



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

**CITY OF WATERLOO COUNCIL AGENDA**  
**COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET**  
**Thursday, May 19, 2022 – 7:00 p.m.**  
**Participate Remotely Or In-Person**

Join Zoom Meeting [https://us02web.zoom.us/j/87062945841?pwd=imiBuhBEZQL8FDcqZIE\\_1UcsnyDult.1](https://us02web.zoom.us/j/87062945841?pwd=imiBuhBEZQL8FDcqZIE_1UcsnyDult.1)  
Meeting ID: 870 6294 5841 Passcode: 823668  
Dial by phone 1 312 626 6799 US (Chicago)

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:

**\*\*\*REGULARLY SCHEDULED CITY COUNCIL BUSINESS\*\*\***

- 1) MEETING MINUTES APPROVAL: May 5, 2022
- 2) CITIZEN INPUT / PUBLIC COMMENT
- 3) OLD BUSINESS
  - a) CDA
    - i) Update on 333 Portland Rd Plan
- 4) MEETING SUMMARIES (since last Council meeting)
  - a) 05/17/2022 CDA
  - b) 05/18/2022 Cable Television Regulatory Board
  - c) 05/19/2022 Finance, Insurance & Personnel Committee
- 5) CONSENT AGENDA ITEMS
  - a) April Reports of City Officials & Contract Service Providers
    - i) Parks
    - ii) Fire & Emergency Medical Services
    - iii) Building Inspections
    - iv) Public Works
    - v) Police
    - vi) Library Board
    - vii) Water & Light Utility Commission
    - viii) Watertown Humane Society
    - ix) Cable Television
- 6) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
  - a) Finance, Insurance & Personnel
    - i) March 2022 Financial Statements: General Disbursements \$590,049.03; Payroll \$74,259.92 & Clerk/Treasurer's Reports [\[see on municipal website\]](#)
  - b) Waterloo Utilities
    - i) Waterloo Utilities updates to handbook. Blue strikethrough is what the Utility Commission approved to
- 7) NEW BUSINESS
  - a) Resolution 2022-15 Temporarily exempting Jeanne Ritter from 80 hour max cap for comp time
  - b) Resolution 2022-16 Authorizing the Issuance and Sale of \$17,114,000 Taxable Combined Utility Revenue Bond Anticipation Note, Series 2022A
  - c) Status of Industrial Agreements. [NOTE: The City Council may meet in closed session per Wis. Stat. 19.85(1)]

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Upon concluding a closed session, the Committee will reconvene in open session.]

8) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

9) ADJOURNMENT

Jeanne Ritter Clerk/Deputy Treasurer

Posted & Emailed: 05/16/2022

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

**CITY OF WATERLOO COMMON COUNCIL - MEETING MINUTES: May 5, 2022**

[a digital recording of this meeting also serves as the official record]

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Quimby called the meeting to order at 7:02 p.m. Alderpersons present: A. Kuhl, C. Kuhl, Griffin, Thomas, Weihert and Petts. Alderpersons attending remotely: none. Absent: Cummings. Others attending remotely or in-person: Ryan Spoehr with the Courier; Police Chief Sorenson; Treasurer/ Deputy Clerk Tschanz, Parks Director Haberkorn, Utility Supervisor Sorenson, DPW Director Yerges; Clerk Jeanne Ritter, Eric & Laura Cotting and WLOO videographers. The pledge of allegiance was recited.
- 2) MEETING MINUTES APPROVAL: April 21, 2022 [C. Kuhl/Griffin] VOICE VOTE: Motion Carried.
- 3) CITIZEN INPUT / PUBLIC COMMENT none
- 4) COUNCIL NOTICE – PUBLISHED NOTICES
  - a) Notice to Cut or Destroy Noxious Weeds
- 5) OLD BUSINESS
- 6) MEETING SUMMARIES (since last Council meeting)
  - a) 04/25/2022 Fire Department
  - b) 04/26/2022 Library Board
  - c) 05/04/2022 Plan Commission
  - d) Public Works & Property Committee
  - e) Public Safety & Health Committee
- 7) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
  - a) Public Safety & Health
    - i) Cinco de Mayo Event May 7, 2022 Thomas recommended approval or Event application. [Thomas/Weihert] VOICE VOTE: Motion carried.
  - b) Community Development Authority
    - i) Manuesha Business Center shareable space. Possible Yoga rental. Motion to allow yoga at a fee of \$500 a year or 50% of fees whatever is more. Gabe will work with Cotting. [Weihert/Petts] ROLL CALL: Ayes A.Kuhl C.Kuhl, Griffin, Thomas, Weihert, Petts. Noes none. Motion carried.
  - c) Plan Commission
    - i) Conditional Use Application, Stacey Riege, For the Property Located At 1145/1155 Bluegrass Trail, Waterloo. The applicant is requesting a conditional use permit to allow for a two-family dwelling on the subject parcel. A conditional use permit is required for two-family dwelling in a R-2 single family residential district. The property is described as follows: Tax Parcel: #290-0813-0521-076. Also known as 1145/1155 Bluegrass Trail. Motion to approve conditional use permit on Bluegrass. [Weihert/Petts] VOICE VOTE: Motion carried.
- 8) NEW BUSINESS
- 9) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 10) ADJOURNMENT [Kuhl/Petts] VOICE VOTE: Motion carried. 7:25 pm

Attest:

Jeanne Ritter Clerk/Deputy Treasurer

## **Outreach Services Agreement**

This Outreach Services Agreement (the "Agreement") is entered into on this 18<sup>th</sup> day of May, 2022 (the "Effective Date") between the Board of Regents of the University of Wisconsin System on behalf of the University of Wisconsin-Milwaukee (hereinafter, "UWM"), and the City of Waterloo ("Client"). UWM and Client may be referred to herein individually as a "Party" and collectively as the "Parties."

### **1. Statement of Work**

UWM agrees to perform the work outlined in Exhibit A.

### **2. Fees**

Client agrees to pay UWM the sum of \$1,800 within 30 (thirty) days of receipt of invoice. Checks shall be made payable to "The University of Wisconsin-Milwaukee" and sent to the address indicated below.

### **3. Term**

The term of this Agreement shall commence on the Effective Date and shall continue through and until December 31, 2022

### **4. Notices**

Notices and/or invoices pertaining to this Agreement shall be made by U.S. mail or other delivery service, postage prepaid, and addressed to the party identified below:

#### **If to Client:**

Jeanne Ritter  
City of Waterloo  
Clerk/Deputy Treasurer  
136 N Monroe St. Waterloo WI 53594  
920-478-3025  
[jritter@waterloowi.us](mailto:jritter@waterloowi.us)

#### **If to the UWM:**

Jennifer R. Haas, Director  
Cultural Resource Management – Archaeological Research Laboratory Center  
Sabin Hall Rm 290  
PO Box 413 Milwaukee, Wisconsin 53201  
[haasjr@uwm.edu](mailto:haasjr@uwm.edu)  
(414) 251-8853

### **5. Copyrights**

The Parties acknowledge that any and all intellectual property that may be used or developed in connection with this Project shall remain the sole and exclusive property of UWM, UWM's designated intellectual property agent and/or UWM employees (as determined in accordance

with UW System and UWM policies on intellectual property). Client agrees not to copy, use, or otherwise share such intellectual property for any purpose other than that contemplated by this Agreement or as otherwise agreed in writing by UWM.

## **6. Export Controls**

Client represents and warrants that it has not provided and will not provide UWM with any information or technology that is subject to federal export control laws and/or regulations. Further, UWM retains the right to refuse to accept any information, documentation and materials from Client.

## **7. Independent Contractor**

In providing the services described in this Agreement, each Party shall be considered an independent contractor, and neither Party may act as an agent for the other party.

## **8. Insurance**

UWM warrants and represents that it is self-funded for liability as an agency of the State of Wisconsin. This protection applies to University officers, employees and agents while acting within the scope of their duties. UWM cannot extend such protection to any other person.

## **9. Project Results**

The Client understands that UWM's primary mission is education and advancement of knowledge. In the performance of this Agreement, UWM will make a good faith effort to perform all work with a high degree of professionalism. UWM MAKES NO WARRANTIES OF ANY KIND, EXPRESS, IMPLIED OR STATUTORY, INCLUDING WITHOUT LIMITATION WARRANTIES OF TITLE, NON-INFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE, AND HEREBY EXPRESSLY DISCLAIMS ANY AND ALL SUCH WARRANTIES.

## **10. Use of Name**

Neither party may use the other party's name, logo, or trademarks without its express written permission.

## **11. Termination**

Either party may terminate this Agreement with 30 days written notice to the other party. In the event Client terminates this Agreement, it agrees to pay UWM all reasonable and non-cancellable obligations incurred in the performance of the Agreement up to and including the date of written notification of termination.

## **12. Entire Agreement**

This Agreement constitutes the entire and exclusive agreement and supersedes all previous communications or agreements, either oral or written, between UWM and Client with respect to the subject matter hereof. Any modification to any provision of this Agreement must be agreed to in writing by a duly authorized representative of UWM and Client. If the Client issues a

purchase order pertaining to the Project, the terms of this Agreement shall supersede any conflicting or additional terms included in the purchase order.

### **13. Governing Law.**

This Agreement and performance hereunder shall be governed and construed in accordance with the laws of the State of Wisconsin (notwithstanding any choice of law principles). The Parties agree that all claims arising from this Agreement must be brought in a Wisconsin court of competent jurisdiction.

**IN WITNESS WHEREOF**, each Party has executed this Agreement as of the Effective Date and represents and warrants that the execution of this Agreement has been duly authorized.

#### **Client**

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Name:  
Title:  
Date:

#### **Board of Regents of the University of Wisconsin System on behalf of the University of Wisconsin-Milwaukee<sup>1</sup>**

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Name:  
Title:  
Date:

**Acknowledged by (if signed by Dean, acknowledged by project director/faculty member.  
If signed by Provost, acknowledged by Dean and the project director/faculty member.)**

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**Name:**  
**Title:**  
**Date**

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<sup>1</sup> Outreach Service Agreements for *less than* \$25,000 that use this standard form can be signed by the Deans of the various Schools/Colleges, provided the Client is not a governmental unit. OSAs \$25,000 and above or that do not use this standard form must be signed by a campus administrator with general signature authority (e.g. the Provost).

## **Exhibit A**

The proposed project consists of an approximate 0.7 acre development project.

### **Authority**

The proposed project will require permitting from the Wisconsin Department of Natural Resources, as well as permission to disturb from the Wisconsin Historical Society, necessitating compliance with Wis. Stats §44.40 and §157.70. The Wisconsin Historical Society has identified one previously recorded archaeological and burial site as coincident: 47JE0098/BJE-0162 Waterloo Mounds. Archaeological survey of the site has been requested.

### **Scope of Services**

#### Archaeological Investigations

The archaeological study will consist of archives and literature research and field investigations. The archival research will identify all previously reported archaeological sites both within the area of potential effect (i.e. all areas of proposed ground disturbing activities) and within a one mile radius of the area of potential effect (APE). The archival research will also document locales within the APE that have already been subjected to archaeological survey. Field investigations will consist of intensive Phase I archaeological survey of the APE using visual inspection and/or shovel probe testing to assess whether evidence of the site is physically present within the project area.

The Wisconsin Historical Society has reviewed the project and identified one previously identified archaeological/burial site as coincident: 47JE0098/BJE-0162 Waterloo Mounds.

### ***Reporting***

UWM-CRM will request permission to conduct subsurface testing within the boundaries of the burial site.

The results of the archaeological investigations will be documented in the WisDNR Archaeological Survey Field Report form and submitted to the WisDNR and the Wisconsin Historical Society.

The scope assumes no significant archaeological materials are encountered and does not include evaluation studies for archaeological sites.

### **Costs**

The cost for the work is a lump sum of \$1,800.00.

**Please note that the cost assumes that no significant archaeological materials will be encountered during the work. *Note: Archaeological survey requires that the ground be snow and frost-free.***



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## **PARKS COORDINATOR REPORT**

February 2022 – April 2022

### **EVENTS AND HIGHLIGHTS**

- NONE

### **ONGOING PROJECTS**

- LOWER PAVILION WORK
  - Sump Pump Installed
  - Plumbing Work Done
- FENCE PROJECT
  - Scheduled for April 4-8
    - Weather dependent
- BATHROOM RENOVATION
  - Scheduled for Spring
- DUG-OUT/PRESS BOX RENOVATIONS
  - Waiting on fencing to be completed
- PLAYGROUND EQUIPMENT
  - Phase 2 scheduled for April 4-8
  - Phase 3 scheduled for April 11-15
    - Weather dependent

### **FINISHED PROJECTS**

- NONE

### **CAROUSEL**

- RED DOOR REPLACEMENT
  - Doors are here – Waiting on Spring 2022

### **PROJECTS FOR 2022**

- LOWER PARKING LOT PAVING
  - Paving area in front of concession stand over to the Carousel
- KITCHEN RENOVATION
  - Updating Kitchen for possible rentals
- AIR CONDITION UPDATES
  - New AC at Waterloo Regional Trailhead
  - Updating AC in Park Pavilion



### **DONATION CAMPAIGNS**

- 50/50 Raffle
  - Beginning in April

### **GRANT OPPORTUNITIES**

- RESEARCHING NOW



WATERLOO FIRE & RESCUE  
900 INDUSTRIAL LANE  
WATERLOO, WISCONSIN 53594



Monday May 2<sup>nd</sup>, 2022

On Monday April 4<sup>th</sup>, 2022 we had our monthly Operators training. Training was on pump timing and driving skills. Pump timing is how long it takes to empty the tank with a handline on each engine and quint. This helps us determine if we need to hook up to hydrant or if we can have the next engine coming in hook the hydrant. The faster we get in and knock down the fire the less damage and more survivability there is for any victim. Driving skills was techniques on driving and backing in odd areas of the city.

On Monday April 11<sup>th</sup>, 2022 we had our monthly EMS training. Training was on firefighter down recovery – CPR, Airway management and anatomy of the esophagus and lungs.  
Firefighter down recovery – CPR is a certain way of doing CPR on a firefighter with all their turnout gear on. As soon as they can they start CPR with all their gear on and then without interruption taking there gear off while still giving good quality CPR.  
Airway management is where they have to maintain someone's airway with a piece of equipment.  
The anatomy of the esophagus and lungs was performed with pig lungs. We were able to use the old expired equipment for airway management to inflate the lungs and see what and how it performs to further the understanding of why this helps and why it is needed.

On Monday April 18<sup>th</sup>, 2022 we had our monthly Fire training. Training was on RIT (Rapid Intervention Teams). The RIT is for a firefighter that would go down inside a structure fire. For instance, entanglement, collapse or confused and lost. A team of 4 firefighters would go in, locate the downed firefighter and then get them out. If they need air, fill their bottle. If their mask is broke, exchange their mask. If they are unconscious, package the firefighter for removal. This could take up to twenty firefighters to remove one firefighter. We trained on mask exchange, packaging, drags, lifts, firefighter CPR, mask ups and removals.

Sincerely,

Chief Wesley Benisch  
Waterloo Fire Department  
900 Industrial Ln.  
Waterloo WI 53594  
920-478-2535  
[chief@waterloowi.us](mailto:chief@waterloowi.us)



WATERLOO FIRE & RESCUE  
900 INDUSTRIAL LANE  
WATERLOO, WISCONSIN 53594



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

**EMS Calls:**

City of Waterloo	21
Township of Waterloo	1
Township of Portland	1
Township of Milford	2
2 <sup>nd</sup> out Unit City of Waterloo	2

**Total EMS** 27

**EMS & Fire Motor Vehicle Crash Calls:**

City of Waterloo	0
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**Total MVC** 0

**Alarms:**

City of Waterloo	1
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**Fire Calls:**

City of Waterloo	1
Mutual Aid for Lake Mills	1
Mutual Aid for Watertown	2
Mutual Aid for Columbus	2
Mutual Aid for Marshall	1
Mutual Aid for Fall River	1

**Hazardous Condition:**

City of Waterloo	1
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**Weather Related Call:**

Waterloo Fire District	0
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**Service Calls:**

City of Waterloo	2
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**Rescue Calls:**

Township of Shields	1
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**Total Fire** 13

**April Total** 39

**Up to Date Call Totals**

Fire (Structure, Wild land, Motor Vehicle)	19
Rescue/EMS: BLS - 65 ALS - 28	119
Hazardous Conditions (No Fire)	3
False Alarm or Call	9
Motor Vehicle Crash	1
Service Calls	16
Rescue Calls	1
Weather Related Calls	0

**Up to Date Total** 168

**Fire Mutual Aid Given 14 Fire Mutual Aid Received 2**

**2<sup>nd</sup> Out Unit 4 EMS Mutual Aid Given 3 EMS Mutual Aid Received 2 Paramedic Intercept 5**

**Total Personnel Response: 662 (for the month): 153**

**Monthly Response Time (EMS Incidents) 122 (From 1<sup>st</sup> page to enroute times) average 4.5 min (for the month)**

**Minutes Spent Responding 96 (Enroute time to on scene time) average 3.5 min (for the month)**

**Monthly Response Time (FIRE Incidents) 73 (From 1<sup>st</sup> page to enroute times) average 5.6 min (for the month)**

**Minutes Spent Responding 76 (Enroute time to on scene time) average 5.8 min (for the month)**

## Waterloo Fire Rescue Calls per area 2022

## City of Waterloo

[illegible]

# Township of Waterloo

[illegible]

# Township of Portland

[illegible]

## Township of Shields

# Township of Milford

[illegible]



## Invoice

Page: 1

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

Invoice Number: 0085605-IN

Invoice Date: 04/30/22

Terms: Net 30 Days

Due Date: 05/30/22

Salesperson: 0000

Customer Number: 11-WATERL2

Customer P.O.:

WI - Invoicing

Fee Type	Amount Paid	Paid Date	% Due to 3rd Party	Amount Due to 3rd Party
<b>Permit # 22WTRC-0026-22-04E</b>	<b>801 West Madison Street, Waterloo, WI 53594</b>			<b>ctrical Permit - Commercial</b>
Electrical- New Building/Additon,	333.21	04/07/22	60.00	199.93
<b>22WTRC-0026-22-04E Subtotal</b>				<b>199.93</b>
<b>Permit # 22WTRC-0027-22-04E</b>	<b>801 West Madison Street, Waterloo, WI 53594</b>			<b>ctrical Permit - Commercial</b>
Electrical- New Building/Additon,	634.00	04/07/22	60.00	380.40
<b>22WTRC-0027-22-04E Subtotal</b>				<b>380.40</b>
<b>Permit # 22WTRC-0028-22-04P</b>	<b>801 West Madison Street, Waterloo, WI 53594</b>			<b>mbing Permit - Commercial</b>
Plumbing- New Building/Additior	634.00	04/07/22	60.00	380.40
<b>22WTRC-0028-22-04P Subtotal</b>				<b>380.40</b>
<b>Permit # 22WTRC-0029-22-04P</b>	<b>801 West Madison Street, Waterloo, WI 53594</b>			<b>mbing Permit - Commercial</b>
Plumbing- New Building/Additior	333.00	04/07/22	60.00	199.80
<b>22WTRC-0029-22-04P Subtotal</b>				<b>199.80</b>
<b>Permit # 22WTRC-0030-22-04B</b>	<b>360 McKay Way, Waterloo, WI 53594</b>			<b>Fence</b>
Other Fee- Residential	50.00	04/20/22	60.00	30.00
<b>22WTRC-0030-22-04B Subtotal</b>				<b>30.00</b>
<b>Permit # 22WTRC-0031-22-40S</b>	<b>320 Jefferson Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
Plumbing- Replacement & Misc.	50.00	04/27/22	60.00	30.00
<b>22WTRC-0031-22-40S Subtotal</b>				<b>30.00</b>
<b>Permit # 22WTRC-0032-22-405</b>	<b>408 Pierce Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
Plumbing- Replacement & Misc.	50.00	04/27/22	60.00	30.00
<b>22WTRC-0032-22-405 Subtotal</b>				<b>30.00</b>
<b>Permit # 22WTRC-0033-22-40S</b>	<b>323 Jefferson Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
Plumbing- Replacement & Misc.	50.00	04/28/22	60.00	30.00
<b>22WTRC-0033-22-40S Subtotal</b>				<b>30.00</b>

WI - Invoicing

Please remit to: SAFEbuilt, LLC Lockbox# 88135  
P.O. Box 88135, Chicago, IL, 60680-1135

Net Invoice:	1,280.53
Freight:	0.00
Sales Tax:	0.00
<b>Invoice Total:</b>	<b>1,280.53</b>



CITY OF WATERLOO

Invoice Number: 0085605-IN

Invoice Date: 04/30/22

Page: 2

Fee Type	Amount Paid	Paid Date	% Due to 3rd Party	Amount Due to 3rd Party
<b>Summary</b> <i>Fee Type</i>				
<b>ItemCode</b>	<b>Description</b>	<b>Amount</b>		
/PERMITS	Building Permits	1,280.53		
<b>Total</b>		<b>1,280.53</b>		

Please remit to: SAFEbuilt, LLC Lockbox# 88135  
P.O. Box 88135, Chicago, IL, 60680-1135

Net Invoice:	1,280.53
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<b>Invoice Total:</b>	<b>1,280.53</b>



# Machinery and Equipment Maintenance

2022DPW

APRIL

		Mileage / Hours		TTI Fuel	GPH
DPW Equipment		Start	End	Total	
End loader	544	4128	4143	15	0.46
John Deere Tractor	2555	4813	4820	7	#DIV/0!
Wood Chipper	CHIPPER	3013	3041	28	0.50
John Deere Lawn Tractor	1025R	219	221	2	0.04
John Deere	X750	0.2	0.2	0	0.04
John Deere	X750-1	0.8	0.8	0	0.04
Wacker Roller	ROLLER	421	426	5	#DIV/0!
2010 International Truck	#1	24327	24365	38	#DIV/0!
2020 International Truck	#2	5551	5554	3	#DIV/0!
	#3	0	0	0	#DIV/0!
2017 Chevrolet Truck	#4	50226	50608	382	6.53
2018 Freightliner Truck	#5	11873	11874	1	#DIV/0!
2006 Elgin Pelican Street Sweeper	SEEEPER	NA	NA	#####	#VALUE!
2011 Ford F-550 Truck	#6	41600	41934	334	5.57
2015 Freightliner Truck	#7	14254	14440	186	#DIV/0!
BOBCAT	595	749	776	27	#DIV/0!



# MONTHLY TIME REPORT

2022

APRIL

JOB	DPW	Chad	Ryan	Chris	Travis
Police Adm		0	0	0	0
Fire Dept		0	0	0	0
Mach/Equip		0	38	5	8
Garage/Shed		17	5	33	36
Meeting/Seminars		7	2	1	0
Street Repair/Maintenance		41	24	13	22
Street Cleaning		0	21	1	0
Snow & Ice	Reg Hrs	2	1	2	0
	OT Hrs	0	0	0	0
Storm Sewer		2	2	1	1
Traffic Control		0	0	0	0
Bridges/Culvers		0	0	0	0
Tree/Brush		7	30	12	44
Refuse Collection		17	7	18	9
Sanitary Sewer		0	0	0	0
Insect Control		0	0	0	0
Animal Control		0	0	0	0
Cemetary		0	1	0	0
Library		0	16	0	1
Firemans Park		36.5	7	33	20
Other Parks		10	2	6	2
Trail Head		11	0	4	0
Celeb/Enter		0	0	0	0
Weed Control		0	0	0	0
Vac/Holiday/SL		20.5	12	39	25

# WATERLOO POLICE DEPARTMENT OFFICER'S DAILY -MARCH

Patrol:	629.75
Investigative:	110.30
Radar:	66.00
Court:	4.00

Office:	307.55
Special:	3.00
School/Training:	14.75
On Call:	0

Total Hours Worked: 1733.35

## COMPLAINTS

Family:	2
Off Road Vehicles:	0
Vandalism:	0
Minor Theft - \$500:	0
Major Theft + \$500:	1
Burglary:	0
Doors Found Open:	2
Animal Case:	1
Late Bar Closings:	0
Alarms:	0
Loud Music/Parties:	0
Tavern Complaints:	0
Prowler Complaints:	2
Battery to Person:	0
Domestic Abuse:	1
Sexual Assault:	1
Runaways:	0
Worthless Checks:	0
All Other Complaints:	92
<b>TOTAL COMPLAINTS:</b>	<b>165</b>

## ACCIDENTS

More than \$1,000:	4
Less than \$1,000:	7
Pedestrian Accidents:	0
Bicycle Accidents:	0
Number Injured:	2
Number Killed:	0
<b>TOTAL ACCIDENTS:</b>	<b>14</b>

## ASSISTS

Assist Jefferson County:	0
Assist Dodge County:	4
Assist Dane County:	5
Assist Marshall PD:	2
Assist Fire/Rescue:	23
Assist Other Agencies:	5
Assist Public:	339
Assist With Escort:	0
Assist All Others:	10
<b>TOTAL ASSISTS:</b>	<b>478</b>

## MISCELLANEOUS

Personal Contacts:	
Investigations/Follow-up:	147
Traffic Control:	5
Radar Operations:	131
Special Assignment:	04
Speech/Presentation:	0
Serve Papers:	0
Other Miscellaneous:	1
<b>TOTAL:</b>	<b>464</b>

## INQUIRIES/CHECKS

Registration Checks:	1416
D.L. Checks:	773
NCIC/CIB/VIN Checks:	9
Check Welfare:	8
<b>TOTAL INQUIRIES:</b>	<b>3130</b>

## Warnings

## Arrests

Speeding:	8	0
Too Fast For Conditions:	0	0
Inattentive Driving:	0	0
Failure to Yield:	0	0
Stop Sign Violation:	8	4
Illegal Passing:	0	0
No Driver's License:	2	10
Illegal Parking:	5	12
Left of Highway:	0	0
Drunk Driving:	0	3
Unregistered Vehicle:	5	2
Driving While Sus/Rev:	0	3
Hit And Run:	0	1
Off Road Vehicle:	0	0
Power Display:	0	0
Equipment:	32	0
Illegal "U" Turn:	2	0
Following Too Close:	0	0
Seatbelt Violation:	0	0
<b>ALL OTHER TRAFFIC:</b>	<b>19</b>	<b>7</b>
<b>TOTAL</b>	<b>121</b>	<b>89</b>

Disorderly Conduct:	0	0
Underage Alcohol:	0	0
Warrants:	0	7
Theft:	0	0
Trespassing:	0	0
Burglary/Break & Enter:	0	0
Vandalism:	0	0
<b>ALL OTHER MIS/CRIM:</b>	<b>6</b>	<b>0</b>
<b>TOTALS:</b>	<b>6</b>	<b>7</b>

# Waterloo Police Department Fleet Maintenance Report

VIN	1FM5K8ABOLGB67	For Period	4/1-4/30
Year	2017	Fuel Cost	\$687.08
Vehicle Description		Miles per gallon	10.79

Date	Fuel	Fuel Cost	Mileage	Maintenance Items	Main. Cost	Officer
4/1/2022	7.071	\$26.86	56707			14
4/2/2022	7.95	\$29.41	56792			14
4/6/2022	9.379	\$34.41	56896			8
4/7/2022	9.285	\$34.28	56987			5
4/11/2022	8.229	\$30.44	57300			14
4/12/2022	7.125	\$26.36	57360			15
4/14/2022	11.103	\$41.07	57453			5
4/15/2022	9.516	\$36.15	57553			5
4/16/2022	10.236	\$38.89	57655			5
4/17/2022	9.899	\$37.61	57751			5
4/18/2022	7.767	\$29.51	57486			5
4/19/2022	7.927	\$30.11	57922			14
4/21/2022	11.11	\$42.20	58055			7
4/22/2022	8.923	\$33.80	58148			5
4/23/2022	9.289	\$35.29	58224			5
4/24/2022	8.152	\$30.97	58301			5
4/25/2022	6.549	\$24.88	58360			5
4/26/2022	9.475	\$36.00	58443			10
4/28/2022	6.417	\$24.19	58505			12
4/29/2022	8.834	\$33.03	58598			8
4/30/2022	8.389	\$31.62	58678			12
	182.623	\$687.08				



# Waterloo Police Department Fleet Maintenance Report

VIN	1FM5K8AR4FGC0773
Year	2021
Vehicle Description	Ford Edge Utility
For Period	4/1-4/30/2022
Fuel Cost	\$241.66
Miles per gallon	12.20

Date	Fuel	Fuel Cost	Mileage	Maintenance Items	Main. Cost	Officer
4/3/2022	8.149	\$30.14	5638			15
4/5/2022	8.32	\$31.20	5729			8
4/6/2022	8.031	\$29.71	5864			5
4/11/2022	9.04	\$33.44	5972			15
4/14/2022	8.747	\$33.23	6093			15
4/21/2022	7.679	\$29.17	6254			15
4/26/2022	4.869	\$18.35	6314			12
4/29/2022	9.664	\$36.42	6425			12
	64.499	\$241.66				

[illegible]

Date	Fuel	Fuel Cost	Mileage	Maintenance Items	Main. Cost	Officer

## Activity Log List

Page: 1

## Report Criteria:

Start Date	End Date	Title	Officer
04/01/2022	04/30/2022		ALL

Title	Notes	Date	Time	Officer
Traffic stop	Officer conducted a traffic stop, citation issued.	04/04/2022	13:50:00	
Info report		04/05/2022	07:58:00	
Custody issue	Officer assisted with a custody issue with two parents.	04/07/2022	08:17:00	
Traffic stop	Officer conducted a traffic stop, citation issued.	04/07/2022	10:19:00	
Accident	Officer assisted with a report of a traffic accident.	04/07/2022	11:22:00	
Arrest	Officer's assisted with a warrant arrest for another department.	04/08/2022	09:10:00	
Warrant pick up	Officer's arrested subject for a warrant with another agency.	04/08/2022	10:22:00	
Disturbance	Officer requested to assist with a disturbance	04/11/2022	08:27:00	
Hit and run		04/11/2022	09:49:00	
Traffic stop	Officer conducted a traffic stop, citations were issued.	04/11/2022	12:34:00	
Traffic stop	Officer conducted a traffic stop, citation issued.	04/13/2022	09:00:00	
Hit and run		04/13/2022	11:13:00	
hit and run	Officer took a report of a hit and run, no suspect at this time.	04/13/2022	14:46:00	
UNDERAGE TOBACCO	Officer took a report of a minor with a vape pen.	04/14/2022	15:03:00	
Traffic stop	Officer conducted a traffic stop, citations issued	04/17/2022	13:09:00	
	Officer performed a traffic stop, citation issued.	04/17/2022	13:36:00	
Drug investigation	Officer is currently in the process of investigating a drug case.	04/17/2022	14:07:00	
TRAFFIC STOP	Officer conducted a traffic stop, citation issued.	04/18/2022	08:23:00	
Assist	Officer assisted a citizen who was in need of HS assistance	04/19/2022	11:01:00	
Traffic stop	Officer performed a traffic stop, citation issued.	04/19/2022	13:46:00	
Assist	Officer requested to assist Marshall with a warrant arrest.	04/20/2022	09:27:00	
Theft	Officer is investigation theft of scrap metal, investigation ongoing.	04/20/2022	14:06:00	
Traffic stop	Officer conducted a traffic stop, citation issued.	04/21/2022	10:04:00	
Citation	Officer conducted a traffic stop and citation was issued.	04/21/2022	10:19:00	
Traffic stop	Officer conducted a traffic stop, citation issued	04/22/2022	09:36:00	
Traffic stop	Officer performed a traffic stop, citation issue.	04/25/2022	11:40:00	
Traffic stop	Officer conducted a traffic stop, citations issued.	04/25/2022	15:08:00	
Assist	Officer assisted with a custody dispute and a report was taken.	04/25/2022	15:45:00	
Accident	Officer assisted with a report of an accident where there was damage to another parties vehicle.	04/26/2022	08:20:00	



## Monthly Incident Comparison Report

Page: 1

## Report Criteria:

Current Month: 4/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
No Category						
	Assist Watertown Police Department	0	1	1	0	0
	Assist citizen	0	1	1	0	0
	Blank Description	0	0	0	0	2
	assist human services	0	1	1	0	0
	<b>Total for No Category:</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>2</b>
ASSIST						
	Assist Business	0	0	1	0	1
	Assist Citizen	2	3	6	2	33
	Assist Dane County Sheriff	0	0	1	0	3
	Assist Dodge County Sheriff	0	1	5	1	14
	Assist Jefferson County Sheriff	0	0	2	1	8
	Assist Marshall PD	2	1	6	1	19
	Assist Motorist	0	0	1	0	0
	Assist Public Works	0	0	0	0	1
	Assist Social Services	1	3	7	0	16
	Assist Watertown PD	0	0	0	0	2
	Assist/School District	0	0	0	0	3
	Civil Dispute	0	0	0	0	2
	Custody for Other Department	0	0	0	2	4
	EMS Calls	0	1	1	0	2
	Fire Calls	0	0	1	0	1
	Neighbor Problems	0	0	0	1	1
	Other Mutual Aid Assists	0	0	1	0	3
	Probation/Parole Check Ins	0	0	0	0	1
	<b>Total for ASSIST:</b>	<b>5</b>	<b>9</b>	<b>32</b>	<b>8</b>	<b>114</b>
CRIMINAL						
	Abuse of Elderly/Vulnerable	0	0	1	0	1
	Bail Jumping/Escapes	0	1	2	0	1
	Battery to Police Officer/Fireman	0	0	1	0	1
	Burglary - Attempted Residential	0	0	0	0	3
	Burglary - Non-Residential/Forced	0	0	0	0	0
	Burglary - Residential/Forced	0	0	0	0	2
	Burglary - Residential/No Force	0	0	0	0	1
	Computer Crimes	1	0	1	0	1
	Criminal Damage To Property/vandalism	0	1	2	0	8
	Disorderly Conduct - All Other	0	1	3	0	9
	Disorderly Conduct - Fight, Disturbance	0	1	1	0	4
	Domestic Disturbance	0	2	3	0	13
	Domestic Offense - Child Abuse/Neglect	0	0	0	0	1
	Domestic Offense - Spousal Abuse/Fights	0	0	0	0	1



## Monthly Incident Comparison Report

Page: 2

## Report Criteria:

Current Month: 4/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
CRIMINAL						
	Drug Investigations	0	1	3	0	4
	Drug Paraphernalia Possession	0	0	0	0	3
	Drug Possession	0	0	1	0	7
	Fraud	0	1	3	0	7
	Harassment - Harassing Telephone Calls	0	0	0	0	3
	Harassment - Stalking	0	0	0	0	1
	Harassment - Threats	1	0	2	2	4
	Indecent Language/Conduct	0	0	0	0	1
	Interfere with Child Custody	1	0	1	0	1
	Obstruct/Resist Police Officer	0	1	1	0	0
	Operate Vehicle Without Owner's Consent	0	0	0	0	1
	Other Sex Offenses	0	1	2	0	6
	Probation Hold	0	0	0	0	1
	Probation/Parole Violation	0	0	1	0	1
	Robbery - Armed	0	0	0	0	1
	Simple Battery	0	0	0	1	4
	Suicide - Attempts/Threats	0	1	1	0	1
	Theft - All Other	1	4	8	1	20
	Theft - Bicycles	0	0	0	0	1
	Theft - From Building	0	0	1	0	2
	Theft - From a Motor Vehicle	0	0	0	0	5
	Theft - Motor Vehicle Parts/Accessories	0	0	1	0	6
	Theft - Retail/Shoplifting	0	0	1	0	4
	Theft of Library Materials	0	0	0	0	1
	Trespassing	0	0	0	0	1
	<b>Total for CRIMINAL:</b>	<b>4</b>	<b>15</b>	<b>40</b>	<b>4</b>	<b>132</b>
ORDINANCE						
	Abandoned Property/Vehicle Violation	0	0	0	0	3
	All-Terrain Vehicle Violation	0	0	0	1	3
	Animal Bite	0	0	1	0	9
	Animal Noise Complaint	0	0	0	0	1
	Animal Running at Large	0	0	0	0	2
	Burning Violation	0	0	1	0	0
	Disturbance	1	1	2	0	11
	Fireworks Violation	0	0	0	0	2
	Harassment	0	0	0	0	2
	Littering Violation	0	0	0	0	2
	Municipal Code Violation	0	0	0	0	2
	Possession of Tobacco by Minor	1	0	1	0	10
	Public Nuisance Violations	0	0	0	0	1

## Monthly Incident Comparison Report

Page: 3

## Report Criteria:

Current Month: 4/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
ORDINANCE						
	Truancy	0	3	5	0	1
	Under Age Drinking - Adult (18-21)	0	1	1	0	4
	Under Age Drinking - Minor (Under 18)	0	0	0	0	1
	<b>Total for ORDINANCE:</b>	<b>2</b>	<b>5</b>	<b>11</b>	<b>1</b>	<b>54</b>
Other						
	Investigation/Take Report	0	0	0	0	3
	Other Animal Calls - Dead, Etc.	0	0	1	1	4
	Receive Information	3	3	13	2	14
	<b>Total for Other:</b>	<b>3</b>	<b>3</b>	<b>14</b>	<b>3</b>	<b>21</b>
SERVICE						
	Death Investigation	0	0	1	0	7
	Emergency Detention/Detoxification	0	1	1	0	0
	Found Items/Property	0	1	1	0	2
	Lost Items/Property	0	0	0	0	1
	Missing Adult	0	0	1	0	1
	Missing Juvenile	0	0	0	0	3
	Other Service	0	0	0	0	2
	Protective Custody/Placement	0	0	0	0	1
	Suspicious Person/Activity, Prowler	0	0	0	1	3
	Suspicious Vehicle	1	0	1	0	0
	Transport	0	0	0	0	1
	Uncontrollable Juvenile	0	0	0	0	2
	Warrant Pickup - Other Agency	3	0	4	1	7
	Warrant Pickup - Waterloo	0	0	0	0	1
	Welfare Check	0	1	3	1	17
	<b>Total for SERVICE:</b>	<b>4</b>	<b>3</b>	<b>12</b>	<b>3</b>	<b>48</b>
TRAFFIC						
	Disobey Sign/Marker	0	0	0	1	1
	Driver's License Violations (Ex OAS/OAR)	1	4	8	1	13
	Driving Complaint	0	0	0	0	1
	Eluding Police Officer	0	0	0	0	2
	Illegal Turns	0	0	2	0	4
	Inattentive Driving	0	0	0	0	1
	Lane Violations - Left of Center, Etc.	0	0	1	0	0
	License/Permit Violation	3	1	4	0	3
	Miscellaneous Rules Violation	0	0	0	0	1
	Motor Vehicle Carrier Violation	0	0	0	0	1
	Motor Vehicle Insurance Violation	2	0	2	3	16
	Motorcycle Violation	0	0	0	0	1
	OAS/OAR/Other License Violations	6	1	19	7	52

## Monthly Incident Comparison Report

Page: 4

## Report Criteria:

Current Month: 4/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
TRAFFIC						
	Open Intoxicants - Driver	0	0	2	0	0
	Operate Motor Vehicle While Intoxicated	2	0	6	0	14
	Other Traffic Violations	0	0	0	1	12
	Power Display/Squeal Tires	0	0	1	0	0
	Registration/Title Violation	0	0	0	3	12
	Required Stop Violation - RR, Etc.	0	0	0	1	1
	Seatbelt Violation	0	0	0	2	2
	Speeding - School Zone	0	0	0	0	1
	Speeding Violation	1	0	5	6	37
	Stop Sign/Signal Violation	3	0	8	1	15
	Tow Vehicle	0	0	1	0	1
	Traffic Accident - Hit and Run (Damage)	4	0	4	1	7
	Traffic Accident - Hit and Run (Injury)	0	0	0	1	1
	Traffic Accident - Non-Reportable	0	0	2	0	5
	Traffic Accident - Personal Injury	0	0	0	0	6
	Traffic Accident - Property Damage	5	3	11	0	19
	Vehicle Equipment Violation - Lights	0	0	1	0	3

Monthly Incident Comparison Report

Report Criteria:

Current Month: 4/2022

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
TRAFFIC						
	Vehicle in Ditch/Off Road	0	0	0	0	0
	Warning - 5 Day Equipment Violation	0	0	0	2	2
	<b>Total for TRAFFIC:</b>	<b>27</b>	<b>9</b>	<b>77</b>	<b>30</b>	<b>234</b>
	<b>Grand Totals:</b>	<b>45</b>	<b>47</b>	<b>189</b>	<b>49</b>	<b>605</b>

## Court Calendar Report

Page: 1

## Report Criteria:

Start Date	End Date	Officer	Court Type
04/01/2022	04/30/2022	ALL	ALL

  

Court Date	Name	Ticket	Officer/Court Type
04/19/22	[REDACTED]	[REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	[REDACTED]	[REDACTED]
Charge	Description	Fine	Collected
247-2	TRUANCY	\$55.00	\$0.00

  

04/19/22	[REDACTED]	[REDACTED]	[REDACTED]
10:45 AM	[REDACTED]	[REDACTED]	[REDACTED]
Charge	Description	Fine	Collected
247-2	TRUANCY	\$55.00	\$0.00

  

04/19/22	BETZAYDA VASQUEZ,RIZO	DOB: 09/15/01	No: T-BH526655-3
11:00 AM	83 HARRISON PLACE	Age: 20	Issued: 03/14/22
	FOND DU LAC WI, 54935		
Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN			
Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

  

04/19/22	BETZAYDA VASQUEZ,RIZO	DOB: 09/15/01	No: T-BH526656-4
11:00 AM	83 HARRISON PLACE	Age: 20	Issued: 03/14/22
	FOND DU LAC WI, 54935		
Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN			
Charge	Description	Fine	Collected
344.62(2)	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	\$10.00	\$0.00

  

04/19/22	JIMENEZ REYES,FRANCISCO	DOB: 07/14/98	No: T-BH526768-4
11:00 AM	5401 W OKLAHOMA AVE	Age: 23	Issued: 03/22/22
	MILWAUKEE WI, 53219		
Comments: OFFICER: BADGE #: 11, NAME: DAVID N WARNER			
Charge	Description	Fine	Collected
346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30	\$0.00

  

04/19/22	REYNA,DANTAE,*NMI*	DOB: 08/09/02	No: C-1F80DJJ8XK
11:00 AM	1120 LUM AVE APT #6	Age: 19	Issued: 02/20/22
	WATERLOO WI, 53594	Inc #: 22-000083	
Comments: OFFICER: BADGE #: 11, NAME: DAVID N WARNER			
Charge	Description	Fine	Collected
278-1-947.01	DISORDERLY CONDUCT	\$263.50	\$0.00

## Court Calendar Report

Page: 2

## Report Criteria:

Start Date	End Date	Officer	Court Type
04/01/2022	04/30/2022	ALL	ALL

Court Date	Name	DOB:	Ticket	Officer/Court Type
04/19/22	BLANDON ESTRADA,BELINDA	06/09/89	No: T-BH526653-1	COFFREN,JARED
11:00 AM	819 LUM AVENUE APT 2	Age: 32	Issued: 03/12/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000114	
		Charge	Description	Fine Collected
		343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50 \$0.00

04/19/22	BLANDON ESTRADA,BELINDA	DOB:	No: T-BH526654-2	COFFREN,JARED
11:00 AM	819 LUM AVENUE APT 2	Age: 32	Issued: 03/12/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000114	
		Charge	Description	Fine Collected
		344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50 \$0.00

04/19/22	BROWER,GABRIEL,JOASH	DOB:	No: T-BH526761-4	COFFREN,JARED
11:00 AM	1312 RIVER DR	Age: 20	Issued: 02/23/22	JEFFERSON CO CIRCUIT CT
	WATERTOWN WI, 53094		Inc #: 22-000090	
		Charge	Description	Fine Collected
		346.46(1)	Fail/Stop at Stop Sign	\$175.30 \$0.00

04/19/22	CARRUSCO MAITINEZ,MICHELL,ORIANA	DOB:	No: T-BH526651-6	BURNS,RANDY
11:00 AM	5000 CAMDEN RD	Age: 23	Issued: 02/23/22	JEFFERSON CO CIRCUIT CT
	MADISON WI, 53716		Inc #: 22-000091	
		Charge	Description	Fine Collected
		343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50 \$0.00

04/19/22	GARZA,BERNARDO,TENEYUQUE	DOB:	No: T-BH526762-5	WARNER,DAVID,N
11:00 AM	224 STREATOR LN	Age: 50	Issued: 02/27/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000093	
		Charge	Description	Fine Collected
		346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30 \$0.00

04/19/22	GOMEZ DELGODO,MATIAS	DOB:	No: T-BH526764-0	WARNER,DAVID,N
11:00 AM	112 1/2 EAST MADISON ST	Age: 42	Issued: 03/06/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000108	
		Charge	Description	Fine Collected
		343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50 \$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
04/01/2022	04/30/2022	ALL	ALL

Court Date	Name		Ticket	Officer/Court Type
04/19/22	GOMEZ DELGODO,MATIAS	DOB: 01/20/80	No: T-BH526765-1	WARNER,DAVID,N
11:00 AM	112 1/2 EAST MADISON ST	Age: 42	Issued: 03/06/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000108	
	Charge	Description	Fine	Collected
	344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50	\$0.00

04/19/22	MARADIAGA,FREDDY	DOB: 09/06/86	No: T-BH526652-0	BURNS,RANDY
11:00 AM	460 W PORTER ST #1	Age: 35	Issued: 03/11/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000113	
	Charge	Description	Fine	Collected
	343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

04/19/22	MARTINEZ ESPINALES,GLEYSI,MUSSIEL	DOB: 12/23/95	No: T-BH526766-2	COFFREN,JARED
11:00 AM	347 CRESTVIEW DRIVE	Age: 26	Issued: 03/10/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000111	
	Charge	Description	Fine	Collected
	343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

04/19/22	MARTINEZ ESPINALES,GLEYSI,MUSSIEL	DOB: 12/23/95	No: T-BH526767-3	COFFREN,JARED
11:00 AM	347 CRESTVIEW DRIVE	Age: 26	Issued: 03/10/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000111	
	Charge	Description	Fine	Collected
	346.57(2)	FAILURE TO KEEP VEHICLE UNDER CONTROL	\$213.10	\$0.00

04/19/22	MC LAUGHLIN,GREGORY,WALLACE	DOB: 03/01/70	No: T-BH526763-6	WARNER,DAVID,N
11:00 AM	310 BRADFORD DR	Age: 51	Issued: 02/27/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000094	
	Charge	Description	Fine	Collected
	346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30	\$0.00

04/19/22	ORTEGA MORALES,MATIANA	DOB: 09/21/85	No: T-BH526659-0	COFFREN,JARED
11:00 AM	821 LUM AVE # 4	Age: 36	Issued: 03/18/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000122	
	Charge	Description	Fine	Collected
	343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

**Court Calendar Report**

**Report Criteria:**

Start Date	End Date	Officer	Court Type
04/01/2022	04/30/2022	ALL	ALL

Court Date	Name	DOB:	Ticket	Officer/Court Type
04/19/22	ORTEGA MORALES,MATIANA	DOB: 09/21/85	No: T-BH526660-1	COFFREN,JARED
11:00 AM	821 LUM AVE # 4	Age: 36	Issued: 03/18/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000122	
		Charge	Description	Fine Collected
		344.62(2)	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	\$10.00 \$0.00

04/19/22	PINEDA,MERCEDES	DOB: 11/25/96	No: C-1F80DJJ8XM	BOLLIG,RANDY,P
11:00 AM	622 KNOWLTON ST APT 5	Age: 25	Issued: 02/27/22	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 22-000095	
		Charge	Description	Fine Collected
		278-4(D)(1)	POSSESSION OF DRUG PARAPHERNALIA	\$200.50 \$0.00

04/19/22	ROCHA,YOSARIS,M	DOB: 12/02/02	No: C-1F80DJJ8ZR	BURNS,RANDY
11:00 AM	291 N FRATERNITY APT#317	Age: 19	Issued: 03/27/22	JEFFERSON CO CIRCUIT CT
	WHITEWATER WI, 53190		Inc #: 22-000139	
		Charge	Description	Fine Collected
		125.07(4)(B)	UNDERAGE DRINKING-POSSESS-17-20	\$263.50 \$0.00

04/19/22	TIPTON,MARICA,S	DOB: 05/18/74	No: T-BH526661-2	COFFREN,JARED
11:00 AM	2125 DERRIN LN	Age: 47	Issued: 03/19/22	JEFFERSON CO CIRCUIT CT
	BROOKFIELD WI, 53045		Inc #: 22-000127	
		Charge	Description	Fine Collected
		341.03(1)	OPERATE AFTER REV/SUSP OF REGISTRATION	\$175.30 \$0.00

04/19/22	VASQUEZ RIZO,BETZAYDA	DOB: 09/15/01	No: T-BH526657-5	COFFREN,JARED
11:00 AM	83 HARRISON PLACE	Age: 20	Issued: 03/14/22	JEFFERSON CO CIRCUIT CT
	FOND DU LAC WI, 54935		Inc #: 22-000117	
		Charge	Description	Fine Collected
		343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50 \$0.00

04/19/22	VASQUEZ RIZO,BETZAYDA	DOB: 09/15/01	No: T-BH526658-6	COFFREN,JARED
11:00 AM	83 HARRISON PLACE	Age: 20	Issued: 03/14/22	JEFFERSON CO CIRCUIT CT
	FOND DU LAC WI, 54935		Inc #: 22-000117	
		Charge	Description	Fine Collected
		344.62(2)	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	\$10.00 \$0.00

**Ticket Count: 24**

**Total Fines: \$3962.10**  
**Total Payments: \$0.00**  
**Total Due: \$3962.10**



Date Processed	Case Number	Citation/Judgment Number	Transaction Cost	TransactionType
4/29/2022	28AT0521210005			Satisfy
4/19/2022	28AT1210210002		\$0.00	Satisfy
Report Totals for 04/01/2022 - 04/30/2022 reporting period:				

APRIL MONTHLY STATISTICS			JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Library Card Holders	2021		2468	2477	2496	2499	2482	2519	2533	2539	2561	2544	2464	2397
	2022		2400	2410	2420	2432								
	% of Change		-2.76%	-2.70%	-3.04%	-2.68%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Checkouts (Circulation)	2021		3263	3312	3601	3425	3352	4483	4826	3764	3475	3499	3245	3194
	2022		3920	3624	4192	3486								
	% of Change		20.13%	9.42%	16.41%	1.78%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
eBook/Audio Checkouts (Circulation)	2021		593	607	585	536	562	498	573	665	591	655	568	627
	2022		663	711	705	669								
	% of Change		11.80%	17.13%	20.51%	24.81%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Library Visits	2021		1396	1259	1539	1125	747	1236	1799	1685	1491	850	1422	1497
	2022		1462	1584	1820	1710								
	% of Change		4.73%	25.81%	18.26%	52.00%	100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Meeting Room Use	2021		1	0	6	5	8	9	3	6	7	2	10	8
	2022		10	10	8	8								
	% of Change		900.00%	900.00%	33.33%	60.00%	100.00%	100.00%	100.00%	100.00%	-100.00%	-100.00%	100.00%	-100.00%
Public Computer Use	2021		74	92	117	86	87	69	64	70	72	80	84	40
	2022		60	73	74	61								
	% of Change		-18.92%	-20.65%	-36.75%	-29.07%	100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
WiFi Use	2021		139	166	147	161	154	171	166	159	195	173	182	185
	2022		174	189	206	210								
	% of Change		25.18%	13.86%	40.14%	30.43%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Outreach to local residents -Checkouts	2021		122	88	96	91	111	109	69	92	142	88	86	133
	2022		114	90	132	89								
	% of Change		-6.56%	2.27%	37.50%	-2.20%	100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
PROGRAMS *2022 #'s will include In-Person and Passive programs														
Adult Number of Programs	2021		4	6	4	4	3	6	5	5	6	11	19	11
	2022		21	19	18	18								
	% of Change		425.00%	216.67%	350.00%	350.00%	-100.00%	-100.00%	100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Adult Attendance	2021		46	44	34	25	28	130	35	77	28	112	107	51
	2022		193	114	117	139								
	% of Change		319.57%	159.09%	244.12%	456.00%	-100.00%	-100.00%	100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Teen (12-18) Number of programs	2021		1	1	1	1	1	8	10	0	1	1	1	1
	2022		3	2	2	2								
	% of Change		200.00%	100.00%	100.00%	100.00%	100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!	-100.00%	-100.00%	-100.00%
Attendance	2021		20											

### **Regular meeting of the Waterloo Water & Light Commission held May 3, 2022**

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

### **Minutes**

It was moved by Schumann, seconded by Wallace, to approve the minutes of the April 5, 2022 meeting. Motion carried.

### **Expenditures**

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

### **Citizen Input**

None.

### **1Qtr Financials**

Joy reviewed 1<sup>st</sup> quarter financials.

### **AMI and Disconnections**

Kait updated the Commission on AMI meters and disconnections.

### **Electric GIS**

It was moved by Thomas, seconded by Wallace, to approve the quote from Forster Engineering for Electric GIS Phase 1 in the amount of \$12,000. Motion carried.

### **WWTP Interim Financing**

It was moved by Wallace, seconded by Schumann, to recommend to the City approving the Huntington Bank interim financing offer. Motion carried. Motion by Schumann, seconded by Thomas, to recommend to the City that Ehlers hold the WWTP Construction Account. Motion carried. Motion by Schumann, seconded by Wallace, to recommend to the City to have Ehler's invest the funds in the Construction Account. Motion carried.

### **Employee Handbook**

It was moved by Thomas, seconded by Schumann, to move to closed session. It was moved by Thomas, seconded by Bergan, to return to open session. It was moved by Schumann, seconded by Wallace, to recommend the draft changes be forwarded by City Council. Motion carried.

### **General Info**

Barry discussed the status of the Industrial Contracts.

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

Respectfully submitted,  
Tim Thomas  
Secretary

List of Bills

APG of Southern Wisconsin	36.29	Payroll	51,616.70
AquaFix	550.00	Portland Sanitary District	10,558.29
Axley Brynelson LLP	706.00	Resco	2,333.48
Berryman Equipment	58.19	SEERA	1,334.16
Border States	875.03	The Cutting Edge	625.00
BP Credit Card Center	1,896.88	Town & Country Engineering	101,423.75
City of Waterloo Treasurer	45,892.75	USA Blue Book	15.99
Charter Communications	244.96	Universal Recycling Technologies	436.12
DOA	12,053.58	United Liquid Waste Recycling	1,298.58
F&M Bank	176.24	US Cellular	250.75
The Expeditors Inc	2,100.00	Unifirst Corp	418.29
Frontier	386.68	UPS	74.18
GFC Leasing	94.00	Visa	3,384.48
Hawkins	7,520.90	Watson ACE Hardware	104.66
Howie's Hardware	1,359.31	Waterloo Building Center	62.50
Infosend	897.61	Waterloo Utilities	13,728.63
Irby	940.00	WE Energies	1,806.06
Jefferson County Register of Deeds	37.50	Wesco Distribution Inc	21,119.10
LaForce	150.00	Wisconsin Dept. of Revenue	3,925.27
Midwest Meter	63,172.37	Wisconsin State Lab	26.00
Payment Service Network	12.95	WPPI Energy	239,547.66
Pig	17.94		

Total Disbursements \$593,268.83

**Checking Account #102-613:**

Balance 3/31/22	\$46,594.43
Transfer	350,000.00
Disbursements	(353,531.98)
Interest	5.15
Service Charge	(19.81)
Balance 4/30/22	<u>\$43,047.79</u>

**WWTP Account #374-547 (DNR Replacement Fund)**

Balance 3/31/22	\$86,692.06
Deposit	
Transfer for Expenses	
Interest	10.33
Balance 4/30/22	<u>\$86,702.39</u>

**Debt Service Account #3015323:**

Balance 3/31/22	\$336,880.37
Deposit	58,650.00
Bond Payment	(135,844.11)
Interest	82.45
Balance 4/30/22	<u>\$259,768.71</u>

**Money Market Account #110-832:**

Balance 3/31/22	352,979.25
Deposits	617,670.52
Transfer	(408,650.00)
Disbursements	(239,547.66)
Interest	186.76
Service Charge	(169.38)
Balance 4/30/22	<u>\$322,469.49</u>

**Transportation Fund**

Balance 3/31/22	\$95,052.99
Transfer	
Balance 4/30/22	<u>\$95,052.99</u>

**Construction Account:**

Balance 3/31/22	413,331.36
Transferred in	
Construction Payment	
Balance 4/30/22	<u>\$413,331.36</u>

**Avestar CD #3596 (Bond Reserve):**

Balance 3/31/22	311,436.57
Interest	136.52
Transferred in	
Balance 4/30/22	<u>\$311,573.09</u>

**CD #613386 (Bond Reserve):**

Balance 3/31/22	217,863.86
Interest	
Balance 4/30/22	<u>\$217,863.86</u>

**WWTP CD #2875 (DNR Replacement Fund):**

Balance 3/31/22	\$464,149.88
Interest	462.99
Transfer	
Balance 4/30/22	<u>\$464,612.87</u>

## Raynelle Butzine

---

**From:** info@whsadopt.org  
**Sent:** Tuesday, May 03, 2022 10:53 AM  
**To:** City Hall  
**Subject:** April 2022 Intake numbers

Numbers for April 2022

Stray Cats- 1  
Surrendered Cats-0  
Stray dogs-0  
Surrendered dogs-0

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**From:** info@whsadopt.org <info@whsadopt.org>  
**Sent:** Friday, April 1, 2022 9:20 AM  
**To:** 'cityhall@waterloowi.us' <cityhall@waterloowi.us>  
**Subject:** March Intake Numbers

Number for March 2022

Stray Cats-0  
Surrendered Cats-0  
Stray Dogs-0  
Surrendered Dogs-0

---

**From:** info@whsadopt.org <info@whsadopt.org>  
**Sent:** Wednesday, March 2, 2022 9:15 AM  
**To:** 'cityhall@waterloowi.us' <cityhall@waterloowi.us>  
**Subject:** February Intake numbers

Numbers for February 2022

Stray Cats-0  
Surrendered Cats-0  
Stray Dogs-0  
Surrendered Dogs-0

---

**From:** info@whsadopt.org <info@whsadopt.org>  
**Sent:** Tuesday, February 1, 2022 9:26 AM  
**To:** 'cityhall@waterloowi.us' <cityhall@waterloowi.us>  
**Cc:** 'mhansen@waterloowi.us' <mhansen@waterloowi.us>  
**Subject:** Numbers for January 2022

Here are the Intake numbers for January 2022.

-Amy Litscher  
Kennel Manager  
920-261-1270

## Jeanne Ritter

---

**From:** LaRon Davis  
**Sent:** Friday, May 13, 2022 5:30 PM  
**To:** Jeanne Ritter  
**Subject:** RE: Monthly Report

Hello

Catv has been in the process of updating it's computer software and establishing a backup system to insure we don't run into another issue with the loss of data. We have set up facebook and youtube accounts which we are now able to live stream sports and city events to. This week we also attended the Wisconsin community media conference. Today was the last of a 2 day conference. Baseball game is being filmed tomorrow and the rest of the month is full with school events.

---

**From:** Jeanne Ritter <jritter@waterloowi.us>  
**Sent:** Thursday, May 12, 2022 12:51 PM  
**To:** LaRon Davis <wlloocatv@waterloowi.us>; Eric and Laura Cotting <cottingel@gmail.com>  
**Subject:** Monthly Report

Hi

The Mayor would like to see a monthly report from your committee to keep everyone informed as to what is going on in the CATV. I usually need them the Friday before the 2<sup>nd</sup> meeting of the month.

Jeanne Ritter | City of Waterloo | Clerk/Deputy Treasurer  
136 N Monroe St. Waterloo WI 53594  
920-478-3025 | [jritter@waterloowi.us](mailto:jritter@waterloowi.us)



WW&L will match all City departments with 1,080 maximum on sick leave.

### **7.9 Sick Leave**

Regular full-time employees may be entitled to eight (8) hours of sick leave with pay for each month or major fraction thereof of actual service up to an accumulated total of one hundred thirty-five (135) work days or 1,080 hours. ~~Waterloo Water & Light Utility employees can accumulate up to one hundred (100) work days or 800 hours.~~ The sick leave time earned during the first three (3) calendar months of employment shall be available to an employee after ninety (90) days of employment. Such sick leave with pay shall be granted in case of bona fide illness of the employee or the employee's immediate family (as defined in the Wisconsin Family and Medical Leave Act), as well as diagnostic treatment, dental procedures and optician's services when performed by a duly authorized and licensed practitioner, and the necessary time to travel to and from the place of treatment. A maximum of eighty (80) hours per calendar year of paid sick leave may be taken for the employee's immediate family. **(Common Council Approval Resolution #2021-07 – April 1, 2021)**

In the case of illness extending beyond (2) day's duration, the employee shall furnish a certificate issued by a licensed practitioner upon the request of the department head concerned.

Any employee that falsely reports to his/her department head that he/she is ill for the purpose of using sick leave as an additional paid vacation, shall be subject to disciplinary action and shall forfeit five (5) days of accumulated sick leave for each day or fraction thereof falsely reported.

To the extent permitted by law, no employee shall be entitled to sick leave while absent from duty for any of the following reasons or causes:

- A. Any sickness or injury purposely self-imposed or inflicted or caused by any of his/her willful misconduct.
- B. Sickness or injury sustained while on leave of absence without pay.

Employees shall be required to give prompt notification of the absence from work to their supervisor or department head. If the supervisor or department head cannot be reached, the City Clerk shall be notified before 9:00 a.m. on the first day of absence as is reasonably possible. Employees shall make reasonable efforts to keep the employer informed as to the duration of the absence so that the employer can plan the schedule accordingly. Failure to comply with this provision for reasonable and prompt notification shall result in forfeiture of sick leave benefits for the hours or days involved, and the employee may be subject to disciplinary action, including termination.

Sick leave may be used to acquire paid health insurance for employees who qualify for retirement under the guidelines of the Wisconsin Retirement System, if employed by the City fifteen (15) years or longer, or other exceptions as granted by the Council. In the event of the employee's death after such retirement, accumulated sick leave shall be used to continue spouse/dependent health insurance.

### **7.10 Personal Leave of Absence**

A Leave of Absence is any period in which an employee is not working for or receiving earnings from an employer, and has not terminated the employer-employee relationship.

The department head, at his/her sole discretion, may grant up to five (5) days leave of absence without pay in any calendar year. Any leaves other than the 5 days previously mentioned or outside of Family Medical Leave, shall be approved by the Finance, Insurance and Personnel Committee. For leaves of absence in connection with family medical leave, the provisions of Wisconsin State Statutes and Federal law shall apply.

If an employee takes another job, (except military service), the leave will be immediately canceled and the employee subject to termination.

Appendix: A Residency

**4.1 Residency**

**Department of Public Works Police Department**

15 miles

**Waterloo Water & Light Utility**

5 miles

Within 30 minutes



## Appendix: C Overtime Compensation

### 6.2 Overtime Compensation

#### Department of Public Works Employees:

Overtime work performed on Sunday and/or holidays shall be paid at two (2) times the regular rate.

Employees on call for a weekend shall receive (4) hours at straight time pay for each day on call, plus time and one-half (1 ½) pay for actual time spent on the job, with a minimum of two (2) hours.

Employees on call for a holiday receive four (4) hours pay at straight time, plus double time pay for actual time spent on the job, with a minimum of two (2) hours. On call scheduling begins with the Memorial Day holiday and ends with the Labor Day holiday. Holidays are defined in appendix D. On call employees are required to respond to work as soon as possible but no later than thirty (30) minutes.

Call In Pay: Any employee who is called in for work at a time other than when he or she is scheduled shall be compensated a minimum of two (2) hours at the overtime rate of one and one-half (1 ½) times the regular rate for work performed Monday through Saturday, and two (2) times the regular rate for work performed on Sunday and/or holidays. Call-in pay shall start when an employee arrives at the shop, or at the work site, whichever comes first.

#### Police Department Employees:

Call In Pay: Any employee who is called in for work at a time other than when he or she is scheduled shall be compensated a minimum of two (2) hours at the overtime rate of one and one-half (1 ½) times the regular rate for work performed Monday through Sunday, and two (2) times the regular rate for work performed on a holiday. Call-in pay shall start when an employee arrives at the shop, or at the work site, whichever comes first.

#### Waterloo Water & Light Utility Employees:

~~Employees on call for a weekend will receive two hours overtime pay for each day on call, plus overtime pay for actual time spent on the job. If an employee is called in, a minimum of two hours of overtime pay will be paid.~~  
The employee designated to answer the after-hours/emergency number will be compensated eight (8) hours overtime pay per weekend (4PM Friday until 7:30AM Monday). The designated employee must remain within 30 minutes from the service territory. The Superintendent answers the after-hours/emergency number during the week.

Employees on call for a holiday will receive two hours overtime pay, plus overtime pay for actual time spent on the job. If an employee is called in, a minimum of two hours of overtime pay will be paid.

Call In Pay: Any employee who is called in for work at a time other than when he or she is scheduled shall be compensated a minimum of two (2) hours at the overtime rate of one and one-half (1 ½) times the regular rate, ~~for work performed Monday through Friday.~~ Unless it is within two hours and consecutive with the start of a normal shift, then it will be overtime for hours worked outside of their normal shift (7:30AM-4PM). Example: Employee gets called in at 7AM, they would only receive ½ hour overtime.

**Rest Period:** In the event an employee is required to work four (4) or more consecutive hours between 10PM and 7:30AM, after an 8 hours day, an employee will receive ½ the time worked off the following normal work shift. Example: An employee works a full 8 hour day that ended at 4PM, they are called in at 10PM and work until 2AM. Their normal work day begins at 7:30AM. They would return to work at 9:30AM. They would receive regular hour pay from 7:30-9:30AM. The employee has the option to start at 7:30AM and leave at 2PM taking the 2 hours at the end of shift.

## Appendix: D Holidays, Holiday Pay & Personal Time Off

### 7.1 Holidays, Holiday Pay & Personal Time Off

#### Full-Time Employees:

Clerk/Treasurer's Office, and Police Administrative Assistant, and Waterloo Water & Light

Ten total days of holiday

1) New Year's Day, 2) Friday before Easter, 3) Memorial Day, 4) 4<sup>th</sup> of July, 5) Labor Day, 6) Thanksgiving Day, 7) Friday after Thanksgiving, 8) Christmas Eve Day, 9) Christmas Day, 10) ½ day (afternoon) New Year's Eve Day and ½ day personal time off

#### Full-Time Employees:

Library employees

Ten total days of holiday

1) New Year's Day, 2) Friday before Easter, 3) Memorial Day, 4) 4<sup>th</sup> of July, 5) Labor Day, 6) Thanksgiving Day, 7) Christmas Eve Day, 8) Christmas Day, 9) ½ day (afternoon) New Year's Eve Day and 1½ days personal time off

#### Full-Time Employees:

Department of Public Works

Ten total days of holiday

1) New Year's Day, 2) Friday before Easter, 3) Memorial Day, 4) 4<sup>th</sup> of July, 5) Labor Day, 6) Thanksgiving Day, 7) Friday after Thanksgiving, 8) Christmas Eve Day, 9) Christmas Day, 10) New Year's Eve Day

#### Full-Time Employees: (Common Council Approval January 21, 2016)

Fire Department, Firefighter/EMT-I

Ten total days of holiday

1) New Year's Day, 2) Memorial Day, 3) 4<sup>th</sup> of July, 4) Labor Day, 5) Thanksgiving Day, 6) Christmas Day, 7) 4 days of personal time off  
4) New Year's Day, 2) Easter Sunday, 3) Memorial Day, 4) 4<sup>th</sup> of July, 5) Labor Day, 6) Veterans Day, 7) Thanksgiving Day, 8) Christmas Eve, 9) Christmas Day 10) New Year's Eve.

All full-time Fire Department employees may take an alternate day off for each of the holidays earned, subject to prior approval of the Fire Chief or Assistant Fire Chief with notification also given to the Clerk/Treasurer's office. If the request is granted, such specified day shall be taken off during the calendar year of which the holiday was earned. Exceptions to the time table may be granted by the Fire Chief or Assistant Fire Chief.

(Common Council Approval Resolution #2016-22 - June 2, 2016)

Eight (8) ten (10) hour days of holiday (the normal work day is 10 hours)

1) New Year's Day, 2) Easter Sunday, 3) Memorial Day, 4) 4<sup>th</sup> of July, 5) Labor Day, 6) Veteran's Day, 7) Thanksgiving Day, 8) Christmas Day.

All full-time Fire Department employees may take an alternate day off for each of the holidays, subject to prior approval of the Fire Chief or Assistant Fire Chief. If the request is granted, such specified day shall be taken off during the calendar year of which the holiday was earned. Exceptions to the time table may be granted by the Fire Chief or Assistant Fire Chief.

If the holiday in question cannot be filled with a volunteer staff member, the full-time employee will be paid for the holiday at straight time for 10 hours along with their regular pay.

#### Full-Time Employees:

Police Department, Chief of Police and Lieutenant

Ten total days of holiday

1) New Year's Day, 2) Easter Sunday, 3) Memorial Day, 4) 4<sup>th</sup> of July, 5) Labor Day, 6) Veterans Day, 7) Thanksgiving Day, 8) Christmas Eve, 9) Christmas Day 10) New Year's Eve.

The Chief of Police and the Lieutenant may take an alternate day off for each of the holidays earned, subject to the approval of the Chief of Police. If the request is granted, such specified day shall be taken off during the calendar year of which the holiday was earned. Exceptions to the time table may be granted by the Chief of Police.

#### Full-Time Employees:

Waterloo Water & Light Utility

8.5 total days of holiday

1) New Year's Day, 2) Memorial Day, 3) 4<sup>th</sup> of July, 4) Labor Day, 5) Thanksgiving Day, 6) Christmas Eve Day 7) Christmas Day, 8) Birthday, 8.5) ½ day (afternoon) New Year's Eve Day

## **Appendix: E Uniforms**

### **7.16 Uniforms**

#### **Full-Time Department of Public Works Employees**

The Employer shall provide all full-time Department of Public Works Employees with a uniform allowance of two hundred fifty (\$250.00) per year. Up to one half (1/2) of this allowance may be carried over to the following year.

#### **Full-Time Police Department Employees, Chief of Police and Lieutenant**

The Employer shall provide the Chief of Police and the Lieutenant with a uniform allowance of five hundred dollars (\$500.00) per year. Up to one hundred fifty dollars (\$150.00) of the annual uniform allowance may be carried over from year to year, to a maximum of five hundred dollars (\$500.00) for the sole purpose of purchasing expensive duty equipment (i.e.) (ballistic vest, duty weapon, jackets, etc).

The employer shall provide all part-time Police Officers with a uniform allowance of One Hundred and Seventy-Five Dollars (\$175.00) per year. To remain eligible a minimum of sixty (60) hours per year must be worked.

#### **Full-Time Fire Department Employees, Firefighter/EMT-I**

The Employer shall provide all full-time Fire Department Employees with a uniform allowance of five hundred dollars (\$500.00) per year. Up to one hundred dollars (\$100.00) of the annual uniform allowance may be carried over from year to year, to a maximum of five hundred dollars (\$500.00) for the sole purpose of purchasing expensive equipment.

#### **Full-Time Waterloo Water & Light Utility Employees, except clerical and administrative staff**

~~The Employer shall provide all full-time Utility employees with clean uniforms weekly.~~

~~The approved footwear allowance is \$75.00 annually. Employees will receive an annual footwear allowance to be determined by the Superintendent.~~

~~Linemen (requires Flame Retardant FR) will be given an annual allowance to be determined by the Superintendent to purchase FR clothing. Lineman will be responsible for their own laundering.~~

~~Water & Sewer employees will have uniforms and laundering provided by the utility.~~

## Appendix: F Vacation Policy

### 7.2 Vacation Policy

#### Clerk/Treasurer's Office, Department of Public Works, Library, Police Administration, and Fire Department, and Waterloo Water & Light Utility

Paid vacation is available for all regular full time employees normally scheduled to work 2080 hours per year and shall be calculated by using the anniversary date of hire. An employee is only eligible for vacation at the end of the first year of employment. Vacation will be earned as follows:

After 1 year of employment = 40 hours  
After 2 years of employment = 80 hours  
After 3 years of employment = 88 hours  
After 4 years of employment = 96 hours  
After 5 years of employment = 104 hours  
After 6 years of employment = 112 hours  
After 7 years of employment = 120 hours  
After 8 years of employment = 128 hours  
After 9 years of employment = 136 hours  
After 10 years of employment = 144 hours  
After 11 years of employment = 152 hours  
After 12 years of employment = 160 hours (8 hours additional every two years thereafter, to a maximum of 200 hours)  
After 13 years of employment = 160 hours  
After 14 years of employment = 168 hours  
After 15 years of employment = 168 hours  
After 16 years of employment = 176 hours  
After 17 years of employment = 176 hours  
After 18 years of employment = 184 hours  
After 19 years of employment = 184 hours  
After 20 years of employment = 192 hours  
After 21 years of employment = 192 hours  
After 22 years of employment = 200 hours maximum

#### Waterloo Water & Light Utility Employees

~~Paid vacation is available for all regular full time employees normally scheduled to work 2080 hours per year and shall be calculated by using the anniversary date of hire. An employee is only eligible for vacation at the end of the first year of employment. Vacation will be earned as follows:~~

~~After 1 year of employment = 40 hours  
After 2 years of employment = 80 hours  
After 3 years of employment = 88 hours  
After 4 years of employment = 96 hours  
After 5 years of employment = 104 hours  
After 6 years of employment = 112 hours  
After 7 years of employment = 120 hours  
After 8 years of employment = 128 hours  
After 9 years of employment = 136 hours  
After 10 years of employment = 144 hours  
After 11 years of employment = 152 hours  
After 12 years of employment = 160 hours maximum~~



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

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**RESOLUTION #2022-15**  
**Temporarily Exempting Jeanne Ritter**  
**From The 80 Hour Compensatory Time Accrual Maximum Cap**

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

**WHEREAS**, the City Council recommends temporarily exempting Jeanne Ritter from the 80 hour compensatory time accrual maximum cap found in the employee handbook for the period May 19, 2022 to February 3, 2023.

**THEREFORE BE IT RESOLVED**, the City of Waterloo Common Council temporarily exempts City Hall Staff as described above.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2022.

**City of Waterloo**

Signed: \_\_\_\_\_  
Jenifer Quimby, Mayor

Attest:

\_\_\_\_\_  
Mike Tschanz Treasurer/Deputy Clerk

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING THE ISSUANCE  
AND SALE OF A \$17,114,000 TAXABLE  
COMBINED UTILITY REVENUE BOND ANTICIPATION NOTE, SERIES 2022A

WHEREAS, the City of Waterloo, Jefferson County, Wisconsin (the "City") now owns and operates and has for many years owned and operated a combined water, electric and sewerage utility, a public utility (said utility and all properties of every nature in connection with said utility now or hereafter owned by the City, including all improvements and extensions thereto, all real and personal property of every nature comprising part of and used or useful in connection therewith, and all appurtenances, contracts, leases, franchises and other intangibles, are hereinafter referred to collectively as the "System");

WHEREAS, under the provisions of Section 66.0621, Wisconsin Statutes (the "Act"), any municipality in the State of Wisconsin may, by action of its governing body, provide for purchasing, acquiring, constructing; extending, adding to, improving, controlling, conducting, operating or managing a public utility such as the System from the proceeds of bonds, which bonds are to be payable only from all monies received from any source by such utility (the "Revenues");

WHEREAS, to adequately meet the needs of the City and the residents thereof, certain improvements, additions, and extensions to and acquisitions for the System are necessary, including a wastewater treatment facility upgrade project that includes renovation of the administration building, a new waste receiving station, a new headworks building, new biological phosphorus tanks, a new final clarifier, renovation of the service building, installations of a new UV disinfection system and a complete overhaul of the digester (collectively, the "Project");

WHEREAS, for the purpose of permanently financing the Project, including paying interest and legal, financing and other professional fees, the City intends by subsequent resolution (the "Bond Resolution") of the Common Council to authorize the issuance and sale of revenue bonds pursuant to the provisions of the Act (the "Bonds") to the United States of America, acting through Rural Development, United States Department of Agriculture, payable solely from Revenues of the System deposited in the Special Redemption Fund provided for herein;

WHEREAS, the Bonds have not yet been issued or sold and will be issued and sold only after completion of the Project;

WHEREAS, municipalities are authorized by the provisions of Section 66.0621(4)(L), Wisconsin Statutes, to issue bond anticipation notes in anticipation of receiving the proceeds from the issuance and sale of revenue bonds;

WHEREAS, contracts are to be let for the Project and the financial officer of the City has heretofore certified to the Common Council that proceeds of a bond anticipation note shall be required for the payment of said contracts, as well as other costs including paying interest and legal, financing and other professional fees;

WHEREAS, it is the finding of the Common Council that it is necessary, desirable and in the best interest of the City to authorize the issuance and sale of a revenue bond anticipation note pursuant to Section 66.0621(4)(L), Wisconsin Statutes, (the "Note") in anticipation of the issuance and sale of the Bonds, to pay the cost of the Project;

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue such Note on a taxable rather than tax-exempt basis;

WHEREAS pursuant to a resolution adopted on October 4, 2012 (the "2012 Resolution"), the City has heretofore issued its Combined Utility Revenue Bonds, Series 2012B, dated November 6, 2012 (the "2012 Bonds"), which bonds are payable from the Revenues of the System;

WHEREAS, pursuant to a resolution adopted on December 5, 2013 (the "2013 Resolution"), the City has heretofore issued its Combined Utility Revenue Refunding Bonds, Series 2013A, dated December 30, 2013 (the "2013 Bonds"), which bonds are payable from the Revenues of the System on a parity with the 2012 Bonds;

WHEREAS, pursuant to a resolution adopted on October 20, 2016 (the "2016 Resolution"), the City has heretofore issued its Combined Utility Revenue Bonds, Series 2016A, dated November 15, 2016 (the "2016 Bonds"), which bonds are payable from the Revenues of the System on a parity with the 2012 Bonds and the 2013 Bonds;

WHEREAS, pursuant to a resolution adopted on August 20, 2020 (the "2020 Resolution"), the City has heretofore issued its Combined Utility Revenue Bonds, Series 2020D, dated September 10, 2020 (the "2020 Bonds"), which bonds are payable from the Revenues of the System on a parity with the 2012 Bonds, the 2013 Bonds and the 2016 Bonds (hereinafter the 2012 Bonds, the 2013 Bonds, the 2016 Bonds and the 2020 Bonds shall be referred to collectively as the "Prior Bonds");

WHEREAS, the City also has outstanding its Combined Utility Revenue Bonds, Series 2013, dated March 27, 2013 (the "Clean Water Fund Bonds") issued pursuant to a resolution adopted on March 7, 2013 (the "Clean Water Fund Bond Resolution"), which bonds are payable from the Revenues of the System on a basis junior and subordinate to the Prior Bonds;

WHEREAS, the Note shall be issued on a basis junior and subordinate to the Prior Bonds and the Clean Water Fund Bonds with respect to the pledge of Revenues;

WHEREAS, other than the Prior Bonds and the Clean Water Fund Bonds, no bonds or obligations payable from the Revenues of the System are now outstanding; and

WHEREAS, it is the finding of the Common Council that it is necessary, desirable and in the best interest of the City to sell the Note to The Huntington National Bank (the "Purchaser"), pursuant to the Term Sheet attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal"). Ehlers & Associates, Inc. ("Ehlers"), as municipal advisor to the City, has recommended that the City accept the proposal.

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

Section 1. Combined Utility Revenue Bonds. The City hereby declares its intention and covenants to issue the Bonds pursuant to the provisions of the Act in an amount sufficient to retire the Note and pay the cost of interest and legal, financing and other professional fees in connection therewith. The Bonds will be authorized by the Bond Resolution.

Section 2. Authorization and Sale of the Note. In anticipation of the sale of the Bonds, for the public purpose of paying the cost of the Project including paying interest, legal, financing and other professional fees in connection therewith, there shall be borrowed pursuant to Section 66.0621(4)(L), Wisconsin Statutes, the principal sum of SEVENTEEN MILLION ONE HUNDRED FOURTEEN THOUSAND DOLLARS (\$17,114,000) from the Purchaser. To evidence the obligation of the City, the Mayor and City Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the City, the Note in the principal amount of SEVENTEEN MILLION ONE HUNDRED FOURTEEN THOUSAND DOLLARS (\$17,114,000) for a purchase price equal to the principal amount of the Note. A member of the Waterloo Water and Light Commission is hereby authorized to execute the Proposal.

Section 3. Terms of the Note. The Note shall be designated "Taxable Combined Utility Revenue Bond Anticipation Note, Series 2022A"; shall be issued in the principal amount of \$17,114,000; shall be dated its date of issuance; shall be in the denomination of \$100,000 or more; shall be initially numbered R-1; and shall mature on June 30, 2025 (the "Maturity Date"). The Note shall bear interest at a rate equal to 3.66% per annum and interest on the Note shall be payable semi-annually on January 1 and July 1, commencing on January 1, 2023. The final interest payment shall come due on the Maturity Date. The amounts of principal and interest due on the Note are set forth in the schedule attached hereto as Exhibit B and incorporated herein by this reference. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

Section 4. Redemption Provisions. The Note shall be subject to redemption prior to maturity, in whole, but not in part, at the option of the City, on or after June 30, 2024 at the principal amount thereof, plus accrued interest to the date of redemption. Unless waived by the Purchaser, the City shall provide the Purchaser with 30 days' notice prior to any early redemption.

Section 5. Form of the Note. The Note shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 6. Security. The Note shall in no event be a general obligation of the City nor a charge against its general credit or taxing power. No lien is created upon the System or any other property of the City as a result of the issuance of the Note. The Note shall be payable only from (a) any proceeds from the issuance and sale of the Note set aside for payment of interest on the Note as it becomes due; (b) proceeds to be derived from the issuance and sale of the Bonds, which proceeds are hereby declared to constitute a special trust fund, hereby created and established, to be held by the City Clerk and expended solely for the payment of the principal of and interest on the Note; and (c) a pledge of the Revenues which have been deposited in the



Special Redemption Fund continued below, on a basis junior and subordinate to the pledges granted to the owners of the Prior Bonds, the Clean Water Fund Bonds and any additional bonds issued on a parity with the Prior Bonds or the Clean Water Fund Bonds.

It is the express intent and determination of the Common Council that the amounts transferred from the Revenue Fund and deposited in the Special Redemption Fund shall be sufficient in any event to pay the interest on, first, the Prior Bonds and any additional bonds issued on a parity with the Prior Bonds, second, the Clean Water Fund Bonds and any additional bonds issued on a parity with the Clean Water Fund Bonds, and third, the Note as the same accrues and the principal thereof (exclusive of principal of the Note to be paid from proceeds of the Bonds) as the same matures. The Revenues deposited in the Special Redemption Fund are hereby pledged to the payment of the Note to the extent there are sufficient funds in the Special Redemption Fund to first pay principal of and interest on the Prior Bonds, the Clean Water Fund Bonds and any additional bonds issued on a parity with the Prior Bonds or the Clean Water Fund Bonds.

As authorized and permitted by Section 66.0621(4)(L)6, Wisconsin Statutes, in the event such monies are not sufficient to pay the principal of and interest on the Note when due, if necessary, the City will pay such deficiency out of its annual general tax levy or other available funds of the City; provided, however, that any such payment shall be subject to annual budgetary appropriations therefor and any applicable levy limits; and provided further, that neither this Resolution nor any such payment shall be construed as constituting an obligation of the City to make any such appropriation or any further payments.

Section 7. Funds and Accounts. In accordance with the Act, for the purpose of the application and proper allocation of the Revenues of the System, and to secure the payment of the principal of and interest on, first, the Prior Bonds and any bonds issued on a parity with the Prior Bonds, second, the Clean Water Fund Bonds and any bonds issued on a parity with the Clean Water Fund Bonds, and, third, on the Note, certain funds of the System heretofore have been created, established and continued by the 2012 Resolution, the 2013 Resolution, the 2016 Resolution, the 2020 Resolution and the Clean Water Fund Resolution (collectively, the "Prior Resolutions"), which shall be used solely for the purposes set forth in the Prior Resolutions. Such funds include the Revenue Fund, the Operation and Maintenance Fund, the Special Redemption Fund (including the Reserve Account) and the Surplus Fund. Revenues of the System shall be deposited into the Special Redemption Fund for payment of principal and interest on the Note (exclusive of such amounts expected to be paid with proceeds of the Bonds) as if bonds had been issued rather than the Note, provided, however, that such payments shall be junior and subordinate to the Prior Bonds, the Clean Water Fund Bonds and any bonds issued on a parity with the Prior Bonds or the Clean Water Fund Bonds.

Section 8. Service to the City. The reasonable cost and value of services rendered to the City by the System by furnishing services for public purposes, shall be charged against the City and shall be paid by it in installments as the service accrues, out of the current revenues of the City collected or in the process of collection, exclusive of the Revenues derived from the System, and out of the tax levy of the City made by it to raise money to meet its necessary current expenses. However, such payment out of the tax levy shall be subject to (a) annual appropriations therefor (b) approval by the Wisconsin Public Service Commission, or successor, and (c) any applicable levy limitations; but neither this Resolution nor such payment shall be

construed as constituting an obligation of the City to make any such appropriation over and above the reasonable cost and value of services rendered to the City and its inhabitants or make any subsequent payment over and above such reasonable cost and value. Such compensation for such service rendered to the City shall, in the manner hereinabove provided, be paid into the funds referred to in Section 7.

Section 9. Covenants of the City. The City hereby covenants with the owners of the Note that:

(a) It shall issue the Bonds as soon as practicable in an amount sufficient to retire the Note;

(b) It shall segregate the proceeds derived from the sale of the Bonds into a special trust fund herein created and established and shall permit such special trust fund to be used for no purpose other than the payment of the principal of and interest on the Note until paid. After the payment of principal of and interest on the Note in full, said special trust fund may be used for such other purposes as the Common Council may direct in accordance with law;

(c) It shall faithfully and punctually perform all duties with reference to the System required by the Constitution and Statutes of the State of Wisconsin, including lawfully establishing reasonable and sufficient rates for services rendered by the System and collecting, depositing, applying and segregating the Revenues of the System to the respective funds and accounts provided for in Section 7;

(d) It will cause the Project to be completed as expeditiously as reasonably possible;

(e) It will not sell, lease, or in any manner dispose of the System, including any part thereof or any additions or extensions that may be made part thereto, except that the City shall have the right to sell, lease or otherwise dispose of any property of the System found by the Common Council to be neither necessary nor useful in the operation of the System, provided the proceeds received from such sale, lease or disposal shall be paid into the Special Redemption Fund or applied to the acquisition or construction of capital facilities for use in the normal operation of the System, and such payment shall not reduce the amounts otherwise required to be paid into the Special Redemption Fund;

(f) It will pay or cause to be paid all lawful taxes, assessments, governmental charges, and claims for labor, materials or supplies which if unpaid could become a lien upon the System or the Revenues or could impair the security of the Note or the Bonds;

(g) It will maintain the System in reasonably good condition, will operate the System, and will establish, charge and collect such lawfully established rates and charges for the service rendered by the System, so that the amount of the Revenues of the System herein agreed to be set aside to provide for payment of the Prior Bonds, the Clean Water Fund Bonds, any bonds issued on a parity with the Prior Bonds or the Clean Water Fund Bonds and the Note (exclusive of principal of the Note to be paid with proceeds of its Bonds) and the interest thereon as the same becomes due and payable will be sufficient for that purpose; and

(h) The Note is issued for the purposes for which the City is authorized to issue revenue bonds and for which the Bonds shall be issued.

Section 10. Application of Proceeds; Improvement Fund. All accrued interest from the sale of the Note shall be deposited in the Special Redemption Fund. The remaining proceeds of the Note shall be deposited in a special fund hereby designated as "Combined Utility Improvement Fund." Said Improvement Fund shall be adequately secured and shall be used solely for the purpose of paying the cost of the Project and the cost of interest and legal, financing and other professional fees. Any balance remaining in said Improvement Fund after paying said costs shall be applied toward the payment of principal of and interest on the Note.

Section 11. Parity Bonds. Bonds payable out of the Revenues of the System on a parity with the Prior Bonds or the Clean Water Fund Bonds ("Parity Bonds") may be issued in such manner as to enjoy priority over the Note; provided such Parity Bonds meet the conditions established in the Prior Resolutions.

Section 12. Execution of the Note; Closing; Professional Services. The Note shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof and delivered to the Purchaser upon payment to the City of the purchase price of the Note, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Note may be imprinted on the Note in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Note, at least one of the signatures appearing on the Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Note shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Note and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Note, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Note is hereby ratified and approved in all respects.

Section 13. Payment of the Note; Fiscal Agent. The principal of and interest on the Note shall be paid by the City Clerk or City Treasurer (the "Fiscal Agent").

Section 14. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the proceeds of the Note in an amount allocable to the payment of issuance expenses to a financial institution selected by Ehlers at Closing for further distribution as directed by Ehlers.

Section 15. Persons Treated as Owners; Transfer of Note. The City shall cause books for the registration and for the transfer of the Note to be kept by the Fiscal Agent. The person in whose name the Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on the Note shall be made

only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

The Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Notes surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 16. Record Date. The fifteenth day of each calendar month next preceding the interest payment date, except the last interest payment date, shall be the record date for the Note (the "Record Date"). Payment of interest on the Note on the interest payment date shall be made to the registered owners of the Note as they appear on the registration book of the City at the close of business on the Record Date.

Section 17. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Note in the Record Book.

Section 18. Conflicting Resolutions; Severability; Effective Date. All ordinances and resolutions (other than the Prior Resolutions) or orders, or parts thereof heretofore enacted, adopted or entered, in conflict with the provisions of this Resolution, are hereby repealed and this Resolution shall be in effect from and after its passage. In case of any conflict between this Resolution and the Prior Resolutions, the Prior Resolutions shall control so long as any Prior Bonds or Clean Water Fund Bonds authorized by such resolutions are outstanding. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded May 19, 2022.

---

Jenifer Quimby  
Mayor

Attest:

---

Jeanne Ritter  
City Clerk

(SEAL)

EXHIBIT A

Proposal

(See Attached)



## **TERM SHEET**

<b>DATE:</b>	May 17, 2022
<b>ISSUE:</b>	Revenue Bond Anticipation Note, 2022 (the "Note")
<b>ISSUER/BORROWER:</b>	Waterloo Water and Light Commission An Enterprise Fund of the City of Waterloo, Wisconsin (the "City")
<b>PURCHASER/LENDER:</b>	The Huntington National Bank ("Huntington")
<b>SECURITY:</b>	The Note will be secured by repayment from the proceeds of USDA long-term financing, which has already been approved.
<b>PRINCIPAL AMOUNT:</b>	\$17,114,000.00 (fully drawn at closing)
<b>USE OF PROCEEDS:</b>	The proceeds from the sale of the Note will fund a Wastewater Treatment Facility upgrade project that includes renovation of the administration building, new waste receiving station, new headworks building, new biological phosphorus tanks, new final clarifier, renovation of service building, installation of a new UV disinfection system and a complete overhaul of the digester.
<b>BOND COUNSEL:</b>	Quarles & Brady LLC
<b>PURCHASER'S COUNSEL:</b>	TBD
<b>CLOSING DATE:</b>	No later than June 30, 2022
<b>TAX STATUS:</b>	Taxable
<b>FINAL MATURITY:</b>	June 30, 2025
<b>OPTIONAL PREPAYMENT:</b>	The Note is subject to optional redemption on or after June 30, 2024 in whole but not in part, at a price of par plus accrued interest to the date of redemption upon 30 days prior written notice to the Purchaser.
<b>INTEREST RATE:</b>	3.66%
<b>RATE ADJUSTMENT:</b>	If the funding of the Note has not occurred by June 30, 2022, then the Interest Rate will be adjusted to maintain Huntington's economics as of the date of issuing this Term Sheet.
<b>FEE TO HUNTINGTON FOR COUNSEL:</b>	Not to exceed \$4,000.00
<b>TRANSACTION FEES:</b>	All transaction fees, including those of Bond Counsel, shall be the responsibility of the Issuer.
<b>INTEREST PAYMENTS:</b>	Semiannually on each January 1 and July 1, beginning January 1, 2023. Interest will be computed on the basis of a 360-day year consisting of twelve 30-day months.
<b>PRINCIPAL PAYMENTS:</b>	Due and payable at maturity on June 30, 2025.

**DIRECT PLACEMENT:** Huntington is extending credit as a lender in the usual course of its loan business through the purchase of the Note for its own account in its normal and customary business practice, with no current intention on the resale, distribution or transfer thereof.

**TERM NOTE ELECTION:** The Note will be a single certificate term note, with principal payments representing mandatory principal redemptions.

**DOCUMENTATION:** Transaction documents shall be prepared by Bond Counsel, subject to review and approval by Huntington and its Purchaser's Counsel.

**PAYING AGENT:** Waterloo Water and Light Commission  
An Enterprise Fund of the City of Waterloo, Wisconsin (the "City")

**RATING:** Not required by Huntington

**POS/OFFICIAL STATEMENT:** Not required by Huntington

**CUSIP:** Not required by Huntington

**DTC CLOSING:** Not required by Huntington

**PROPOSAL EXPIRATION:** This proposal shall expire at Huntington's option if (a) Huntington has not received the Issuer's written acceptance by May 20, 2022 and (b) if the closing date of the Note has not occurred by June 30, 2022.

**HUNTINGTON CONTACT:** Abby King  
Huntington Public Capital  
Cell: (614) 204-0121  
Email: [abby.king@huntington.com](mailto:abby.king@huntington.com)

Respectfully Submitted,

Abigail E King

**ACCEPTED BY:**  
Waterloo Water and Light Commission  
An Enterprise Fund of the City of Waterloo, Wisconsin (the "City")

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

*Huntington Public Capital® ("HPC"), a division of The Huntington National Bank (the "Bank"), is providing the information contained in this document for discussion purposes only in connection with an arm's-length transaction under discussion between you and HPC. If you are a "municipal entity" or "obligated person" within the meaning of the municipal advisor rules (the "Rules") of the Securities and Exchange Commission, Rule 15Ba1-1 et seq. this information is provided to you pursuant to and in reliance upon the "bank exemption," and/or other exemptions and/or the "general information" exclusion provided under the Rules. HPC is acting for its own interest and has financial and other interests that differ from yours. HPC is not acting as a municipal advisor or financial advisor, and has no fiduciary duty, to you or any other person pursuant to the Rules. The information provided in this document is not intended to be and should not be construed as "advice" within the meaning of the Rules. HPC is not recommending that you take or refrain from taking any action with respect to the information contained in this document. Before acting on this information, you should discuss it with your own financial and/or municipal, legal, accounting, tax and other advisors as you deem appropriate. As used in this notice, the "Rules" means Section 15B of the Securities Exchange Act of 1934, the Securities and Exchange Commission's Rule 15Ba1-1, et seq., and any related municipal advisor rules of the Municipal Securities Rulemaking Board, all as they may be amended from time to time.*



EXHIBIT B

Debt Service Schedule

(See Attached)

# City of Waterloo, Wisconsin

\$17,114,000 Taxable Comb Util Revenue Bond Anticipation Notes

SINGLE PURPOSE

Dated: June 30, 2022 Purchaser: The Huntington National Bank

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
06/30/2022	-	-	-	-	-
01/01/2023	-	-	314,926.12	314,926.12	-
07/01/2023	-	-	313,186.20	313,186.20	628,112.32
01/01/2024	-	-	313,186.20	313,186.20	-
07/01/2024	-	-	313,186.20	313,186.20	626,372.40
01/01/2025	-	-	313,186.20	313,186.20	-
06/30/2025	17,114,000.00	3.660%	311,446.28	17,425,446.28	-
07/01/2025	-	-	-	-	17,738,632.48
<b>Total</b>	<b>\$17,114,000.00</b>	<b>-</b>	<b>\$1,879,117.20</b>	<b>\$18,993,117.20</b>	<b>-</b>

## Yield Statistics

Bond Year Dollars	\$51,342.00
Average Life	3.000 Years
Average Coupon	3.6600000%
Net Interest Cost (NIC)	3.6600000%
True Interest Cost (TIC)	3.6599969%
Bond Yield for Arbitrage Purposes	3.6599969%
All Inclusive Cost (AIC)	3.7995150%

## IRS Form 8038

Net Interest Cost	3.6600000%
Weighted Average Maturity	3.000 Years

EXHIBIT C

(Form of Note)

REGISTERED	UNITED STATES OF AMERICA	DOLLARS
	STATE OF WISCONSIN	
	JEFFERSON COUNTY	
NO. R-1	CITY OF WATERLOO	\$17,114,000
	TAXABLE COMBINED UTILITY REVENUE	
	BOND ANTICIPATION NOTE, SERIES 2022A	

MATURITY DATE:	ORIGINAL DATE OF ISSUE:	INTEREST RATE:
June 30, 2025	June 30, 2022	3.66%

REGISTERED OWNER: THE HUNTINGTON NATIONAL BANK

PRINCIPAL AMOUNT: SEVENTEEN MILLION ONE HUNDRED FOURTEEN THOUSAND DOLLARS (\$17,114,000)

FOR VALUE RECEIVED, the City of Waterloo, Jefferson County, Wisconsin (the "City"), hereby acknowledges itself to owe and promises to pay to the Registered Owner identified above (or to registered assigns) (the "Registered Owner") solely from the funds hereinafter specified, on the maturity date identified above (the "Maturity Date"), the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on January 1 and July 1, commencing on January 1, 2023. The final payment of interest shall be due at maturity or early redemption. Interest shall be computed on the basis of a 360-day year of twelve 30-day months. Both the principal of and interest on this Note are payable to the Registered Owner in lawful money of the United States.

Payments of interest hereon shall be made to the Registered Owner hereof who shall appear on the registration books of the City maintained by the City Clerk or City Treasurer (the "Fiscal Agent") at the close of business on the 15th day of the calendar month next preceding a payment date, except the last interest payment date (the "Record Date") at its address as it appears on such registration books or at such other address as may be furnished in writing by the Registered Owner to the Fiscal Agent. Principal shall be payable only upon presentation and surrender of this Note at the office of the Fiscal Agent.

This Note is issued by the City pursuant to the provisions of Section 66.0621(4)(L), Wisconsin Statutes, for the public purpose of paying the cost of improvements, additions and extensions to the City's Combined Utility System including a wastewater treatment facility upgrade project that includes renovation of the administration building, a new waste receiving station, a new headworks building, new biological phosphorus tanks, a new final clarifier, renovation of the service building, installations of a new UV disinfection system and a complete overhaul of the digester, all as authorized by a resolution of the Common Council duly adopted

by said governing body at a meeting held on May 19, 2022 (the "Resolution"). The Resolution is recorded in the official minutes of the Common Council for said date.

In the Resolution, the Common Council declared its intention and covenanted to issue revenue bonds (the "Bonds") for the purpose of retiring this Note. The Note is issued to anticipate the sale of the Bonds.

The Note is payable only from:

- 1) any proceeds from the issuance and sale of the Note set aside for payment of interest on the Note;
- 2) the proceeds derived from the issuance and sale of the Bonds, which shall be set aside as a special trust fund for that purpose; and
- 3) a pledge of the income and revenues of the City's Combined Utility System (the "System") which have been deposited in the Special Redemption Fund on a basis junior and subordinate to the pledge granted to the owners of the City's Combined Utility Revenue Bonds, Series 2012B, dated November 6, 2012, Combined Utility Revenue Bonds, Series 2013, dated March 27, 2013, Combined Utility Revenue Refunding Bonds, Series 2013A, dated December 30, 2013, Combined Utility Revenue Bonds, Series 2016A, dated November 15, 2016, Combined Utility Revenue Bonds, Series 2020D, dated September 10, 2020 and any bonds issued on a parity with such bonds.

**THE NOTE DOES NOT CONSTITUTE AN INDEBTEDNESS OF THE CITY WITHIN THE MEANING OF ANY CONSTITUTIONAL OR STATUTORY LIMITATION OR PROVISION. NO LIEN IS CREATED UPON THE SYSTEM OR ANY OTHER PROPERTY OF THE CITY AS A RESULT OF THE ISSUANCE OF THE NOTE.**

The Note is subject to redemption prior to maturity, in whole, but not in part, at the option of the City, on or after June 30, 2024 at the principal amount thereof, plus accrued interest to the date of redemption

In the event the Note is redeemed prior to maturity, unless waived by the Registered Owner, official notice of the redemption will be given not less than thirty (30) days prior to the redemption date. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the Registered Owner receives the notice. The Note shall cease to bear interest on the specified redemption date, provided that federal or other immediately available funds sufficient for such redemption are on deposit with the Registered Owner at that time. Upon such deposit of funds for redemption the Note shall no longer be deemed to be outstanding.

The Note is issued in registered form in the denomination of \$100,000 or more. This Note may be exchanged at the office of the Fiscal Agent for a like aggregate principal amount of Notes of the same maturity in other authorized denominations.

This Note is transferable by a written assignment duly executed by the Registered Owner hereof or by such owner's duly authorized legal representative. Upon such transfer a new registered Note, in authorized denomination or denominations and in the same aggregate principal amount, shall be issued to the transferee in exchange hereof.

The City may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof, premium, if any, hereon and interest due hereon and for all other purposes, and the City shall not be affected by notice to the contrary.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen, and be performed precedent to and in the issuance of this Note have existed, have happened and have been performed in due time, form and manner as required by law. The City has covenanted to issue and sell the Bonds, the sale of which this Note anticipates, as soon as practicable and to set aside the proceeds of the Bonds into a special trust fund for the payment of the principal of and interest on this Note.

IN WITNESS WHEREOF, the City of Waterloo, Jefferson County, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Mayor and City Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CITY OF WATERLOO,  
JEFFERSON COUNTY, WISCONSIN

By: \_\_\_\_\_

Jenifer Quimby  
Mayor

(SEAL)

By: \_\_\_\_\_

Jeanne Ritter  
City Clerk

## ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Registered Owner)

NOTICE: This signature must correspond with the name of the registered owner as it appears upon the face of the within Note in every particular (Authorized Officer), without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)

Section 67.09, Wisconsin Statutes provides that the City Clerk of the City when acting as the registrar shall record the registration of each note or bond in its bond registrar. Therefore, if this Note is to be assigned, the City Clerk of the City should be notified and a copy of this Assignment should be sent to the City Clerk of the City for his or her records.