



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

PUBLIC NOTICE OF A COMMITTEE MEETING OF THE CITY OF WATERLOO COMMON COUNCIL

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and news media, that a public meeting will be held to consider the following:

COMMITTEE: FINANCE, INSURANCE & PERSONNEL COMMITTEE
DATE: February 17, 2022
TIME: 5:00 p.m.
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street
via remote conference or in-person for participants and public

Join Zoom Meeting: <https://us02web.zoom.us/j/86990939947?pwd=WUFhNUpRQ0J2SkZyYzIFMlZHbmNtQT09>
Dial by phone +1 312 626 6799 US (Chicago)
Meeting ID: 869 9093 9947 Passcode: 722601

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES:
 - a) January 20, 2022 & February 10, 2022 (Closed Session)
- 3) PUBLIC COMMENT
- 4) NEW BUSINESS
 - a) City Clerk Position Opening – Interview. [NOTE: The Finance, Insurance and Personnel Committee may meet in closed session per Wis. Stat. 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Committee will reconvene in open session.]
 - b) January 2022 Financial Statements: General Disbursements \$1,753,033.71; Payroll \$79,789.28 & Clerk/Treasurer’s Reports [[see on municipal website](#)]
 - c) Department of Public Works Updated Quote to Replace 2010 International Truck.
 - d) Ambulance & Emergency Medical Service Agreement.
 - e) Ordinance 2022-02. Amending chapter §85-7 Officers and Employees and §85-9 Appointed staff job performance reviews.
- 5) UNFINISHED BUSINESS
 - a) Municipal Covid Policy
 - b) 2022 Department Head Reviews [NOTES:(1) Documents provided by Committee Chair. (2) The committee may convene in closed session per Wis. Stat. 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.”]
- 6) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a) Committee Calendar (for reference)
- 7) ADJOURNMENT

Mike Tschanz
Deputy Clerk/Treasurer

Committee Members: Thomas, Rhynes and Kuhl

Posted, Emailed & Distributed: 02/15/2022

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.

https://waterloowi.sharepoint.com/sites/Fileshares/data/Common/AGENDAS_MINUTES/2022/FINANCE INSURANCE & PERSONNEL - 3rd Thurs/2022-2-17 Finance Comm/2022-02-17 FinanceAgenda.docx
2/15/2022 1:30 PM

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
January 20, 2022

1. CALL TO ORDER AND ROLL CALL. Thomas called the meeting to order at 5:30 p.m. Members in person or remote: Thomas, Kuhl & Rhynes. Absent: none. Other attending in person or remote: Mayor Quimby; Police Chief Sorenson; Deputy Clerk/Treasurer Tschanz; Public Works Director Yerges; Fire Chief Benisch; Library Director Mountford
2. APPROVAL OF MEETING MINUTES: December 16, 2021 & Closed Session January 6, 2022, MOTION: [Kuhl/Rhynes] to approve all meeting minutes as listed. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. UNFINISHED BUSINESS
 - a. COVID And Municipal Policy. DISCUSSION: Thomas shared some literature regarding the Jefferson County Health Dept policy and the CDC policy. Looking for a melding of COVID policy from the two listed previously and the City Covid Policy from 2020. Department heads would have liberty to add more restrictions as needed for their specific areas. Jeanne to compile information and send back to Committee before 2/17/22 meeting.
5. NEW BUSINESS
 - a. December 2021 Financial Statements: General Disbursements were \$3,291,394.99; Payroll \$136,391.71 & Clerk/Treasurer's Reports [\[see on municipal website\]](#) MOTION [Kuhl/Thomas] to recommend Council approval. VOICE VOTE: Motion carried.
 - b. Car Issues - Parks Department. Council agreed to purchase 1 new tire if needed for damage caused to Haberkorn's vehicle. Council will also look into purchasing police retired vehicle in 2023 for City/Parks vehicle.
 - c. Resolution 2022-05 Appointing Lois Baird as a Temporary Employee To Assist in the City Clerk's Office During Clerk Vacancy. MOTION [Rhynes/Kuhl] to recommend Council approval. VOICE VOTE: Motion carried.
 - d. January 2022 Department Head Reviews [NOTES:(1) Documents provided by Committee Chair. (2) The committee may convene in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."] MOTION: [Kuhl/Rhynes] to convene in closed session. VOICE VOTE: Motion carried. [NOTE: At the conclusion of the closed session the committee reconvened in open session, taking no action.]
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Committee Calendar.
 - i. Alder Thomas called for remainder of Department Head (DPW&PARKS) reviews in February.
7. ADJOURNMENT. MOTION: [Kuhl/Rhynes] To adjourn. VOICE VOTE: Motion carried. Approximate time 6:50 pm

Mike Tschanz
Deputy Clerk/Treasurer



LAKESIDE

INTERNATIONAL TRUCKS

Trade Terms & Conditions Agreement

Seller:	Waterloo
Address:	
City/State/Zip:	
Year:	2010
Make:	International
Model:	7400
Serial Number:	1HTWDAAR1AJ190097
Mileage:	25,000
Value:	\$17,500
Surrender Date:	12/31/2023

Per this agreement, the above listed trade must be turned in by the surrender date and meet the following conditions.

1.	Truck must pass a DOT at time of surrender with no Check Engine Lights
2.	
3.	
4.	
5.	

VALUE EXPIRES ON: 12/31/2023

Seller's Signature

Date

Dealer Authorized Agent Signature

Date



A Complete Line
Of
Truck Equipment

2410 S. Stoughton Road
Madison, WI 53716-2898

Telephone (608) 222-5591
Wisconsin (800) 259-7453
FAX (608) 222-3644

To: **CITY OF WATERLOO**
Address: 136 N. Monroe St
City: WATERLOO, WI 53594
Attention: **Chad**
Telephone #: 920-478-3025
Fax #: 920-478-2021

Date: 01/26/22
Delivery:
Dealer:
P. O. #:

Terms: **NET ON DELIVERY, unless specified**

Quantity	QUOTE GOOD FOR 30 DAYS			PRICE EACH
One	10' DuraClass (Heil) SL 316 Dump body with 28" sides, 38" tailgate 7 Ga. 201 Stainless steel Sides, front, and Tailgate 1/4" steel floor crossmemberless understructure 44" high front head with 1/2 cab shield 8" floor to side knee braces 10" high deep flared long members made of Cor-ten Steel Fully boxed dirt shedding toprail Horizontal Side brace 2 Panel Tailgate, with Heavy Duty Hardware Manual Tailgate release All Greaseable Tailgate Pivots Grip Strut Walk rail, Both Sides Cougar 1600 Vibrator with Wire in Conduit DuraClass (Heil) 1821 Single cylinder twin arm underbody hoist 5/16" heavy duty subframe construction 23+ Ton Capacity at 2000 PSI All greaseable pivot points Chromed Cylinder Body props, body raise light, backup alarm, L.E.D. stop/tail/turn lights Underside of body undercoated Fleet Engineer Poly Fenders chassis mounted over rear duals			
One	Force America Front Mount Load Sensing Hydraulic System FADS 45 L Pump with 4 Main Bank Valve, and Cable Controls Low Oil Warning Light & Alarm with Emergency Ballcock Shutoff 30 gallon Slim Line Oil Tank, with temperature indicator Stainless Steel Hydraulic Lines With Short Hoses Whips			
ONE	Swenson tailgate type sander Model SAD-6 SS(6") Stainless steel . 7 Ga. 201 Stainless steel construction Direct Drive Auger, Hyd. Safety Interlock 7 Ga. Trough, and 7 GA. endplates all hoses and quick couplers Poly Spinner			
Chassis Make	CA: 84"	Trans:	Subtotal	
Customer Signature and Date	Salesman		Tax 5.5%	
			F.E.T. 12%	
	KURT SCHADEWALT		TOTAL	



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Quantity	QUOTE GOOD FOR 30 DAYS			PRICE EACH
ONE	UNIVERSAL BH 1240 PLOW 12' Length 40" height 10 GA. Moldboard, loop hitch (Plow Portion) PNL Truck portion Heavy Duty push Frame with Eight 1/2" ribs in Lieu of six Six main hinge points in lieu of 4; with furthest point ~15" from the end on 12' plow One 4" x 13" power reverse cylinder mounted above push frame 1/2" Plow Hoses Four heavy duty adjustable moldboard trip springs 3/4" x 6" carbide cutting edge with standard AASHO punch Rubber Snow Flap with SS Retainer cushion valve, moldboard markers, Mailbox cut out Primed and painted highway orange, Adjustable Screw Jack for Plow			
Note	Plow Mounted on Front of Chassis, Like Last M.T.E. Install			
One set	Safety Lighting package			
Two	Hella Plow lights with turn signals			
One set	Strobe lights on cab shield corners(City Provided)			
	LED Back Up Lights			
	L.E.D. Amber alternating Lights			
	L.E.D. Clear Spreader Light Facing Down with disconnect wiring			
	Insta Chain Automatic Tire Chains, Air Operated, 12 chain strand			
OPTIONS	FOB Installed Madison, WI		TOTAL	\$79,966.00
	Stainless Steel Oil Tank In Lieu of Painted Steel Oil Tank	ADD		\$1,466.00
	Ecco LED Plow Lights In Lieu of Hella Plow Lights	ADD		\$560.00
	Torsion Trip Cutting Edge In Lieu of Moldboard Trip	ADD		\$1,806.00
Note	Torsion Trip Edge has Individually replaceable trip springs			
Note	Does Not Include Relocation of Exhaust or Exhaust components, or other Items			
	The quoted price includes ONLY what is described above. It is your responsibility to review the specifications.			
Chassis Make		CA: 84"	Trans:	Subtotal
Customer Signature and Date			Salesman	Tax 5.5%
				F.E.T. 12%
	KURT SCHADEWALT		TOTAL	

Prepared for:
 Chad Yerges
 WATERLOO CITY OF
 136 Monroe St
 Waterloo, WI 53594
 Phone: 9204783025

Prepared by:
 Frank Anderson
 TRUCK COUNTRY OF
 WISCONSIN INC
 5000 CAKE PARKWAY
 DEFOREST, WI 53532
 Phone: 4147613384

Q U O T A T I O N

**Q2 2023 BUILD – MODEL YEAR 2024 – FREIGHTLINER 108SD
 CONVENTIONAL CHASSIS**

SET BACK AXLE - TRUCK	18,000# TAPERLEAF FRONT SUSPENSION
CUM L9 350 HP @ 2200 RPM; 2200 GOV RPM, 1050 LB-FT @ 1200 RPM	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	3800MM (150 INCH) WHEELBASE
RS-23-160 23,000# R-SERIES SINGLE REAR AXLE	11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI
23,000# FLAT LEAF SPRING REAR SUSPENSION WITH HELPER AND RADIUS ROD	1600MM (63 INCH) REAR FRAME OVERHANG
DETROIT DA-F-18.0-5 18,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	BODY COMPANY INSTALLED ADDITIONAL FRONT FRAME REINFORCEMENT FOR SNOW PLOW

			PER UNIT		TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$	96,651	\$	96,651
EXTENDED WARRANTY		\$	0	\$	0
DEALER INSTALLED OPTIONS		\$	0	\$	0
CUSTOMER PRICE BEFORE TAX		\$	96,651	\$	96,651

TAXES AND FEES

FEDERAL EXCISE TAX (FET)	\$	(223)	\$	(223)
TAXES AND FEES	\$	0	\$	0
OTHER CHARGES	\$	0	\$	0

TRADE-IN

TRADE-IN ALLOWANCE - (**ESTIMATED ALLOWANCE – TRUE TRADE-IN VALUE WILL BE APPRAISED 60 DAYS PRIOR TO TURN-IN**)	\$	(25,000)	\$	(25,000)
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BALANCE DUE		(LOCAL CURRENCY)	\$	71,428	\$	71,428
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COMMENTS:

Projected delivery on ___ / ___ / ___ provided the order is received before ___ / ___ / ___.

APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X _____ Date: ___ / ___ / ___.

******DISCLAIMER - PRICING SUBJECT TO CHANGE FOR UNKOWN 2024 MODEL YEAR ESCLATOR AND ANY UNFORSEEN RAW MATERIAL SURCHARGES******



Prepared for:
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Daimler Truck Financial

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or contact us at Information@dtoffers.com.

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to fit your business needs. For more information about our products and services, visit our website at www.daimler-truckfinancial.com.





HV507 SFA

Sales Proposal For:
CITY OF WATERLOO

Presented By:
LAKESIDE INTERNATIONAL TRUCKS

Prepared For:
CITY OF WATERLOO
Chad Yerges
136 N. MONROE STREET
WATERLOO, WI 53594-
(920)478 - 9797
Reference ID: Revised

Presented By:
LAKESIDE INTERNATIONAL TRUCKS
Hank Wieland
7243 MANUFACTURERS DRIVE
MADISON WI 53704 -
(608)246-5860



Model Profile
2024 HV507 SFA (HV507)

AXLE CONFIG:	4X2
MISSION:	Requested GVWR: 43000. Calc. GVWR: 41000. Calc. GCWR: 0 Calc. Start / Grade Ability: 32.31% / 3.75% @ 55 MPH Calc. Geared Speed: 64.3 MPH
DIMENSION:	Wheelbase: 160.00, CA: 85.00, Axle to Frame: 75.00
ENGINE, DIESEL:	{Cummins L9 370} EPA 2021, 370HP @ 2100 RPM, 1250 lb-ft Torque @ 1200 RPM, 2100 RPM Governed Speed, 370 Peak HP (Max)
TRANSMISSION, AUTOMATIC:	{Allison 3000 RDS} 5th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway
CLUTCH:	Omit Item (Clutch & Control)
AXLE, FRONT NON-DRIVING:	{Meritor MFS-18-133A} Wide Track, I-Beam Type, 18,000-lb Capacity
AXLE, REAR, SINGLE:	{Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends Gear Ratio: 6.14
CAB:	Conventional, Day Cab
TIRE, FRONT:	(2) 315/80R22.5 Load Range L HSC 3 (CONTINENTAL), 481 rev/mile, 68 MPH, All-Position

TIRE, REAR: (4) 11R22.5 Load Range G HDR2+ (CONTINENTAL), 491 rev/mile, 75 MPH,
Drive

**SUSPENSION, REAR,
SINGLE:** 23,500-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Rubber
Springs

PAINT: Cab schematic 100WK
Location 1: 2303, Red (Std)
Chassis schematic N/A

Description

Base Chassis, Model HV507 SFA with 160.00 Wheelbase, 85.00 CA, and 75.00 Axle to Frame.

AXLE CONFIGURATION

AXLE CONFIGURATION {Navistar} 4x2

Notes

: Pricing may change if axle configuration is changed.

ENGINE

ENGINE, DIESEL {Cummins L9 370} EPA 2021, 370HP @ 2100 RPM, 1250 lb-ft Torque @ 1200 RPM, 2100 RPM Governed Speed, 370 Peak HP (Max)

CARB EMISSION WARR COMPLIANCE Federal, Does Not Comply with CARB Emission Warranty

CARB IDLE COMPLIANCE Federal, Does Not Comply with California Clean Air Idle Regulations

EMISSION, CALENDAR YEAR {Cummins L9} EPA, OBD and GHG Certified for Calendar Year 2022

RADIATOR Aluminum, Cross Flow, Front to Back System, 1228 SqIn, with 1167 SqIn Charge Air Cooler, Includes In-Tank Oil Cooler

Includes

: DEAERATION SYSTEM with Surge Tank

: HOSE CLAMPS, RADIATOR HOSES Gates Shrink Band Type; Thermoplastic Coolant Hose Clamps

: RADIATOR HOSES Premium, Rubber

FAN DRIVE {Horton Drivemaster} Two-Speed Type, Direct Drive, with Residual Torque Device for Disengaged Fan Speed

Includes

: FAN Nylon

AIR CLEANER Single Element

ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection

BLOCK HEATER, ENGINE {Phillips} 120V/1000W, with "Y" Cord for Dealer Installed 120V/300W Oil Pan Heater

Includes

: BLOCK HEATER SOCKET Receptacle Type; Mounted below Drivers Door

ENGINE CONTROL, REMOTE MOUNTED No Provision for Remote Mounted Engine Control

FAN OVERRIDE Manual; with Electric Switch on Instrument Panel, (Fan On with Switch On)

PTO EFFECTS, ENGINE FRONT Less PTO Unit, Includes Adapter Plate on Engine Front Mounted

THROTTLE, HAND CONTROL Engine Speed Control; Electronic, Stationary, Variable Speed; Mounted on Steering Wheel

Description**TRANSMISSION**

TRANSMISSION, AUTOMATIC {Allison 3000 RDS} 5th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway

ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Construction, Package Number 223

NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released

PTO LOCATION Dual, Customer Intends to Install PTO at Left and/or Right Side of Transmission

SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, S1 Performance in Primary and Fixed Programming in Secondary

TRANSMISSION OIL Synthetic; 29 thru 42 Pints

TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 & 2000 Series Transmission

CLUTCH

CLUTCH Omit Item (Clutch & Control)

REAR AXLES, SUSPENSIONS

AXLE, REAR, SINGLE {Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends . Gear Ratio: 6.14

SUSPENSION, REAR, SINGLE 23,500-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Rubber Springs

AXLE, REAR, LUBE {EmGard FE-75W-90} Synthetic Oil; 30 thru 39.99 Pints

FRONT AXLES

AXLE, FRONT NON-DRIVING {Meritor MFS-18-133A} Wide Track, I-Beam Type, 18,000-lb Capacity

FRONT SUSPENSIONS

SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 18,000-lb Capacity, with Shock Absorbers

CABS, COWLS, BODIES

CAB Conventional, Day Cab

ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab

AIR CONDITIONER with Integral Heater and Defroster

ARM REST, RIGHT, DRIVER SEAT

Description

CAB INTERIOR TRIM Classic, for Day Cab

Includes

: CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger
: DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Integral to Overhead Console, Center Mounted
: SUN VISOR (2) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Toll Ticket Strap

CAB REAR SUSPENSION Air Bag Type

COWL TRAY LID

FRESH AIR FILTER Attached to Air Intake Cover on Cowl Tray in Front of Windshield Under Hood

GAUGE CLUSTER Base Level; English with English Electronic Speedometer

Includes

: GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/Refill for
: GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure
: WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure (Primary and Secondary)

GAUGE, AIR CLEANER RESTRICTION {Filter-Minder} with Black Bezel, Mounted in Instrument Panel

GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission

GRAB HANDLE, EXTERIOR Chrome, Towel Bar Type, with Anti-Slip Rubber Inserts, for Cab Entry Mounted Left Side at B-Pillar

HEATER HOSES Silicone

HOSE CLAMPS, HEATER HOSE {Breeze} Belleville Washer Type

INSTRUMENT PANEL Wing Panel

IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster

MIRRORS (2) C-Loop, Heated, Black Heads and Arms, 7.5" x 14" Flat Glass, Includes 7.5" x 7" Convex Mirrors, for 102" Load Width

Notes

: Mirror Dimensions are Rounded to the Nearest 0.5"

SEAT, DRIVER {National 2000} Air Suspension, High Back with Integral Headrest, Cloth, Isolator, 1 Chamber Lumbar, 2 Position Front Cushion Adjust, -3 to +14 Degree Back Angle Adjust

SEAT, PASSENGER {National} Non Suspension, High Back, Fixed Back, Integral Headrest, Cloth

Description

WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature

WINDSHIELD Heated, Single Piece

WINDSHIELD WIPER BLADES Snow Type

FRAMES

FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.866" x 3.622" x 0.437" (276.0mm x 92.0mm x 11.1mm); 456.0" (11582mm) Maximum OAL

BUMPER, FRONT Swept Back, Steel, Heavy Duty

FRAME EXTENSION, FRONT Integral; 20" In Front of Grille

WHEELBASE RANGE 146" (370cm) Through and Including 195" (495cm)

BRAKES

BRAKE SYSTEM, AIR Dual System for Straight Truck Applications

Includes

: BRAKE LINES Color and Size Coded Nylon

: DRAIN VALVE Twist-Type

: GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster

: PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel

: PARKING BRAKE VALVE For Truck

: QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4

: SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6

AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System

BRAKES, FRONT {Bendix Spicer ES-165-6X} Air S-Cam Type, Heavy Duty Fabricated Spider, Fabricated Shoe, Single Anchor Pin, Size 16.5" X 6", 23,000-lb Capacity

BRAKE CHAMBERS, FRONT AXLE {Bendix} 24 SqIn

SLACK ADJUSTERS, FRONT {Haldex} Automatic

DUST SHIELDS, FRONT BRAKE for Air Cam Brakes

BRAKES, REAR {Bendix Spicer ES-165-7X} Air S-Cam Type, Heavy Duty Fabricated Spider, Fabricated Shoe, Single Anchor Pin, Size 16.5" X 7", 23,000-lb Capacity per Axle

BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 SqIn Spring Brake

SLACK ADJUSTERS, REAR {Haldex} Automatic

DUST SHIELDS, REAR BRAKE for Air Cam Brakes

AIR COMPRESSOR {Cummins} 18.7 CFM

Description

AIR DRYER {Wabco System Saver 1200} with Heater

AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab

AIR TANK LOCATION (2) Mounted Under Battery Box, Outside Right Rail, Back of Cab, Perpendicular to Rail

DRAIN VALVE {Berg} with Pull Chain, for Air Tank

STEERING

STEERING GEAR (2) {Sheppard M100/M80} Dual Power

STEERING COLUMN Tilting

STEERING WHEEL 4-Spoke; 18" Dia., Black

DRIVELINES

DRIVELINE SYSTEM {Dana Spicer} 1710, for 4x2/6x2

EXHAUST SYSTEMS

EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Right Side Under Cab, for Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab

AFTERTREATMENT COVER Steel, Black

EXHAUST HEIGHT 10'

MUFFLER/TAIL PIPE GUARD (1) Aluminum

TAIL PIPE (1) Turnback Type

ELECTRICAL SYSTEMS

ELECTRICAL SYSTEM 12-Volt, Standard Equipment

Includes

: DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab

: HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel

: HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever

: PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light

: STARTER SWITCH Electric, Key Operated

: STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector

: TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature

: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever

: WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted

: WIRING, CHASSIS Color Coded and Continuously Numbered

ACCESSORY WIRING, SPECIAL for Road Speed Wire Coiled Under Instrument Panel for Customer Use

Description

ALARM, PARKING BRAKE Electric Horn Sounds in Repetitive Manner When Vehicle Park Brake is "NOT" Set, with Ignition "OFF" and any Door Opened

ALTERNATOR {Leece-Neville AVI160P2013} Brush Type, 12 Volt, 160 Amp Capacity, Pad Mount, with Remote Sense

ANTENNA Shark Fin, Roof Mounted

AUXILIARY HARNESS 3.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications

BATTERY BOX Steel, with Plastic Cover, 18" Wide, 2-4 Battery Capacity, Mounted Right Side Back of Cab

BATTERY DISCONNECT SWITCH 300 Amp, Disconnects Charging Circuits, Locks with Padlock, Cab Mounted

BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 1980CCA Total, Top Threaded Stud

BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/Accessory Power/Ground and Sealed Connector for Stop/Turn

2-WAY RADIO Wiring Effects; Wiring with 20 Amp Fuse Protection, Includes Ignition Wire with 5 Amp Fuse, Wire Ends Heat Shrink and Routed to Center of Header Console in Cab

CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses

CIGAR LIGHTER Includes Ash Cup

CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade

ELECTRIC TRAILER BRAKE/LIGHTS Accommodation Package to Rear of Frame; for Combined Trailer Stop, Tail, Turn, Marker Light Circuits; Includes Electric Trailer Brake Accommodation Package with Cab Connections for Mounting Customer Installed Electric Brake Unit, Less Trailer Socket

HEADLIGHTS Halogen

HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn on if Windshield Wipers are turned on

HORN, AIR Single Trumpet, Black, with Lanyard Pull Cord

HORN, ELECTRIC Disc Style

INDICATOR, LOW COOLANT LEVEL with Audible Alarm

POWER SOURCE, ADDITIONAL Auxiliary Power Outlet (APO) with USB Port, Located in the Instrument Panel

RADIO AM/FM/WB/Clock/Bluetooth/USB Input/Auxiliary Input

SPEAKERS (2) 6.5" Dual Cone Mounted in Both Doors, (2) 5.25" Dual Cone Mounted in Both B-Pillars

STARTING MOTOR {Delco Remy 38MT Type 300} 12 Volt, Less Thermal Over-Crank Protection

Description

SWITCH, BODY CIRCUITS, MID with Remote Power Module Mounted in Cab Behind Driver Seat, Up to 6 Outputs & 6 Inputs, Max 20 amp per Channel, Max 80 amp Total, Includes 1 Switch Pack with Momentary Switches

TEST EXTERIOR LIGHTS Pre-Trip Inspection will Cycle all Exterior Lamps Except Back-up Lights

TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender

WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time

FRONT END

FRONT END Tilting, Fiberglass, with Three Piece Construction, for WorkStar/HV

BUG SCREEN Mounted Behind Grille

GRILLE Stationary, Chrome

INSULATION, SPLASH PANELS for Sound Abatement

INSULATION, UNDER HOOD for Sound Abatement

LOGOS EXTERIOR Model Badges

LOGOS EXTERIOR, ENGINE Badges

SPEEDOMETER, TOOLS, MISC

PAINT SCHEMATIC, PT-1 Single Color, Design 100

Includes

: PAINT SCHEMATIC ID LETTERS "WK"

PAINT TYPE Base Coat/Clear Coat, 1-2 Tone

PROMOTIONAL PACKAGE Government Silver Package

FUEL TANKS

FUEL TANK Top Draw, Non-Polished Aluminum, D-Style, 19" Tank Depth, 50 US Gal (189L), Mounted Left Side, Under Cab

DEF TANK 7 US Gal (26L) Capacity, Frame Mounted Outside Left Rail, Under Cab

FUEL/WATER SEPARATOR {Racor 400 Series} 12 VDC Electric Heater, Includes Pre-Heater, with Primer Pump, Includes Water-in-Fuel Sensor, Mounted on Engine

WHEELS, TIRES - FRONT

WHEELS, FRONT {Accuride 29300} DISC; 22.5x9.00 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

(2) TIRE, FRONT 315/80R22.5 Load Range L HSC 3 (CONTINENTAL), 481 rev/mile, 68 MPH, All-Position

Description

WHEELS, TIRES - REAR

WHEELS, REAR {Accuride 29169} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs

(4) TIRE, REAR 11R22.5 Load Range G HDR2+ (CONTINENTAL), 491 rev/mile, 75 MPH, Drive

Cab schematic 100WK

Location 1: 2303, Red (Std)

Chassis schematic N/A

Services Section:

WARRANTY

WARRANTY Standard for HV507, HV50B, HV607 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2025A

Body/Allied Equipment

Description

Goods Purchased

Description

(US DOLLAR)

Description

Price

Net Sales Price:

\$88,471.83

Approved by Seller:

Accepted by Purchaser:

Official Title and Date

Firm or Business Name

Authorized Signature

Authorized Signature and Date

**This proposal is not binding upon the seller
without Seller's Authorized Signature**

Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described herein are Navistar, Inc.'s standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.

AMBULANCE & EMERGENCY MEDICAL SERVICES AGREEMENT

This Agreement is of made this _____ day of _____ 2022 _____,
By and between the Town of Waterloo (hereinafter "Town") and the City of Waterloo, a
municipal corporation (hereinafter "City"). This contract shall be in effect April 1 2022, through
December 31 2025.

RECITALS

WHEREAS, the Town of Waterloo is a municipal unit of government in Jefferson County, Wisconsin, existing pursuant to Chapter 60, Statutes, and pursuant to Section 60.565, Statutes, the Town is obligated to provide ambulance services within its municipal boundaries; and

WHEREAS, the City is a municipal corporation, with its principal place of business at 136 North Monroe Street, Jefferson, Wisconsin 53549; and

WHEREAS, the Town desires to promote and make available adequate and reliable ambulance and emergency medical services to persons within the boundaries of the Town, and which primary services are described below and are covered by this Agreement, and the parties hereto have negotiated the terms and conditions of this Agreement; and

NOW, THEREFORE, the Parties AGREE as follows:

1) Provisions for Services

A) The City agrees to provide ambulance and emergency medical services to any and all persons in need of such services within the primary service area within the boundaries of the Town (as that area is defined in Paragraph 4 herein).

The specific services to be rendered by the City are:

- 1)** Advanced Emergency Medical Service (Technician Level);
- 2)** Basic Emergency Medical Service. (Basic Emergency Medical Technician)

B) The Town agrees to enter into no other ambulance service

And/or emergency medical services agreement for the primary service area during the time period this Agreement is in effect. The Town agrees that the City will be the primary provider of ambulance and emergency medical services within the primary service area within the boundaries of the Town, and that the City shall be the first ambulance and emergency medical service provider to be called upon to provide ambulance and emergency medical services with said primary service area.

C) The Town shall have no liability to the City except as set forth herein.

2) Standard of Care. In providing ambulance and emergency medical services, the City's standard of care shall be that of an Advanced Emergency Medical Technician (A License) for the City's primary unit. In the event that the City is required to call a 2nd unit, the standard of care shall be that of a Basic Level Crew.

3) Equipment and Personnel. In providing ambulance and the emergency medical services, ambulances shall be properly approved and licensed by the Wisconsin Department of Human Services. Such ambulances and equipment shall be owned by the City, and such ambulance attendants shall be employed by the City. The City agrees to maintain all vehicles and equipment in good working order as required by law. The City also agrees to maintain all necessary licenses for operation of the ambulance service. All Emergency Medical Technicians functioning as ambulance attendants shall be licensed by the State of Wisconsin.

4) Primary Service Area. The primary service area to be provided ambulance and emergency medical services by the City shall be the areas within the boundaries of the Town as follows:

Section Numbers

Remaining Sections of **23, 27** and **33** that is not already covered by Waterloo Fire Department
All of Sections **24, 25, 26,34,35,36**

- 5) **Subsidy and Fees.** In consideration of the services to be provided to the Town by the City, the Town shall compensate the City at a per capita rate, specified below, **(This is only for the residents that live outside the current Waterloo Fire Department response area)** of the primary service area of the Agreement as determined by the Town Clerk. The current per capita count for the primary service area will be determined by Jefferson County records, and the annual sum due will be set accordingly. Such population determination to be made after June 1, but before July 1 of said year, and in the same manner each and every year thereafter that this Agreement remains in effect. One-half (1/2) of the annual sum shall be paid to the City on or before February 1 of each year, and the remaining one-half (1/2) of the annual sum shall be paid on or before August 1 of each year. Payments will be set at the per capita amount as calculated above at the following rate:

Year	Amount
2022	\$15.00/per capita
2023	\$17.50/per capita
2024	\$22.00/per capita
2025	\$24.00/per capita

Payments made under this paragraph shall be deemed to be for the calendar year in which the same is paid. These payments are in the form of a non-refundable subsidy so that the City can afford to provide services to the population residing within the primary service area within the boundaries of the Town.

- 6) **Terms of Agreement.** That this agreement shall be in full force and effect from April 1 2022 and end on December 31 2025 unless either party hereto gives notice of termination at least Sixty (60) days prior to the end of the first year or any renewal hereof.
- 7) **Notice to Cure Breach.** If either party violates any terms of this Agreement, when such breach becomes known to the other, the party shall provide the other with written notice of such breach. Such written notice may be given by ordinary mail, personal delivery, or certified mail return receipt requested; such notice shall be deemed given when either personally delivered, or if mailed, the first business day after such notice is mailed. The party shall cure any breach and such cure is to be effectuated no later than Sixty (60) days after the giving of such notice by the other. If the cure is not effectuated, then the party sending notice may terminate this Agreement by giving a notice of termination of at least Sixty (60) days, as provided above.
- 8) **Ambulance Dispatch.** The Town will provide, at no cost to the City, All "9-1-1" emergency and non-emergency calls. The Town may use the existing "9-1-1" system already in place at Jefferson County Emergency Dispatch Center.
- 9) **Non-Assignability.** This is a personal service agreement between The Town and the City. The City may not assign any of the obligations or rights (other than the right to receive the subsidy payment) contained in this Agreement to any other party, without the prior written consent of the Town. Such written consent is not to be unreasonably withheld or delayed.
- 10) **Notices.** Any written notice or demand hereunder shall be in writing and shall be served by ordinary mail, personal delivery, certified mail, return receipt requested.

- 11) **Service of Notices.** Such notices shall be served or mailed as follows:
- A) **To the City:**
136 North Monroe Street
Waterloo WI. 53594
Attn: City Clerk
- B) **To the Town of Waterloo:**
Town Chair
N7874 State Road 89
Waterloo, WI 53549
Attn: Town Clerk
- 12) **Time.** Time shall be of the essence with regard to this Agreement.
- 13) **Amendment.** This Agreement sets forth all of the promises, inducements, agreements, conditions and understandings between the parties hereto relative to the subject matter thereof, and there are no promises, agreements, conditions or understandings, either oral or written, expressed or implied, between them, other than as herein set forth. Except as herein otherwise provided, no subsequent alteration, amendment, change or addition to this Agreement shall be binding upon the parties hereto unless authorized in accordance with law and recorded in writing and signed by the City and the Town.
- 14) **Severability.** If any section, subsection, sentence, clause, phrase or portion of this Agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate and distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.
- 15) **Waiver.** Neither party shall be excused from complying with any of the terms and conditions of this Agreement by any failure of the other party upon one or more occasions to insist upon or seek compliance with any such terms and conditions.
- 16) **Force Majeure.** If performance of any covenant to be performed hereunder by any party is delayed as a result of circumstances which are beyond the reasonable control of such party, which circumstances may include, but are not limited to, acts of God, war, acts of civil disobedience, harsh weather, strikes or similar acts, the time for such performance shall be extended by the amount of time of such delay.
- 17) **Governing Law.** This Agreement shall be construed, interpreted and enforced in accordance with the laws of the State of Wisconsin. The Parties shall at all times observe and comply with all federal, state and local laws, regulations and ordinances which are in effect, as of the date hereof, which may affect the conduct of the services to be provided under this Agreement. In Witness Whereof, the Parties have executed this Agreement as of the date set forth above.

CITY OF Waterloo, WISCONSIN

By: _____
Jenifer Quimby Mayor

Attest by: _____
City Clerk

TOWN OF Waterloo

By: _____
Scott Hasset Town Chair

Attest by: _____
Cindy Schroeder Town Clerk

Chapter 85. Officers and Employees

§ 85-7. Qualifications and duties.

A. Clerk/**Deputy** Treasurer.

[Amended by Ord. No. 90-1]

(1) Qualifications. No candidate shall be qualified unless the applicant has the following qualifications:

- (a) Knowledge of the function, policies, laws and regulations of the offices of City Clerk and City Treasurer.
- (b) Bondable.
- (c) Passes a physical examination.
- (d) Bachelor's degree from an accredited college or university with a specialization in public or business administration or an equivalent combination of experience, training, education and management background.
- (e) Prior administrative, managerial, public relations and employee relations experience.

(2) Appointment. *The Finance, Insurance and Personnel Committee shall solicit applications for the position of City Clerk/Deputy Treasurer and shall review at least three qualified candidates with the Mayor for initial interviews. At least two candidates shall be sent to the Council and the Mayor for a second interview. The Council shall then recommend one applicant to the Mayor for appointment.*

(3) (Reserved)^[1]

[1] *Editor's Note: Former Subsection A(3), Terms of office, amended by Ord. No. 93-10, was repealed 11-6-2014 by Ord. No. 2014-11.*

(4) Duties. The Clerk/**Deputy** Treasurer shall be responsible for the following:

- (a) Coordinate City offices and departments, except offices of the Mayor, Alderpersons, the City Attorney, and the Waterloo Utilities.
- (b) Perform all statutory duties assigned to the City Clerk/**Deputy** Treasurer and/or as prescribed by the Mayor and Council.
- (c) Attend meetings as required by the Mayor and the Council, unless excused by the Mayor or the Council President in the absence of the Mayor.
- (d) Keep the Mayor and the Council advised about developments in the City's administration, business and affairs.
- (e) Make recommendations for the improvement of the efficiency and quality of the services performed by the City.
- (f) Stay informed on county, state and federal legislation and the availability of aids and funds and prepare and expedite applications for said funds.
- (g) Effectuate actions of the Council which require administrative action and report any problems or difficulties in connection therewith to the Mayor and the Council.

(h) See that all City ordinances and resolutions are efficiently and equally administered.

(i) Represent the City in intergovernmental and legislative functions as requested by the Mayor or the Council.

(j) Keep a current and accurate account of the existence, location and condition of all assets owned and/or controlled by the City.

~~(k) Supervise the bookkeeping and accounting systems in all City departments so as to verify accuracy and increase efficiency.~~

(l) Maintain a current personnel file for all City departments.

(m) Assists with **the** annual budget and tax collections

(n) Act as purchasing officer for the City and formulate and place into operation any City-wide purchasing functions that would be economical and beneficial to the City in conjunction with the Finance, Insurance and Personnel Committee and with the Council's approval.

[Amended 3-15-2007 by Ord. No. 2007-06]

~~(o) Review and report to the Mayor, the Council and the Finance, Insurance and Personnel Committee the current fiscal status of the City and its departments, including any variations in the operation of the City budget.~~

(p) See that all City property and personnel are properly protected by adequate insurance coverage.

(q) Inform the Mayor and the Council concerning any proposed change in service rendered to City residents, taxpayers or City-located businesses which shall appreciably affect the extent, quality or cost of such service.

(5) In addition to the above-listed routine duties, the Clerk/**Deputy** Treasurer shall be responsible for any special limited-duration projects or duties assigned by the Mayor or the Council in the context of the annual review process.(85-9)

[Added 11-17-2003 by Ord. No. 2003-6]

B. City Attorney. The City Attorney shall be duly admitted to practice in the courts of record in the State of Wisconsin, shall conduct all the legal business in which the City is interested, and shall perform all duties required by city attorneys by state law.

C. Police Chief. See Chapter **91** of this Code.

D. Fire Chief. See Chapter **57** of this Code.

E. City Assessor. The City Assessor shall be certified by the Wisconsin Department of Revenue at the level required by law and shall be experienced and capable of performing the duties of the office. Whenever the Assessor, in the performance of the Assessor's duties, requests or obtains income and expense information pursuant to §70.47(7)(af), Wis. Stats., or any successor statute thereto, then such income and expense information that is provided to the Assessor shall be held by the Assessor on a confidential basis; except, however, that the information may be revealed to and used by persons in the discharge of duties imposed by law; in the discharge of duties; or pursuant to order of a court. Income and expense information provided to the Assessor under §70.47(7)(af), Wis. Stats., is not subject to the right of inspection and copying under §19.35(1), Wis. Stats.

[Amended 3-15-2007 by Ord. No. 2007-06]

F. Director of Public Works. The Director of Public Works shall have powers and duties as follows:

(1) The Director shall be subject to the direction of the **Mayor, Council, and the Public Works and Property Committee**, and shall be responsible for the administration and supervision of all **municipal** maintenance, repair and construction of streets, alleys, curbs and gutters, sidewalks, bridges, **paths, parking lots**, street signs, traffic control devices, storm sewers, culverts and drainage facilities, and all machinery, equipment and property used in any activity under the Director's control. He shall be available in an advisory and supervisory capacity to all departments of the City upon request.

(2) The Director shall have charge of such public services as the refuse collection and disposal, snow and ice removal, street cleaning (*removed flushing*) and such other activities as may be assigned to him, from time to time.

[Amended 3-15-2007 by Ord. No. 2007-06]

G. Other officers. Other officers shall respectively perform such duties as are prescribed by the **Mayor** or the Council.

H. Treasurer/Deputy Clerk.

[Ord. No. 2022-02]

(1) Qualifications. No candidate shall be qualified unless the applicant has the following qualifications:

(a) Minimum Associate Degree in Accounting or related business field. Any equivalent combination of experience, training, which provides the required knowledge, skills, and abilities may be considered

(b) Bondable.

(c) Passes a physical examination.

(d) Knowledge of the function, policies, laws and regulations of the offices of City Treasurer is preferred.

(2) Appointment. The Finance, Insurance and Personnel Committee shall solicit applications for the position of City Treasurer and shall review at least three qualified candidates with the Mayor for initial interviews. At least two candidates shall be sent to the Council and the Mayor for a second interview. The Council shall then recommend one applicant to the Mayor for appointment. This is new – for both Clerk & Treasure

(3) Duties. The **Treasure/Deputy Clerk** shall be responsible for the following:

(a) Perform all statutory duties assigned to the City **Treasure/Deputy Clerk** and/or as prescribed by the Mayor and Council.

(b) Prepare and attend all Finance, Insurance and Personnel Committee meetings and others as required by the Mayor and the Council, unless excused by the Mayor or the Council President in the absence of the Mayor.

(c) Maintains stewardship for financial assets and debt including overall leadership of the cash management, debt management and investment management functions of the city.

- (d) Manage the accounting system and finance functions for the city; accounts receivable, accounts payable.
- (e) Coordinates and manages financial accounting software, implementation, update and departmental training.
- (f) Manage and performs tasks related to the payroll process; benefits coordinator.
- (g) Responsible for coordinating the process for developing the City's budget and service plan. Compiling and analyzing information from city departments and other sources to develop a draft budget document for review by the Mayor, Finance, Insurance and Personnel Committee.
- (h) Review and report to the Mayor, Finance, Insurance and Personnel, and the Council the fiscal status and developments of the City and its departments, including any variations in the operation of the City budget.
- (i) Property tax administration and annual TIF certification.
- (j) Prepares and coordinates annual yearly audit.
- (k) Stay informed on county, state and federal legislation and the availability of aids, and grants, in conjunction with the City Clerk, assist in prepare and expedite of applications for said funds.

(4) In addition to the above-listed routine duties, the **Treasurer/Deputy** Clerk shall be responsible for any special limited-duration projects or duties assigned by the Mayor or the Council in the context of the annual review process per §§85-9(B).

*City of Waterloo, WI
Tuesday, February 15, 2022*

Chapter 85. Officers and Employees

§ 85-9. Appointed staff job performance reviews.

[Added 12-1-2003 by Ord. No. 2003-7; amended 9-16-2004 by Ord. No. 2004-3; 3-17-2011 by Ord. No. 2011-02]

- A. The job performance of the Clerk-DeputyTreasurer, Treasurer-Deputy Clerk, City Attorney, Police Chief, Fire Chief, Assessor, Director of Public Works, Building Inspector, Emergency Management Director, Parks Director and City Engineer shall be reviewed by the Finance, Insurance and Personnel Committee. The Finance, Insurance and Personnel Committee shall report its finding to the full Council in closed session, on as deemed necessary.
- B. In connection with the review process, the Mayor and/or Council may assign special limited-duration projects or duties for the upcoming year, as may be necessary to support the goals of the City. The performance of appointed staff in completing these projects or fulfilling these duties shall be evaluated.



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

ORDINANCE 2022-02

AN ORDINANCE AMENDING CHAPTER §85-7 OFFICERS AND EMPLOYEES & 85-9 Appointed staff job performance reviews

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

SECTION I: CHAPTER §85-7 Qualifications and duties is hereby amended as follows:

Items removed:

(4)(k) & (o) as these are no longer part of the job description.

Other changes:

(A) changed Treasurer to **Deputy Treasurer**

(2) changed Treasurer to **Deputy Treasurer**

(4) changed Treasurer to **Deputy Treasurer**

(4)(b) changed Treasurer to **Deputy Treasurer**

(4)(m) added the word '**the**' before '*annual*'

(5) changed Treasurer to **Deputy Treasurer**

F(1) reordered *Mayor, Council* and updated **Public Works and Property Committee** vs. *Board of Public Works*

Also added the word '**municipal**' before '*maintenance*' and added '**paths and parking lots**' before '*street signs*'

F(2) removed '*flushing*' as this is part of the Waterloo Utilities function, and removed the redundant '*by the council*' as this is stated in F(1)

G added the words '**Mayor or**' before '*the council*'.

CHAPTER §85-9 Appointed staff job performance reviews

(A) Updated Clerk-Treasurer to Clerk-Deputy Treasurer and added Treasurer -Deputy Clerk

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

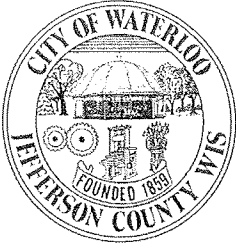
**BY ORDER OF THE CITY COUNCIL OF THE CITY OF
WATERLOO**

Mayor Jenifer Quimby

Attest:

Date Adopted: _____

Date Published: _____



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

City of Waterloo

Covid Policy 2022

The City of Waterloo considers employees health, safety, and well-being a top priority. Taking that into account the Finance, Insurance and Personnel Committee recommends that the City of Waterloo follow the Jefferson County Health Department's isolation and quarantine protocols for Covid-19. The link to the current Jefferson County Policy can be found here:

https://www.jeffersoncountywi.gov/departments/health/jefferson_county_covid-19_news_and_updates.php

Going forward it has been determined that if you have covid you may replace the doctors note with proof of a positive covid test. If it is necessary to isolate or quarantine each employee would be expected to use their sick time to cover the time off. If the employee does not have available sick time, they would be allowed to take the time without pay at no detriment to themselves. It is important to contact your supervisor as soon as you have any symptoms. Each city department will be granted the flexibility to impose more restrictive procedures as they see fit, with the approval of the Mayor. Examples of such would be closing buildings to the public based on current situation.

The information outlined above will be reviewed by the Finance, Insurance and Personnel Committee monthly to determine if further measurements should be put in place. If the Committee does wish to change any policy, they will bring a recommendation in front of the City Council.

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

revised: 3/27/2021 -- by Committee Chair

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

JANUARY <input type="checkbox"/> Review of Department Heads as needed
FEBRUARY <input type="checkbox"/> Review of potential closure of Tax Incremental District No. 4
MARCH
APRIL <input type="checkbox"/> § 53-12 Review of debt schedules & debt refunding opportunities.
MAY <input type="checkbox"/> Addressing items raised in financial audit.
JUNE <input type="checkbox"/> Mayor's Budget start date; build Council consensus for budget policy objectives; practice two-year budgeting. <input type="checkbox"/> Tax Incremental Finance Districts, review. <input type="checkbox"/> Impact Fees, review.
JULY <input type="checkbox"/> Addressing items raised in worker compensation audit. <input type="checkbox"/> Review and recommend Current Year Budget Amendment #1 (Jan. – June)
AUGUST <input type="checkbox"/> Budget deliberation.
SEPTEMBER <input type="checkbox"/> § 53-14 Updating capital improvement plan. <input type="checkbox"/> Budget deliberation.
OCTOBER <input type="checkbox"/> Initial review of calendar year insurance renewal policies. <input type="checkbox"/> Final Committee budget recommendation to full City Council. <input type="checkbox"/> 2020 Clerk/Treasurer Evaluation, review.
NOVEMBER <input type="checkbox"/> Final review of calendar year insurance renewal policies.
DECEMBER <input type="checkbox"/> WPPA Contract multi-year contract, renewal (when applicable) <input type="checkbox"/> Review and recommend Current Budget Amendment #2 (July – Dec.)