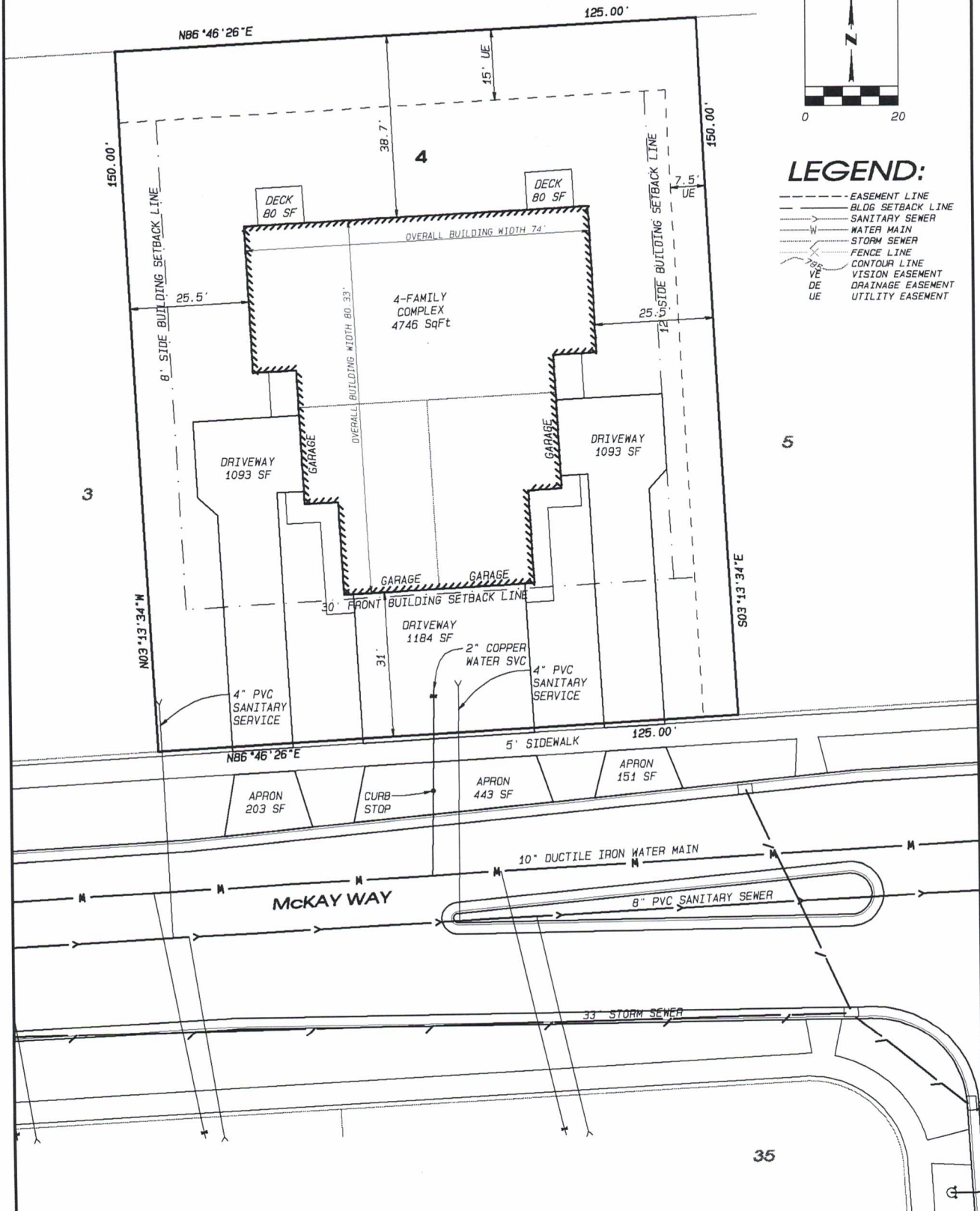
Wis Statute 182.0175 (1974)
Requires Min. 3 Work Days
Notice Before You Excavate

SCALE 1"=20'



LEGEND:

- EASEMENT LINE
- BLDG SETBACK LINE
- SANITARY SEWER
- WATER MAIN
- STORM SEWER
- FENCE LINE
- CONTOUR LINE
- VISION EASEMENT
- DE DRAINAGE EASEMENT
- UE UTILITY EASEMENT



NOTES:

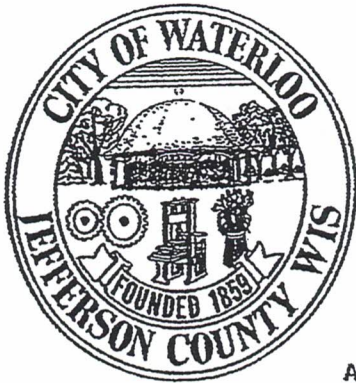
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STREET, CURB, WALK, AND UTILITY LOCATIONS, AND THEIR GRADES SHOWN ARE TAKEN FROM STREET CONSTRUCTION PLANS. CONTRACTOR MUST FIELD VERIFY LOCATIONS.

Combs & Associates

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St.
Janesville, WI 53548
www.combssurvey.com

tel: 608 752-0575
fax: 608 752-0534



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: _____ Fee Paid: _____

Location of Property: 555 MCKAY WAY

Applicant: PETRY TRUST NO. 1989

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Owner of Property: SAME AS APPLICANT

Address: 11 Telephone: 11

Contractor: NEWARK HOMEBUILDERS LLC

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Architect or Professional Engineer: N/A

Address: _____ Telephone: _____

Legal Description of Property: LOT 5 DEYOUNG FARM

Land Parcel Size: 125X150 Present Use: VACANT LOT Zoning District: R-2

Type of Existing Structure (if any): NONE

Proposed Use of the Structure or Site: 4-FAMILY DWELLING Number of Employees: N/A

TERMS OF MUNICIPAL CODE

385-10 R-2 ZONING DISTRICT
PERMITS TWO-FAMILY OR
MULTI-FAMILY DWELLINGS

CONDITIONAL USE REQUESTED

MULTI-FAMILY DWELLING

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)
R-2 ZONING DISTRICTS PERMITS TWO-FAMILY OR MULTI-FAMILY
DWELLING VIA A CONDITIONAL USE PERMIT.

ATTACH THE FOLLOWING:

Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 9/9/2020

Mike Haegle

Signature of Applicant

**CITY OF WATERLOO
PLAN COMMISSION APPLICATION
ARCHITECTURAL DESIGN REVIEW**

Date 9/9/2020

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Project Address 555 MCKAY WAY

Applicant Name PETRY TRUST NO. 1989 Phone 608-289-7874

Address P.O. BOX 80 BELLEVILLE WI 53508

Owner Name SAME AS APPLICANT Phone "

Address "

Describe Project 4-FAMILY DWELLING

Zoning R-2 Conforming Use MULTI-FAMILY DWELLING

Date Received _____ Hearing Date _____

Fee _____ Received By _____

Mike Hoegeler
APPLICANT SIGNATURE

- PLAN REQUIREMENTS LIST FOR ALL REVIEWS AND COMMENTS:
- Three (3) sets of plans, with all information as listed on the Checklist
- If applicable:
- Sign
 - Timetable
 - Pictures

LOT LAYOUT PLAN

LOT 5 OF DEYOUNG FARM, LOCATED IN OUTLOT 169 AND 170 OF THE ASSESSOR'S PLAT OF THE VILLAGE OF WATERLOO, AND PART OF THE NE 1/4 AND THE SE 1/4 OF THE SW 1/4 OF SECTION 7, ALL OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 7, AND PART OF THE NE 1/4 OF THE SE 1/4 OF SECTION 7, ALL IN T.8N., R.13E OF THE 4TH PM., CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.

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Open System International

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Participants Underground
Facilities Before You
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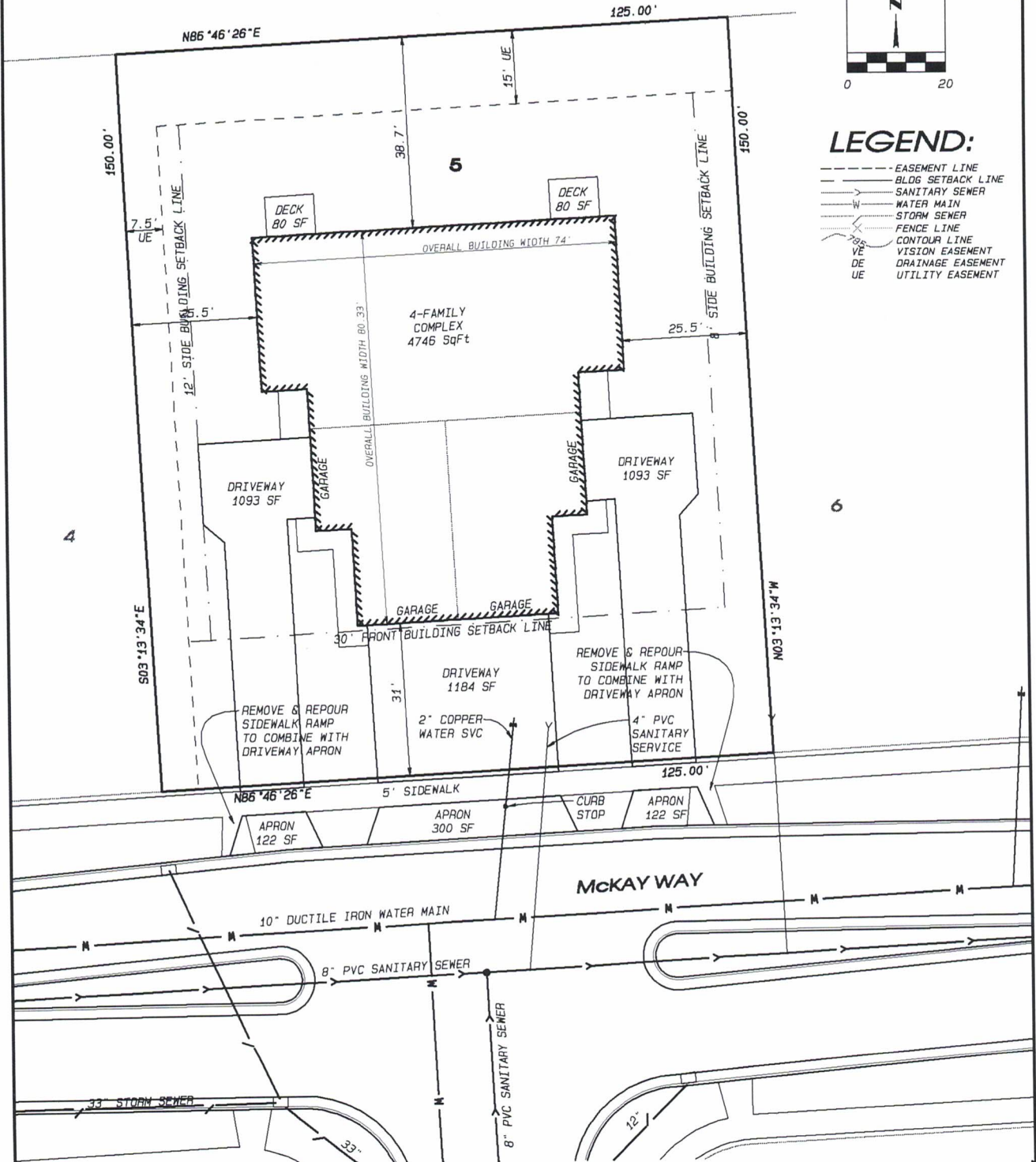
Wis Statute 182.0175 (1974)
Requires Min. 3 Work Days
Notice Before You Excavate

SCALE 1"=20'



LEGEND:

- EASEMENT LINE
- BLDG SETBACK LINE
- SANITARY SEWER
- W WATER MAIN
- STORM SEWER
- FENCE LINE
- CONTOUR LINE
- VE VISION EASEMENT
- DE DRAINAGE EASEMENT
- UE UTILITY EASEMENT



32

NOTES:

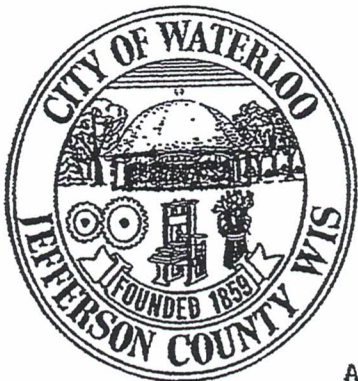
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Combs & Associates

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St.
Janesville, WI 53548
www.combsurvey.com

tel: 608 752-0575
fax: 608 752-0534



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: _____ Fee Paid: _____

Location of Property: 535 MCKAY WAY

Applicant: PETRY TRUST NO. 1989

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Owner of Property: SAME AS APPLICANT

Address: 11 Telephone: 11

Contractor: NEWARK HOMEBUILDERS LLC

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Architect or Professional Engineer: N/A

Address: _____ Telephone: _____

Legal Description of Property: LOT 6 DEYOUNG FARM

Land Parcel Size: 125x150 Present Use: VACANT LOT Zoning District: R-2

Type of Existing Structure (if any): NONE

Proposed Use of the Structure or Site: 4-FAMILY DWELLING Number of Employees: N/A

TERMS OF MUNICIPAL CODE

385-10 R-2 ZONING DISTRICT
PERMITS TWO-FAMILY OR
MULTI-FAMILY DWELLINGS

CONDITIONAL USE REQUESTED

MULTI-FAMILY DWELLING

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)

R-2 ZONING DISTRICTS PERMITS TWO-FAMILY OR MULTI-FAMILY
DWELLING VIA A CONDITIONAL USE PERMIT.

ATTACH THE FOLLOWING:

Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 9/9/2020

Mike Haegle

Signature of Applicant

**CITY OF WATERLOO
PLAN COMMISSION APPLICATION
ARCHITECTURAL DESIGN REVIEW**

Date 9/9/2020

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Project Address 535 MCKAY WAY

Applicant Name PETRY TRUST NO. 1989 Phone 608-289-7874

Address P.O. BOX 80 BELLEVILLE WI 53508

Owner Name SAME AS APPLICANT Phone "

Address "

Describe Project 4-FAMILY DWELLING

Zoning R-2 Conforming Use MULTI-FAMILY DWELLING

Date Received _____ Hearing Date _____

Fee _____ Received By _____



APPLICANT SIGNATURE

PLAN REQUIREMENTS LIST FOR ALL REVIEWS AND COMMENTS:

Three (3) sets of plans, with all information as listed on the Checklist

If applicable:

- Sign
- Timetable
- Pictures

LOT LAYOUT PLAN

LOT 6 OF DEYOUNG FARM, LOCATED IN OUTLOT 169 AND 170 OF THE ASSESSOR'S PLAT OF THE VILLAGE OF WATERLOO, AND PART OF THE NE 1/4 AND THE SE 1/4 OF THE SW 1/4 OF SECTION 7, ALL OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 7, AND PART OF THE NE 1/4 OF THE SE 1/4 OF SECTION 7, ALL IN T.8N., R.13E OF THE 4TH PM., CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.

Member of National Society of Professional Surveyors

To Obtain Location of Participants Underground Facilities Before You Dig in Wisconsin

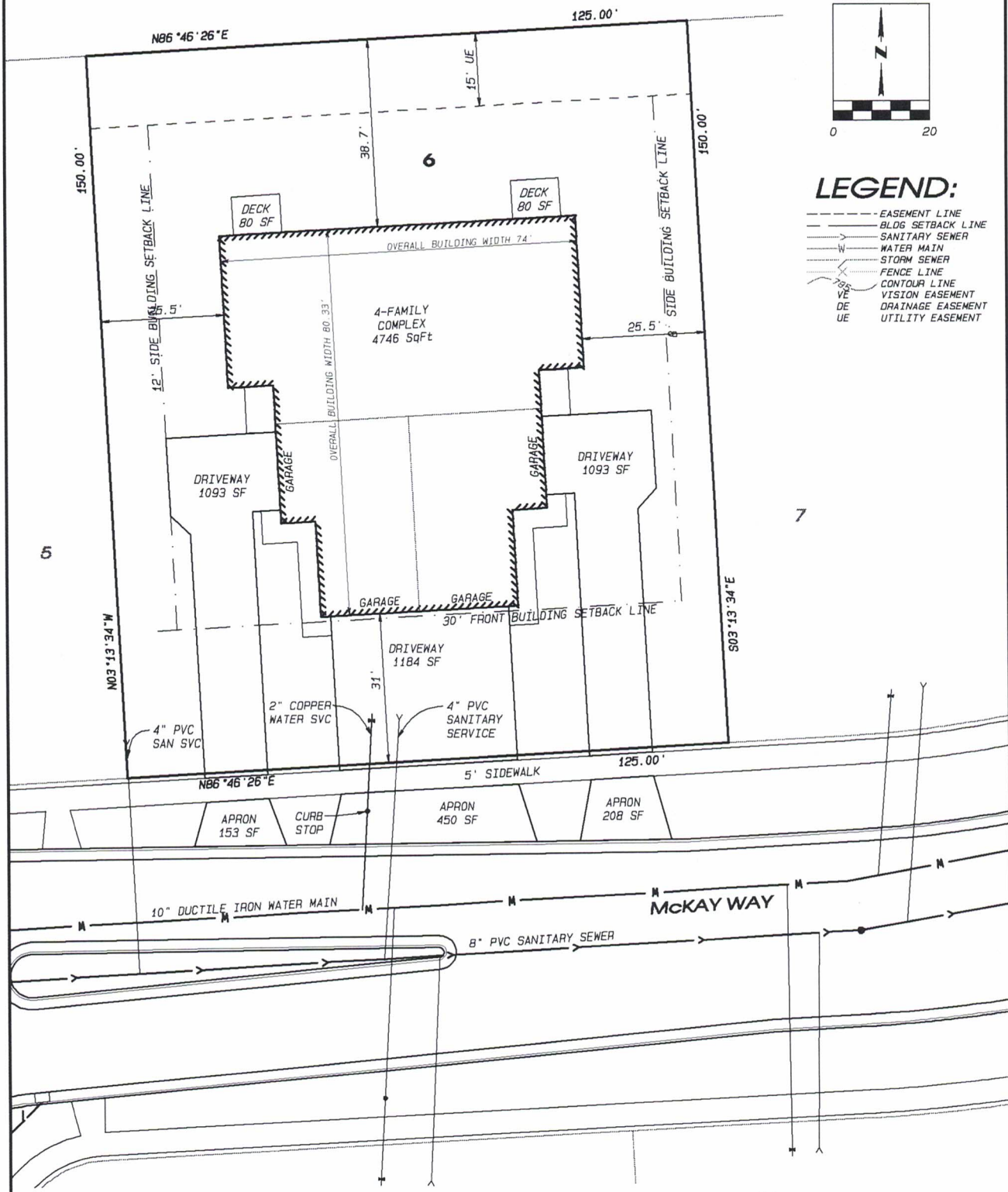
CALL DIGGERS HOTLINE
1-800-242-8511

Wis Statute 182.0175 (1974)
Requires Min. 3 Work Days
Notice Before You Excavate



LEGEND:

- EASEMENT LINE
- - - BLDG SETBACK LINE
- - - SANITARY SEWER
- - - WATER MAIN
- - - STORM SEWER
- - - FENCE LINE
- - - CONTOUR LINE
- - - VISION EASEMENT
- - - DRAINAGE EASEMENT
- - - UTILITY EASEMENT



NOTES:
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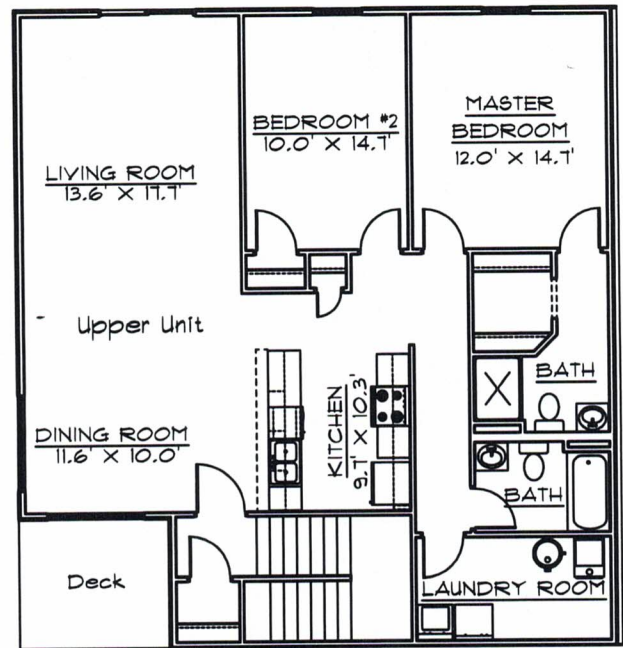
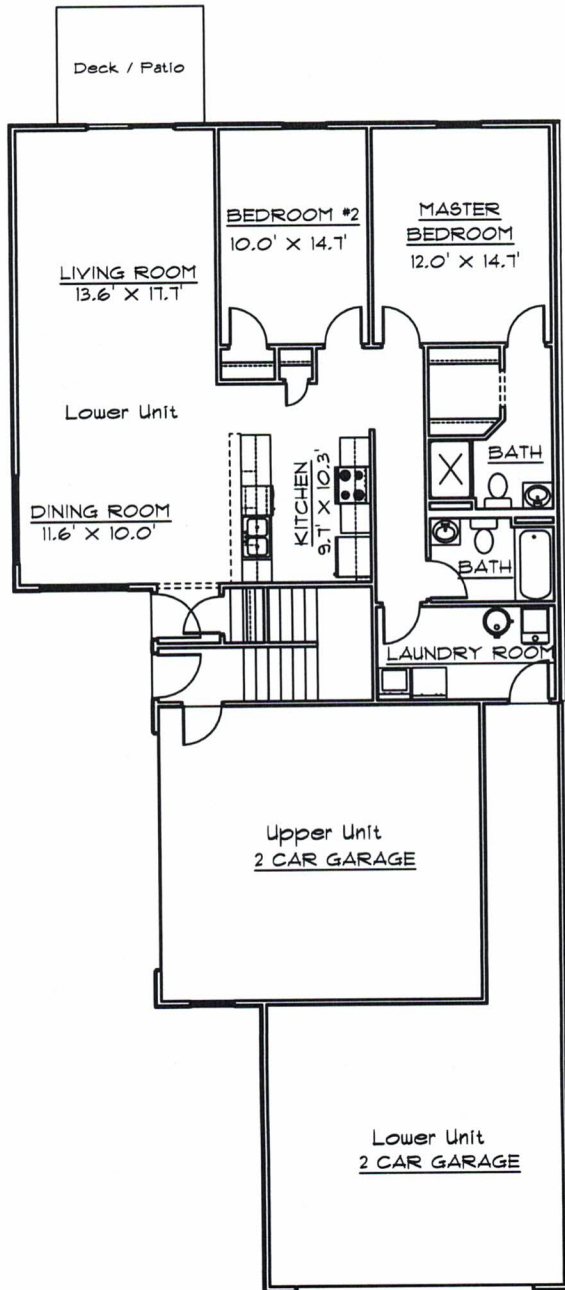
Combs & Associates

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

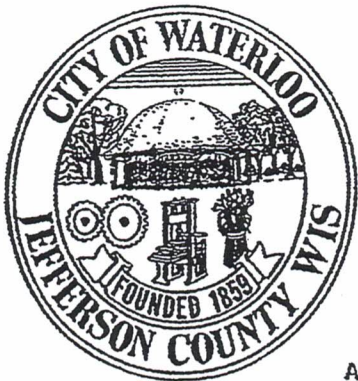
109 N. Milwaukee St.
Janesville, WI 53548
www.combsurvey.com

tel: 608 752-0575
fax: 608 752-0534

4 - FAMILY DWELLING PLAN + ELEVATION



Upper Unit Layout



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: _____ Fee Paid: _____

Location of Property: 540 McKAY WAY

Applicant: PETRY TRUST NO. 1989

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Owner of Property: SAME AS APPLICANT

Address: '' Telephone: ''

Contractor: NEWARK HOMEBUILDERS LLC

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Architect or Professional Engineer: N/A

Address: _____ Telephone: _____

Legal Description of Property: LOT 32 DEYOUNG FARM

Land Parcel Size: 120 x 130 Present Use: VACANT LOT Zoning District: R-2

Type of Existing Structure (if any): NONE

Proposed Use of the Structure or Site: TWO-FAMILY DWELLING Number of Employees: N/A

TERMS OF MUNICIPAL CODE

385-10 R-2 ZONING DISTRICT
PERMITS TWO-FAMILY OR
MULTI-FAMILY DWELLINGS

CONDITIONAL USE REQUESTED

TWO-FAMILY DWELLING

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)

R-2 ZONING DISTRICTS PERMITS TWO-FAMILY OR MULTI-FAMILY
DWELLING VIA A CONDITIONAL USE PERMIT.

ATTACH THE FOLLOWING:

Site plan showing the area involved, its location, dimensions, elevations, drainage parking, etc., and location of adjacent structures within 200 feet.

Date: 9/9/2020

Mike Haegle
Signature of Applicant

**CITY OF WATERLOO
PLAN COMMISSION APPLICATION
ARCHITECTURAL DESIGN REVIEW**

Date 9/9/2020

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Project Address 540 MCKAY WAY
Applicant Name PETRY TRUST NO. 1989 Phone 608-289-7874
Address P.O. BOX 80 BELLEVILLE WI 53508
Owner Name SAME AS APPLICANT Phone "
Address "
Describe Project TWO-FAMILY DWELLING

Zoning R-2 Conforming Use TWO-FAMILY DWELLING
Date Received _____ Hearing Date _____
Fee _____ Received By _____



APPLICANT SIGNATURE

PLAN REQUIREMENTS LIST FOR ALL REVIEWS AND COMMENTS:

- Three (3) sets of plans, with all information as listed on the Checklist
- If applicable:
- Sign
 - Timetable
 - Pictures

Member
 National
 System
 Intertie

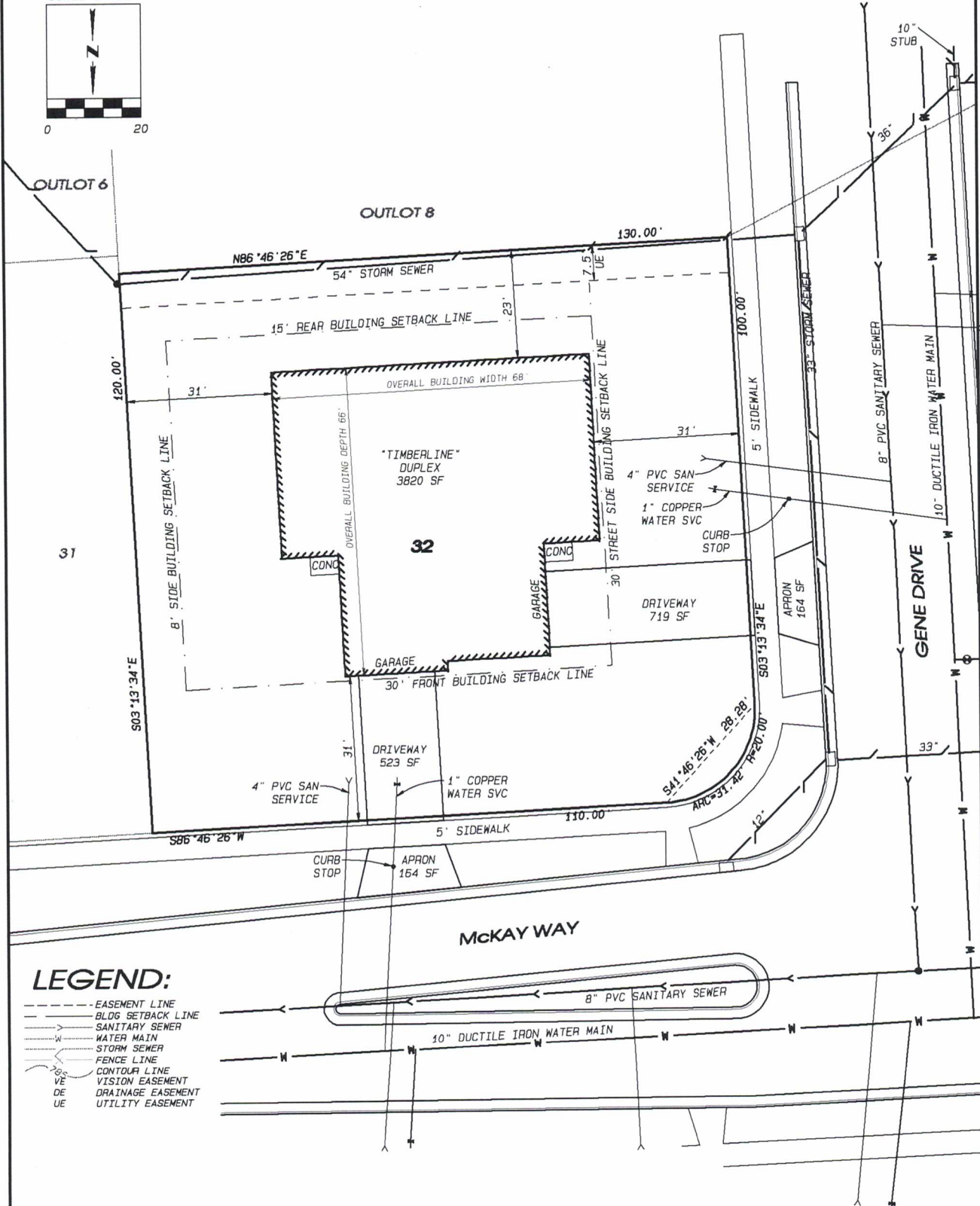
To Obtain Location of
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 Facilities Before You
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CALL DIGGERS
 HOTLINE
 1-800-242-8511

Wis Statute 182.0175 (1974)
 Requires Min. 3 Work Days
 Notice Before You Excavate

LOT LAYOUT PLAN

LOT 32 OF DEYOUNG FARM, LOCATED IN OUTLOT 169 AND 170 OF THE ASSESSOR'S
 PLAT OF THE VILLAGE OF WATERLOO, AND PART OF THE NE 1/4 AND THE SE 1/4 OF
 THE SW 1/4 OF SECTION 7, ALL OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, PART
 OF THE SW 1/4 OF THE SE 1/4 OF SECTION 7, AND PART OF THE NE 1/4 OF THE
 SE 1/4 OF SECTION 7, ALL IN T.8N., R.13E OF THE 4TH PM., CITY OF WATERLOO,
 JEFFERSON COUNTY, WISCONSIN.



LEGEND:

- EASEMENT LINE
- - - BLDG SETBACK LINE
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- WATER MAIN
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- FENCE LINE
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- VISION EASEMENT
- DE DRAINAGE EASEMENT
- UE UTILITY EASEMENT

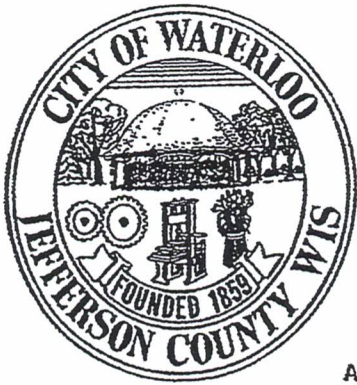
NOTES:

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Combs & Associates

- LAND SURVEYING
- LAND PLANNING
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109 W. Milwaukee St.
 Janesville, WI 53548 tel: 608 752-0575
 WWW.COMBSURVY.COM fax: 608 752-0534



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: _____ Fee Paid: _____

Location of Property: 600 MCKAY WAY

Applicant: PETRY TRUST NO. 1989

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Owner of Property: SAME AS APPLICANT

Address: '' Telephone: ''

Contractor: NEWARK HOMEBUILDERS LLC

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Architect or Professional Engineer: N/A

Address: _____ Telephone: _____

Legal Description of Property: LOT 33 DEYOUNG FARM

Land Parcel Size: 120X150 Present Use: VACANT LOT Zoning District: R-2

Type of Existing Structure (if any): NONE

Proposed Use of the Structure or Site: TWO-FAMILY DWELLING Number of Employees: N/A

TERMS OF MUNICIPAL CODE

385-10 R-2 ZONING DISTRICT
PERMITS TWO-FAMILY OR
MULTI-FAMILY DWELLINGS

CONDITIONAL USE REQUESTED

TWO-FAMILY DWELLING

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)
R-2 ZONING DISTRICTS PERMITS TWO-FAMILY OR MULTI-FAMILY
DWELLING VIA A CONDITIONAL USE PERMIT.

ATTACH THE FOLLOWING:

Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 9/9/2020

Mike Haegeler

Signature of Applicant

**CITY OF WATERLOO
PLAN COMMISSION APPLICATION
ARCHITECTURAL DESIGN REVIEW**

Date 9/9/2020

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Project Address 600 MCKAY WAY
Applicant Name PETRY TRUST NO. 1989 Phone 608-289-7874
Address P.O. BOX 80 BELLEVILLE WI 53508
Owner Name SAME AS APPLICANT Phone "
Address "
Describe Project TWO-FAMILY DWELLING

Zoning R-2 Conforming Use TWO-FAMILY DWELLING
Date Received _____ Hearing Date _____
Fee _____ Received By _____

Mike Hagele
APPLICANT SIGNATURE

PLAN REQUIREMENTS LIST FOR ALL REVIEWS AND COMMENTS:

Three (3) sets of plans, with all information as listed on the Checklist

If applicable:

- Sign
- Timetable
- Pictures

Member
 CORDS System International

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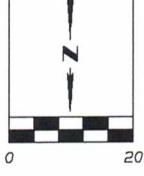
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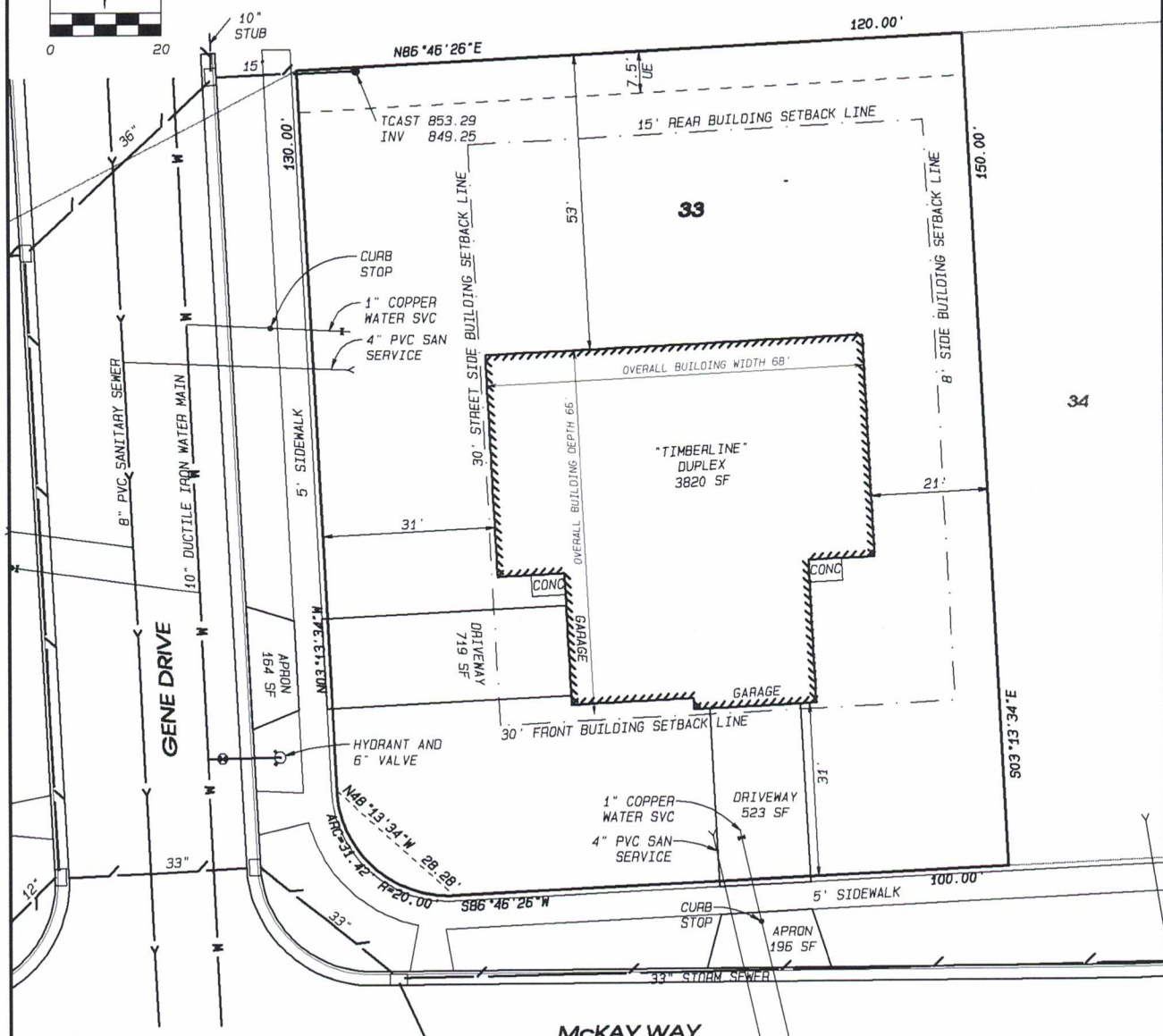
LOT LAYOUT PLAN

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 OF THE SW 1/4 OF THE SE 1/4 OF SECTION 7, AND PART OF THE NE 1/4 OF THE
 SE 1/4 OF SECTION 7, ALL IN T.8N., R.13E OF THE 4TH PM., CITY OF WATERLOO,
 JEFFERSON COUNTY, WISCONSIN.

SCALE 1"=20'



OUTLOT 8



LEGEND:

- EASEMENT LINE
- - - - - BLDG SETBACK LINE
- - - - - SANITARY SEWER
- - - - - WATER MAIN
- - - - - STORM SEWER
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NOTES:

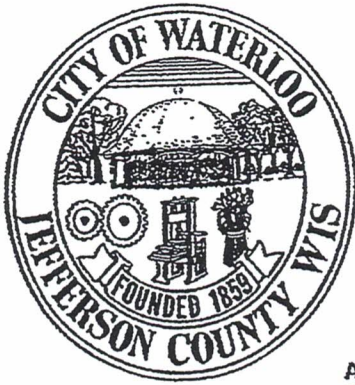
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Combs & Associates

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136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: _____ Fee Paid: _____

Location of Property: 610 MCKAY WAY

Applicant: PETRY TRUST NO. 1989

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Owner of Property: SAME AS APPLICANT

Address: 11 Telephone: 11

Contractor: NEWARK HOMEBUILDERS LLC

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Architect or Professional Engineer: N/A

Address: _____ Telephone: _____

Legal Description of Property: LOT 34 DEYOUNG FARM

Land Parcel Size: 100 X 150 Present Use: VACANT LOT Zoning District: R-2

Type of Existing Structure (if any): NONE

Proposed Use of the Structure or Site: TWO-FAMILY DWELLING Number of Employees: N/A

TERMS OF MUNICIPAL CODE

385-10 R-2 ZONING DISTRICT
PERMITS TWO-FAMILY OR
MULTI-FAMILY DWELLINGS

CONDITIONAL USE REQUESTED

TWO-FAMILY DWELLING

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)
R-2 ZONING DISTRICTS PERMITS TWO-FAMILY OR MULTI-FAMILY
DWELLING VIA A CONDITIONAL USE PERMIT.

ATTACH THE FOLLOWING:

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Date: 9/9/2020

Mike Haegle
Signature of Applicant

**CITY OF WATERLOO
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ARCHITECTURAL DESIGN REVIEW**

Date 9/9/2020

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Project Address MCKAY WAY

Applicant Name PETRY TRUST NO. 1989 Phone 608-289-7874

Address P.O. BOX 80 BELLEVILLE WI 53508

Owner Name SAME AS APPLICANT Phone "

Address "

Describe Project TWO-FAMILY DWELLING

Zoning R-2 Conforming Use TWO-FAMILY DWELLING

Date Received _____ Hearing Date _____

Fee _____ Received By _____



APPLICANT SIGNATURE

PLAN REQUIREMENTS LIST FOR ALL REVIEWS AND COMMENTS:

Three (3) sets of plans, with all information as listed on the Checklist

If applicable:

- Sign
- Timetable
- Pictures

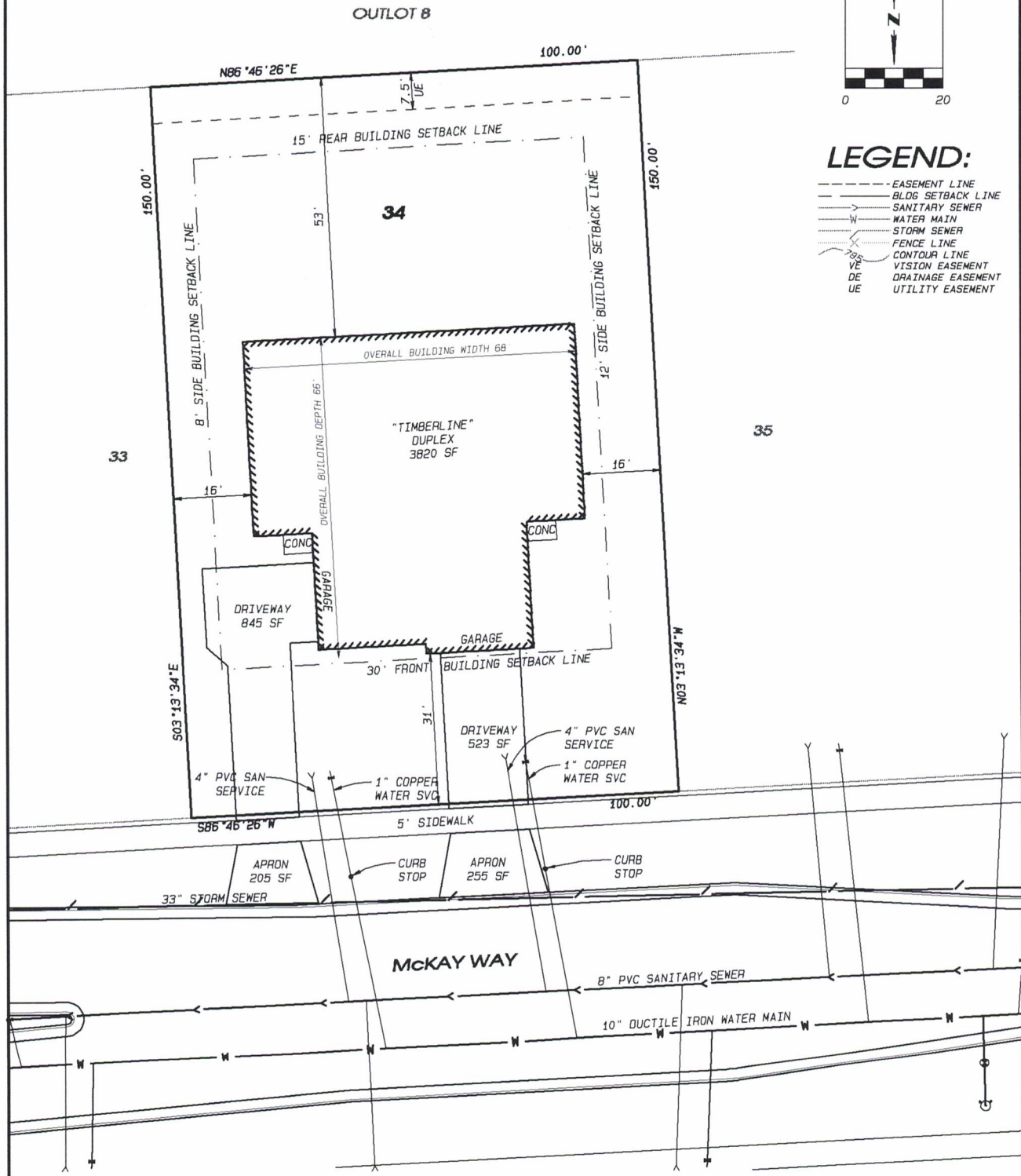
LOT LAYOUT PLAN

LOT 34 OF DEYOUNG FARM, LOCATED IN OUTLOT 169 AND 170 OF THE ASSESSOR'S PLAT OF THE VILLAGE OF WATERLOO, AND PART OF THE NE 1/4 AND THE SE 1/4 OF THE SW 1/4 OF SECTION 7, ALL OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 7, AND PART OF THE NE 1/4 OF THE SE 1/4 OF SECTION 7, ALL IN T.8N., R.13E OF THE 4TH PM., CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.

Member
 To Obtain Location of
 Participants Underground
 Facilities Before You
 Dig in Wisconsin
 CALL DIGGERS
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 1-800-242-8511
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- LEGEND:**
- - - - - EASEMENT LINE
 - - - - - BLDG SETBACK LINE
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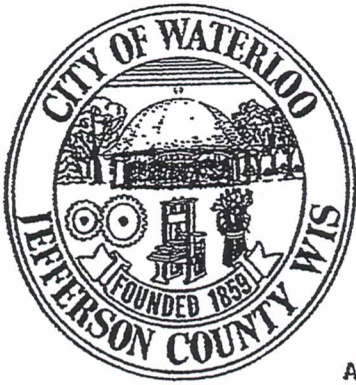
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Combs & Associates

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St.
 Janesville, WI 53548
 www.combsurvey.com

tel: 608 752-0575
 fax: 608 752-0534



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: _____ Fee Paid: _____

Location of Property: 620 McKAY WAY

Applicant: PETRY TRUST NO. 1989

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Owner of Property: SAME AS APPLICANT

Address: '' Telephone: ''

Contractor: NEWARK HOMEBUILDERS LLC

Address: P.O. BOX 80 BELLEVILLE WI 53508 Telephone: 608-289-7874

Architect or Professional Engineer: N/A

Address: — Telephone: —

Legal Description of Property: LOT 35 DEYOUNG FARM

Land Parcel Size: 100X150 Present Use: VACANT LOT Zoning District: R-2

Type of Existing Structure (if any): NONE

Proposed Use of the Structure or Site: TWO-FAMILY DWELLING Number of Employees: N/A

| <u>TERMS OF MUNICIPAL CODE</u> | <u>CONDITIONAL USE REQUESTED</u> |
|-----------------------------------|----------------------------------|
| <u>385-10 R-2 ZONING DISTRICT</u> | <u>TWO-FAMILY DWELLING</u> |
| <u>PERMITS TWO-FAMILY OR</u> | |
| <u>MULTI-FAMILY DWELLINGS</u> | |

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)
R-2 ZONING DISTRICTS PERMITS TWO-FAMILY OR MULTI-FAMILY DWELLING VIA A CONDITIONAL USE PERMIT.

ATTACH THE FOLLOWING:

Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 9/9/2020

Mike Haegle
Signature of Applicant

**CITY OF WATERLOO
PLAN COMMISSION APPLICATION
ARCHITECTURAL DESIGN REVIEW**

Date 9/9/2020

The following information must be submitted one week prior to any Plan Commission meeting for staff review and agenda placement. The Plan Commission meets the 4th Tuesday of each month at 7:00 PM in the Council Chambers of City Hall, 136 North Monroe Street, Waterloo, WI 53594. In addition to this form, required fee, and three (3) sets of plans, the attached Checklist is required to be submitted two weeks in advance.

Project Address McKAY WAY
Applicant Name PETRY TRUST NO. 1989 Phone 608-289-7874
Address P.O. BOX 80 BELLEVILLE WI 53508
Owner Name SAME AS APPLICANT Phone "
Address "
Describe Project TWO-FAMILY DWELLING

Zoning R-2 Conforming Use TWO-FAMILY DWELLING
Date Received _____ Hearing Date _____
Fee _____ Received By _____

Mike Hagele
APPLICANT SIGNATURE

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- If applicable:
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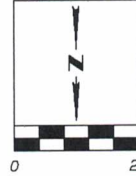
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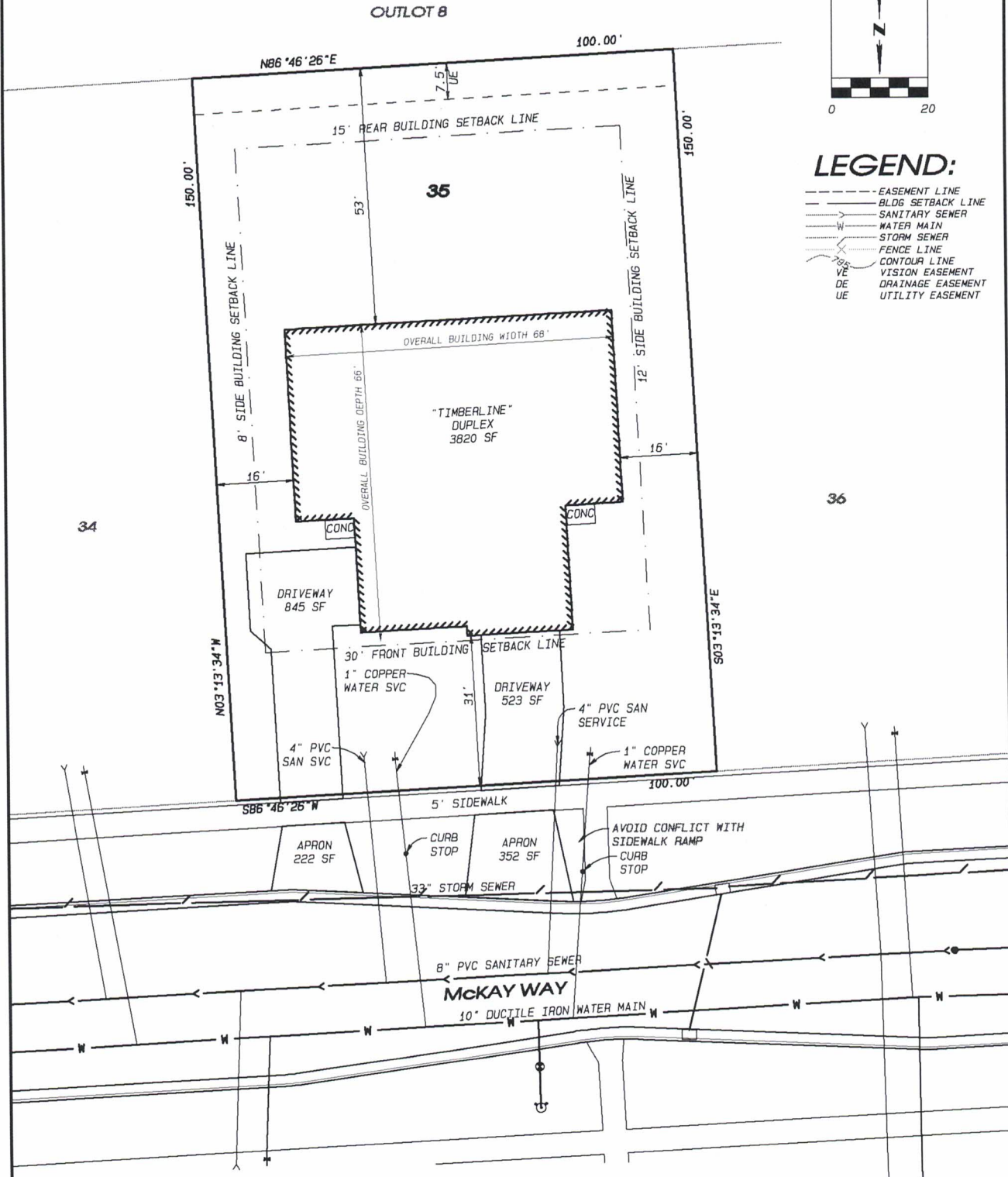
Wis Statute 182.0175 (1974)
Requires Min. 3 Work Days
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SCALE 1"=20'



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- EASEMENT LINE
- - - BLDG SETBACK LINE
- SANITARY SEWER
- WATER MAIN
- STORM SEWER
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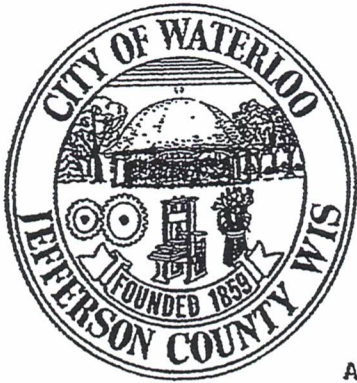
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TERMS OF MUNICIPAL CODE

385-10 R-2 ZONING DISTRICT
PERMITS TWO-FAMILY OR
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CONDITIONAL USE REQUESTED

TWO-FAMILY DWELLING

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Address P.O. BOX 80 BELLEVILLE WI 53508

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Zoning R-2 Conforming Use TWO-FAMILY DWELLING

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Fee _____ Received By _____

APPLICANT SIGNATURE

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Member
One Call System International

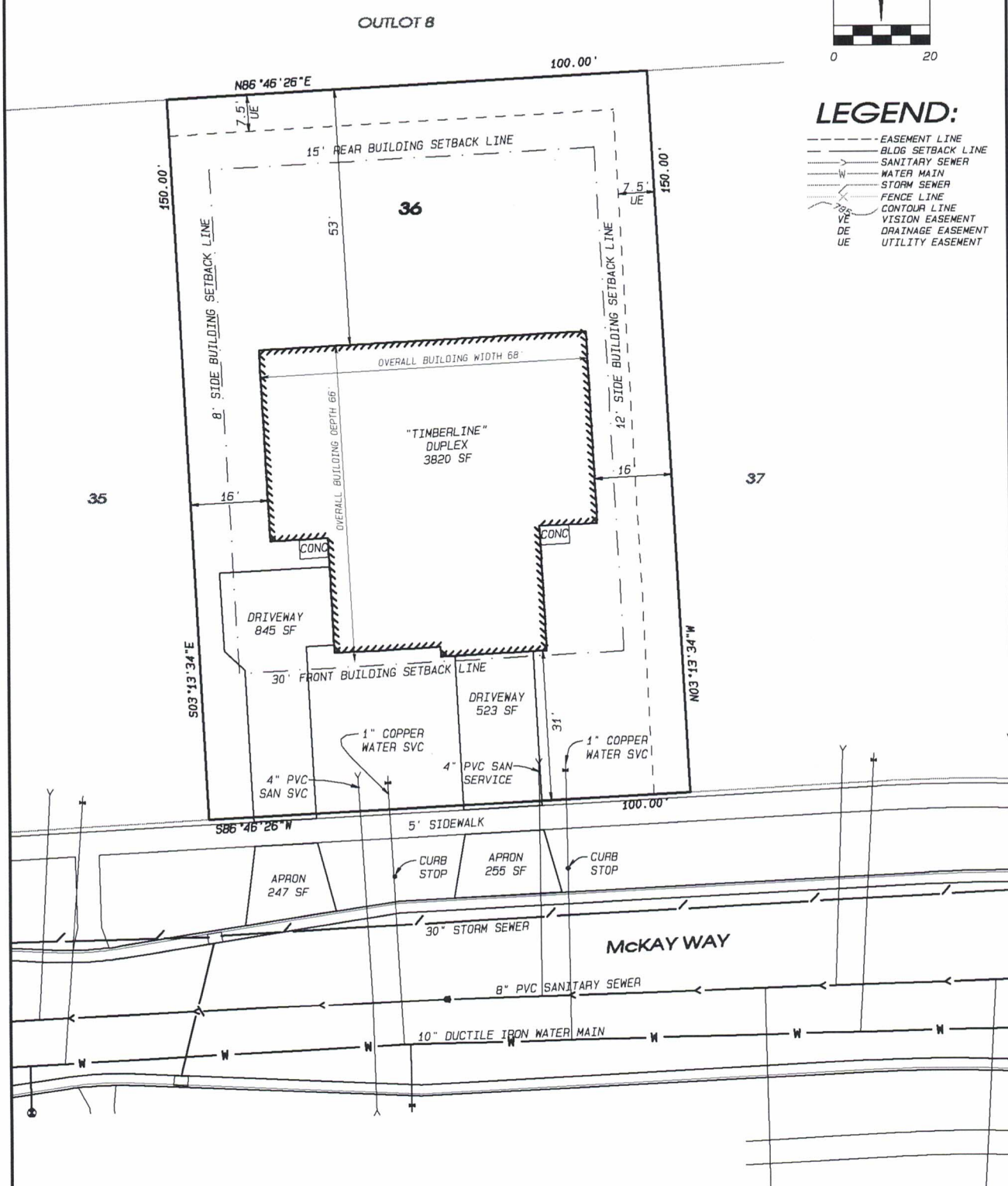
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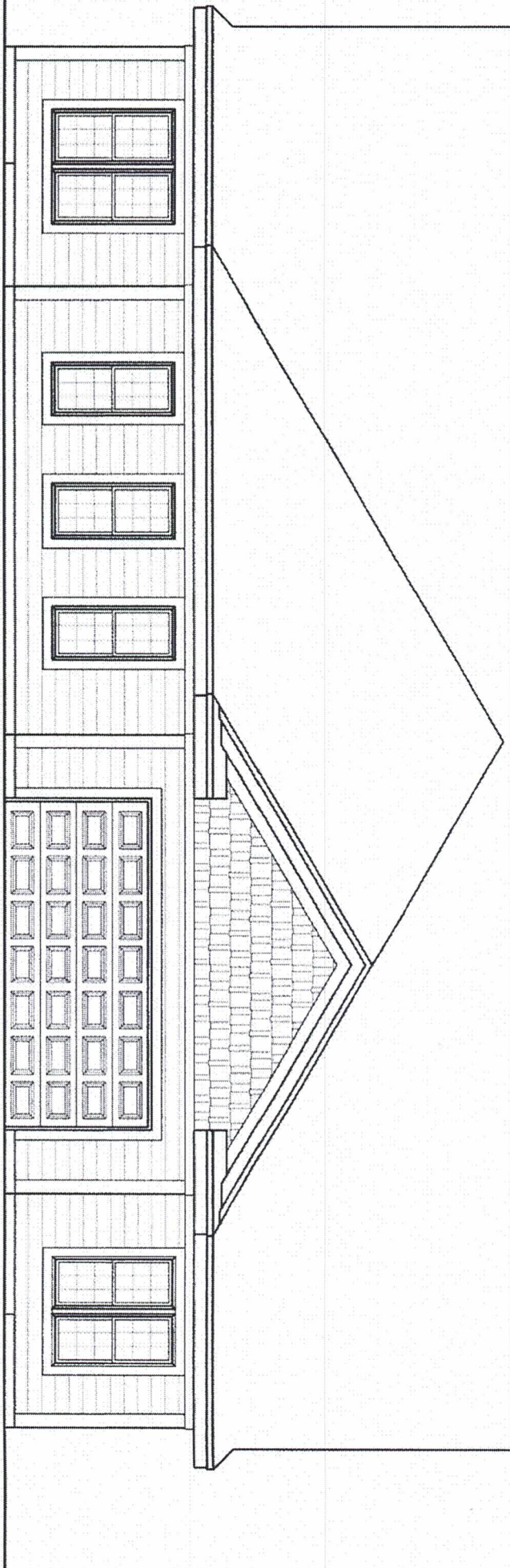
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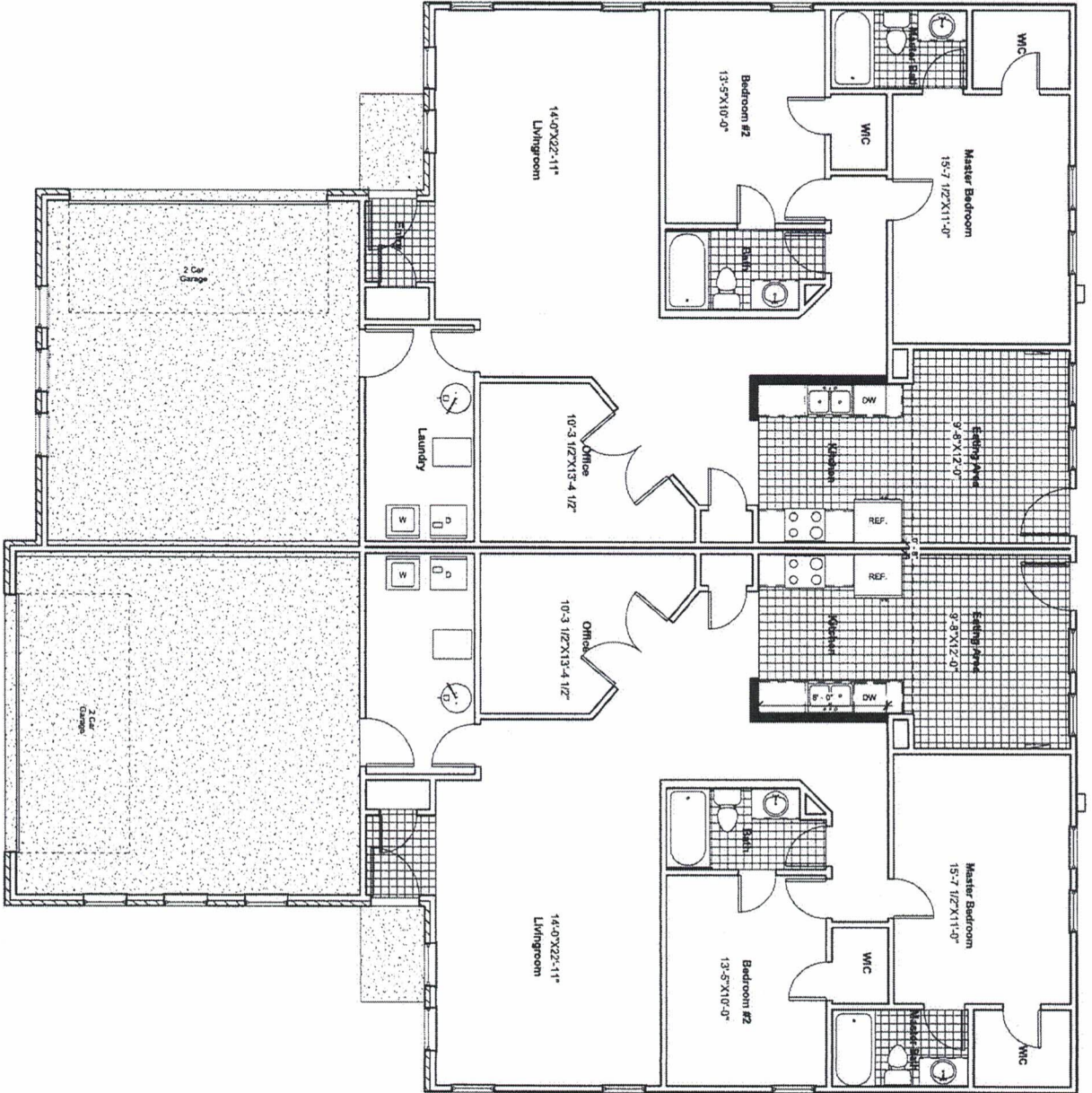
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DUPLEX





DUPLEX



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RESOLUTION #2012-42
Authorizing The Submittal Of A DNR Lead Service Replacement Grant Application

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

WHEREAS, lead is a common metal. Although originally used in many consumer products and water pipes, lead is now known to be harmful to human health if ingested or inhaled. It can be found in lead-based paint, air, soil, household dust, food, some types of pottery and drinking water. When people come in contact with lead, it may enter their bodies and accumulate over time, resulting in irreversible damage to the brain, nervous system, red blood cells and kidneys.

WHEREAS, removing lead water service lines from the overall municipal water system is one way to minimize the potential for lead to get into drinking water. Its presence in the body can lead to toxic effects, regardless of age, gender, or exposure pathway; and,

WHEREAS,

- lead poisoning is a completely preventable disease;
- no safe blood lead level threshold for children has been identified by the Environmental Protection Agency;
- blood lead levels once considered safe are now demonstrated to be hazardous;
- the Centers for Disease Control has identified primary prevention of lead exposure as the most important and significant strategy to protect children and adults from lead exposures; and,

WHEREAS, Waterloo Utilities found elevated levels of lead in drinking water in some homes or buildings, leading to all being encouraged take steps necessary to rid the water system of lead contaminants.

THEREFORE, BE IT RESOLVED, the City of Waterloo Common Council hereby authorizes the submittal of a municipal grant application to the Wisconsin Department of Natural Resources for newly available state/federal dollars to aid private property owners with expenses relating to the removal of lead water services.

BE IT FURTHER RESOLVED, that the grant should seek funding to aid 106 private lead services, a quantity submitted by Waterloo Utilities to the Public Service Commission as part of its most recent Schedule-29 submittal

PASSED AND ADOPTED this ____ day of _____ 2020.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Morton Hansen, Clerk/Treasurer

SPONSOR(S) – Mayor, Clerk/Treasurer

FISCAL EFFECT – If awarded, a re-launch of the prior grant program would be considered by the City Council at a later date. A grant award would be for twelve months, beginning 1/1/2021.



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
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ORDINANCE 2019-09

Parking Restriction, West Side Of 865 North Monroe Street (K-12 School)
[Presented in **Red-Line Format** For Council Consideration]

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

SECTION I: Section 350-7B(16) Parking Restrictions is hereby created as follows:

§ 350-7B(16) Parking Restrictions.

(B) Parking on certain streets regulated. Pursuant to § 349.13, Wis. Stats., the authority to regulate the stopping, standing and parking of vehicles is delegated to the Chief of Police, subject to control of the Council. The Chief, with the cooperation of the Director of Public Works, is hereby authorized to designate and sign streets, or portions thereof, where the stopping, standing or parking of vehicles is prohibited at all times or during certain designated hour.

(16) [Parking Prohibited] On the west side of North Monroe Street 40 feet north of Anna Street and 172 ft south of Henry Street.

SECTION II: This ordinance shall take effect and be in force from and after its passage and posting as provided by law.

**BY ORDER OF THE CITY COUNCIL OF THE CITY OF
WATERLOO**

Mayor

Attest:

Date Adopted: _____

Date Published: _____



136 North Monroe Street, Waterloo. Wisconsin 53594-1198
 Phone (920) 478-3025
 Fax (920) 478-2021

WINTER ON-STREET PARKING PERMIT APPLICATION – Municipal Code 350-7(G)

Chapter 350: VEHICLES AND TRAFFIC

§ 350-7. Parking restrictions.

G. Winter parking regulations. No person shall park in any City street or public parking lot in the City between the hours of 1:00 a.m. and 6:00 a.m. from November 15 to April 1, except by permit as set forth in Subsection E or as hereinafter set forth:

- (1) Overnight parking on City streets may be allowed by permit only. The permit fee shall be as stated in the City of Waterloo Fee Schedule for each winter season from November 15 to April 1. Editor's Note: The Fee Schedule is on file at the office of the City Clerk-Treasurer.
- (2) Permits for winter on-street parking shall be issued only on the basis of unusual need for vehicles owned by City residents residing on property which does not have a driveway, lacks sufficient space to provide for off-street parking and does not have a reasonable alternative for overnight parking.
- (3) Permit applications are to be obtained, completed and paid for at the office of the Clerk-Treasurer. Applications shall be submitted to the Council for review and granting or denial.
- (4) The permit shall be displayed as required on the permit whenever a vehicle is parked on the City street overnight from November 15 to April 1. Failure to display the permit, as required, shall result in vehicle parking violations and subject the vehicle to being towed at the expense of the operator/owner.

APPLICATION DATE: 9/9/2020 NAME: RANDIE LANGE

ADDRESS: 406 E. MADISON ST.

PHONE: 920-988-7314

OWN OR RENT? RENT

IF RENTER FURNISH NAME, ADDRESS & PHONE NUMBER OF LANDLORD:

VERN & RAYWELLE BUTZWE 920-988-3640
 (NAME) (PHONE)

SAME
 (ADDRESS)

BRIEFLY EXPLAIN NEED FOR PERMIT: LACK OF PARKING
(REQUEST FIRST STALL ON JEFFERSON ST. - CLOSEST TO E. MADISON ST.)

VEHICLE DESCRIPTION: MAKE: GMC / CHEVY MODEL: SIERRA / SILVERADO

COLOR: RED / BLUE YEAR: 1999 / 2016 LICENSE#: LN7647 / LW8123

(OFFICE USE ONLY)

PERMIT # _____ ISSUE DATE: _____ EXPIRATION DATE: _____
 FEES PAID: 50.00 DATE: 9/9/2020 RECEIPT NUMBER 35315