



136 North Monroe Street  
Waterloo, WI 53594-1198  
Phone: (920) 478-3025  
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www.waterloowi.us

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

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

**COMMITTEE:** PUBLIC WORKS & PROPERTY COMMITTEE  
**DATE:** June 2, 2022  
**TIME:** 6:30 p.m.  
**LOCATION:** Municipal Building Council Chambers, 136 N. Monroe Street (in-person or remote)

Join Zoom Meeting <https://us02web.zoom.us/j/83835401167?pwd=QnIDWnBxZWtFaExzYzJaYU9uandSUT09>  
Meeting ID: 838 3540 1167 Passcode: 719693  
Dial by phone 1 312 626 6799 US (Chicago)

### COMMITTEE REGULARLY SCHEDULED MEETING

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES – May 5, 2022
3. CITIZEN INPUT / PUBLIC COMMENT
4. PROJECT OVERSIGHT & UPDATES
  - a. WisDOT Funding Submittals
5. UNFINISHED BUSINESS
  - a. Improving Street Lighting At Intersection Of Madison and Monroe Street
6. NEW BUSINESS
  - a. Resolution 2022-18 Awarding Bid for Mill and Overlay project on N. Riverside Dr/Minnehaha/W. Riverside
  - b. Leschinger Street – Semi-traffic using newly constructed street.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS -- Committee Calendar
  - a. City Forestry Plan (May 2022)
  - b. Tour of municipal facilities
  - c. Mayor's 2023 Budget start date. (June 2022)
8. ADJOURNMENT

Jeanne Ritter  
Clerk/Deputy Treasurer

Committee Members: Weihert, Petts and A. Kuhl

posted, e-mailed & distributed: 05/27/2022

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 PUBLIC WORKS & PROPERTY COMMITTEE MEETING MINUTES: May 5, 2022**  
Digital audio files are archived with these written minutes additionally serving as the official record.

**COMMITTEE REGULARLY SCHEDULED MEETING**

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER AND ROLL CALL. Weihert called the meeting to order at 6pm. Committee members present: A. Kuhl, Weihert & Petts. Absent: none. Others in attendance Mike Reedy, Larry Waldo, Dan Hedges, Kathy Hedges, Jim Heideman and Carol Zimbric
2. APPROVAL OF MEETING MINUTES – April 7, 2022 [Petts/Weihert] VOICE VOTE: Motion carried. Abstain: A. Kuhl.
3. CITIZEN INPUT / PUBLIC COMMENT none.
4. PROJECT OVERSIGHT & UPDATES
  - a. WisDOT Funding Submittals- no updates.
  - b. Jefferson/Polk/Leschinger Street Reconstruction- The gas department says they weren't notified about construction. Chad will check into situation to make sure we are letting them know going forward.
    - i. Sidewalk discussion on the end of Jefferson St/ Peschel St. Hedges explained that he isn't around to shovel sidewalk and doesn't want one put on his property. City policy is currently to install sidewalks when roads are updated. Decision to keep sidewalk in the plan and allow homeowners to have sidewalk added to the list for no maintenance during winter months. Also, to relocate the dead end sign. Hedges would also like a private driveway sign put up. The city can't put up the private driveway but Yerges explained where to find those signs. [Petts/A. Kuhl] VOICE VOTE: Motion carried.
5. UNFINISHED BUSINESS
  - a. Improving Street Lighting At Intersection Of Madison and Monroe Street-no update yet
  - b. Riverside/Minnehaha and Van Buren Estimates – The bids have gone out. After bids are received we will be able to get our loan total needed.
6. NEW BUSINESS
  - a. Public Works Director's Spring Facility Inspection Report. Installing new water meters. Inspection of buildings went well. No outstanding issues at this time.
  - b. Discussion of City of Waterloo Road/Utility Out-Year Project Plan Funding sources. Tschanz discussed minor changes he made to the report so far. Following the May 9<sup>th</sup> Department head meeting he will make further changes to Out-Year Report. Mill & Overlay on W. Riverside and Minnehaha should last for at least 10 years.
  - c. Trash and Recycling Discussion -Tschanz is getting more information regarding billing of garbage/recycling and if it can be added to the tax roll without causing issues with the levy. More information to follow.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS -- Committee Calendar
  - a. Restarting An Annual Sidewalk Repair Program (March 2022) – Yerges needs to understand how much money we have to spend on sidewalks.
  - b. City Forestry Plan (May 2022) – Petts would like to see a forestry plan. She is willing to help. Yerges to give Ritter updated approved tree lawn list.
  - c. Update annual calendar – Committee felt calendar looked fine for now.
  - d. Tour of municipal facilities – Ritter to reach out to see who is interested and what would work.
8. ADJOURNMENT [Petts/ A. Kuhl] VOICE VOTE: Motion carried. 6:58 pm

Jeanne Ritter  
Clerk/Deputy Treasurer

## Jeanne Ritter

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**From:** Jeni Quimby  
**Sent:** Monday, May 23, 2022 3:07 PM  
**To:** Chad Yerges; Rich Weihert; Jeanne Ritter  
**Cc:** Denis Sorenson; Mitch Leisses  
**Subject:** RE: Leschinger Trucks? JUNE MTG

Hey Chad, looks like we missed this conversation at PW's meeting in May (Jeanne wasn't included below!). So we need to have this on the **June 2<sup>nd</sup> meeting** agenda, assuming the road won't be open by then!

Thanks,  
Jenifer Quimby / Mayor 2019 City of Waterloo, WI  
920-478-3025 / 608-516-3363 cell  
[mayor@waterloowi.us](mailto:mayor@waterloowi.us)

**From:** Chad Yerges <[dpw@waterloowi.us](mailto:dpw@waterloowi.us)>  
**Sent:** Wednesday, April 20, 2022 11:54 AM  
**To:** Jeni Quimby <[mayor@waterloowi.us](mailto:mayor@waterloowi.us)>; [tsaniter@mckaynursery.com](mailto:tsaniter@mckaynursery.com); [kpopp@mckaynursery.com](mailto:kpopp@mckaynursery.com)  
**Cc:** Denis Sorenson <[dpsorenson@waterloowi.us](mailto:dpsorenson@waterloowi.us)>; Mitch Leisses <[mleisses@geo-logic.com](mailto:mleisses@geo-logic.com)>  
**Subject:** RE: Leschinger Trucks?

All, I think this topic should be discussed at Public works committee meeting.

Chad Yerges  
City of Waterloo – DPW Director  
211 Hendricks Street  
Waterloo, WI 53594

(920) 478-3025

**From:** Jeni Quimby <[mayor@waterloowi.us](mailto:mayor@waterloowi.us)>  
**Sent:** Wednesday, April 20, 2022 9:45 AM  
**To:** [tsaniter@mckaynursery.com](mailto:tsaniter@mckaynursery.com); [kpopp@mckaynursery.com](mailto:kpopp@mckaynursery.com)  
**Cc:** Chad Yerges <[dpw@waterloowi.us](mailto:dpw@waterloowi.us)>; Denis Sorenson <[dpsorenson@waterloowi.us](mailto:dpsorenson@waterloowi.us)>; Mitch Leisses <[mleisses@geo-logic.com](mailto:mleisses@geo-logic.com)>  
**Subject:** Fwd: Leschinger Trucks?

Hi Tim, the City engineer has confirmed that Leschinger will be able to handle McKay truck traffic going forward.

Chad/Mitch, I don't know if we had signs stating no truck traffic or not, just wanted to confirm that there wouldn't be any going up.

Thanks,

Jenifer Quimby, Mayor  
Sent from my U.S.Cellular®

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**From:** Leisses, Mitchell <[mleisses@geo-logic.com](mailto:mleisses@geo-logic.com)>  
**Sent:** Wednesday, April 20, 2022 9:11:16 AM

**To:** Jeni Quimby <[mayor@waterloowi.us](mailto:mayor@waterloowi.us)>

**Subject:** RE: Leschinger Trucks?

Good Morning Mayor,

I don't see that being a problem. The roadway structure/design will be able to handle McKay's trucks.

Mitchell Leisses, Office/Senior Project Manager

***Kunkel Engineering Group, LLC***

West Bend, WI 53095

(920) 210-6330 Cell

[mleisses@kunkelengineering.com](mailto:mleisses@kunkelengineering.com)

**From:** Jeni Quimby <[mayor@waterloowi.us](mailto:mayor@waterloowi.us)>

**Sent:** Tuesday, April 19, 2022 4:04 PM

**To:** Leisses, Mitchell <[mleisses@geo-logic.com](mailto:mleisses@geo-logic.com)>

**Subject:** Leschinger Trucks?

Hey Mitch, Mckay is wondering after the road repair, will they be able to drive semi's back on it? Apparently a neighbor wasn't a fan years ago and wanted it to stop. Don't know if that's true or not, so please let me know! Thanks

Jenifer Quimby, Mayor

Sent from my U.S.Cellular©

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

**City of Waterloo, Wisconsin**  
**PRELIMINARY COST ESTIMATE**  
**Minehaha Lane Mill and Overlay**



April 14, 2022

Full depth mill existing asphalt pavement from Minnetonka Way to Indian Hills Drive. Base course to be inspected, undesirable locations to be undercut and replaced with aggregate base course, as directed by the Engineer. Asphalt pavement overlay to be placed at depth of four inches, as indicated on the plans. All other disturbed areas to be restored in kind.

**Estimated Quantities**

<b>Quantity</b>	<b>Unit</b>	<b>Item</b>	<b>Unit Cost</b>	<b>Item Cost</b>
4,000	SY	Mill Asphalt Pavement, Full Depth	\$3.00	\$12,000.00
300	CY	Undercut and Base Course Material	\$32.00	\$9,600.00
950	TN	Hot Mix Asphalt Pavement	\$72.00	\$68,400.00
30	LF	Epoxy Pavement Markings, 12-Inch	\$2.00	\$60.00
150	LF	Epoxy Pavement Markings, 8-Inch	\$1.25	\$187.50
1	LS	Traffic Control and Access	\$500.00	\$500.00
Total Estimated Construction Cost				\$90,747.50
Engineering and Contingencies (7.5%)				\$6,806.06
<b>Total Estimated Project Cost</b>				<b>\$97,553.56</b>

**City of Waterloo, Wisconsin**  
**PRELIMINARY COST ESTIMATE**  
**Riverside Drive Mill and Overlay**



April 14, 2022

Full depth mill existing asphalt pavement from West Dickenson Street to Crestview Drive. Base course to be inspected, undesirable locations to be undercut and replaced with aggregate base course, as directed by the Engineer. Asphalt pavement overlay to be placed at depth of four inches, as indicated on the plans. All other disturbed areas to be restored in kind.

**Estimated Quantities**

<b>Quantity</b>	<b>Unit</b>	<b>Item</b>	<b>Unit Cost</b>	<b>Item Cost</b>
7,500	SY	Mill Asphalt Pavement, Full Depth	\$3.00	\$22,500.00
400	CY	Undercut and Base Course Material	\$32.00	\$12,800.00
1,800	TN	Hot Mix Asphalt Pavement	\$72.00	\$129,600.00
100	LF	Epoxy Pavement Markings, 8-Inch	\$1.25	\$125.00
1	LS	Traffic Control and Access	\$1,500.00	\$1,500.00
Total Estimated Construction Cost				\$166,525.00
Engineering and Contingencies (7.5%)				\$12,489.38
<b>Total Estimated Project Cost</b>				<b>\$179,014.38</b>



107 PARALLEL STREET  
BEAVER DAM, WI 53916

1115 S MAIN STREET  
WEST BEND, WI 53095  
920-356-9447  
FAX 920-356-9454  
KUNKELENGINEERING.COM

June 1, 2022

Jenifer Quimby, Mayor  
City of Waterloo  
136 North Monroe Street  
Waterloo, WI 53594

**Re: 2022 Mill and Overlay Program  
Construction Contract Award Recommendation**

Dear Mayor Quimby:

Please find accompanying this transmittal the Bid Tabulation for the 2022 Mill and Overlay Program that was bid on May 27, 2022. As is evident, Payne & Dolan, Inc from Fitchburg, Wisconsin submitted the low bid in the amount of \$122,175.00 for Base Bid A and \$233,575.00 for Base Bid B resulting in a total project amount of \$345,750.00. Three bids were received for this project, all very competitive.

Based upon our analysis and our understanding of the Contractor's past work efforts, we heretofore recommend that the City of Waterloo award a construction contract to Payne & Dolan, Inc from Fitchburg, Wisconsin submitted for the 2022 Mill and Overlay Program in the amount of \$122,175.00 for Base Bid A and \$233,575.00 for Base Bid B resulting in a total project amount of **\$345,750.00** with the project schedule to be completed by September 30, 2022.

Mayor, should either you or the City Council have any questions or comments regarding this transmittal, please contact me at your convenience.

Sincerely,  
**KUNKEL ENGINEERING GROUP**

Mitchell Leisses  
Office/Project Manager

Enclosures

cc: Chad Yerges, Director of Public Works  
Barry Sorenson, Utility Superintendent  
Steve Taylor, Payne & Dolan, Inc



**BID TABULATION**  
**City of Waterloo**  
**2022 Mill and Overlay Program**  
**Friday, May 27, 2022 at 11:00 am**

Bid Item	Base Bid A - Minnehaha Lane	Quantity	Unit	Payne & Dolan, Inc Fitchburg, WI		Wolf Paving & Excavating of Madison Sun Prairie, WI		Kartechner Brothers LLC Waupun, WI	
				Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mill Asphalt Pavement, Full Depth	4,000	SY	\$ 2.80	\$ 11,200.00	\$ 3.80	\$ 15,200.00	\$ 2.35	\$ 9,400.00
2	Undercutting and Base Course	300	CY	\$ 42.00	\$ 12,600.00	\$ 61.00	\$ 18,300.00	\$ 54.45	\$ 16,335.00
3	Remove and Replace Concrete Curb and Gutter, 30-Inch	100	LF	\$ 72.00	\$ 7,200.00	\$ 75.00	\$ 7,500.00	\$ 199.00	\$ 19,900.00
4	Hot Mix Asphalt Pavement, 4-Inch	1,000	TN	\$ 88.50	\$ 88,500.00	\$ 80.60	\$ 80,600.00	\$ 58.55	\$ 58,550.00
5	Epoxy Pavement Markings, 12-Inch	30	LF	\$ 15.00	\$ 450.00	\$ 16.00	\$ 480.00	\$ 16.50	\$ 495.00
6	Epoxy Pavement Markings, 8-Inch	150	LF	\$ 5.00	\$ 750.00	\$ 15.00	\$ 2,250.00	\$ 15.50	\$ 2,325.00
7	Topsoil, Seed, and Mulch	75	SY	\$ 5.00	\$ 375.00	\$ 20.00	\$ 1,500.00	\$ 22.50	\$ 1,687.50
8	Erosion Control	1	LS	\$ 500.00	\$ 500.00	\$ 250.00	\$ 250.00	\$ 570.00	\$ 570.00
9	Traffic Control and Access	1	LS	\$ 100.00	\$ 100.00	\$ 2,950.00	\$ 2,950.00	\$ 31,545.00	\$ 31,545.00
10	Contract Allowance for Materials and Compaction Testing	1	LS	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
<b>Total Base Bid A:</b>					<b>\$ 122,175.00</b>		<b>\$ 129,530.00</b>		<b>\$ 141,307.50</b>

Bid Item	Base Bid B - Riverside Drive	Quantity	Unit	Payne & Dolan, Inc Fitchburg, WI		Wolf Paving & Excavating of Madison Sun Prairie, WI		Kartechner Brothers LLC Waupun, WI	
				Unit Price	Total	Unit Price	Total	Unit Price	Total
11	Mill Asphalt Pavement, Full Depth	7,500	SY	\$ 2.80	\$ 21,000.00	\$ 3.80	\$ 28,500.00	\$ 2.35	\$ 17,625.00
12	Undercutting and Base Course	400	CY	\$ 42.00	\$ 16,800.00	\$ 59.00	\$ 23,600.00	\$ 54.45	\$ 21,780.00
13	Remove and Replace Concrete Curb and Gutter, 30-Inch	100	LF	\$ 72.00	\$ 7,200.00	\$ 75.00	\$ 7,500.00	\$ 199.00	\$ 19,900.00
14	Hot Mix Asphalt Pavement, 4-Inch	2,000	TN	\$ 88.50	\$ 177,000.00	\$ 80.60	\$ 161,200.00	\$ 58.55	\$ 117,100.00
15	Epoxy Pavement Markings, 8-Inch	100	LF	\$ 5.00	\$ 500.00	\$ 15.00	\$ 1,500.00	\$ 15.50	\$ 1,550.00
16	Topsoil, Seed, and Mulch	75	SY	\$ 5.00	\$ 375.00	\$ 19.80	\$ 1,485.00	\$ 22.50	\$ 1,687.50
17	Erosion Control	1	LS	\$ 100.00	\$ 100.00	\$ 750.00	\$ 750.00	\$ 1,705.00	\$ 1,705.00
18	Traffic Control and Access	1	LS	\$ 100.00	\$ 100.00	\$ 3,450.00	\$ 3,450.00	\$ 56,715.00	\$ 56,715.00
19	Contract Allowance for Materials and Compaction Testing	1	LS	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
<b>Total Base Bid B:</b>					<b>\$ 223,575.00</b>		<b>\$ 228,485.00</b>		<b>\$ 238,562.50</b>

**Total Base Bid A + Base Bid B:**

**\$ 345,750.00**

**\$ 358,015.00**

**\$ 379,870.00**





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

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**RESOLUTION #2022-18**  
**Awarding Bid for Mill and Overlay of N. Riverside/Minnehaha/W. Riverside**

**WHEREAS**, the Public Works Director working with Kunkel Engineering Group sought bids for mill and overlay of N. Riverside, Minnehaha and W. Riverside, and;

**WHEREAS**, based upon the bid results the Public Works Committee is recommending awarding a contract to Payne & Dolan, Inc. accepting a bid amount of \$122,175.00 for Base Bid A and \$233,575.00 for Base Bid B resulting in a total project amount of \$345,750.00.

**THEREFORE, BE IT RESOLVED** that the City of Waterloo Common Council agrees to the Public Works Committee recommendation and awards the contract to Payne & Dolan, Inc. from Fitchburg, Wisconsin as stated above noting that awarded street segments are: N. Riverside, Minnehaha and W. Riverside.

**Adopted:** June 2, 2022

**CITY OF WATERLOO**

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

Attest: \_\_\_\_\_  
Jeanne Ritter, Clerk/Deputy Treasurer

SPONSOR(S) – Public Works Committee

City of Waterloo Public Works & Property Committee  
Annual Calendar (rev. 7/30/2021)

- Meeting night: 1<sup>st</sup> Thursday of month at 6:00 pm
- Monthly recurring: (1) review of Capital Projects; (2) monitor defined Progress Measures

JANUARY
<input type="checkbox"/> Oversight of bid process for future year capital purchases & contract services
FEBRUARY
<input type="checkbox"/> Notify Mayor of reappointment interest
MARCH
<input type="checkbox"/> Identify grant application opportunities
APRIL
<input type="checkbox"/> Mayoral Committee appointments
MAY
<input type="checkbox"/> Review and realign Progress Measures as needed tying back to Comprehensive Plan
<input type="checkbox"/> Update annual calendar
<input type="checkbox"/> Tour of municipal facilities
<input type="checkbox"/> Public Works Director's Spring facility inspection report (added at Mayor's request)
JUNE
<input type="checkbox"/> Mayor's 2023 Budget start date.
JULY
<input type="checkbox"/> Traditional beginning of budget consideration with budget memo to department heads.
<input type="checkbox"/> § 53-14 Recommending updated multi-year capital improvement plan to Finance, Insurance & Personnel Committee
<input type="checkbox"/> Review DPW future year budget submittal
- Operational budget
<input checked="" type="checkbox"/> Programs & Services provided
- Capital Budget
<input checked="" type="checkbox"/> Street surface maintenance program
<input checked="" type="checkbox"/> Street/Utility reconstruction plan
AUGUST
<input type="checkbox"/> PASER review ( <u>P</u> avement <u>S</u> urface <u>E</u> valuation & <u>R</u> ating) – A 1-10 rating system for road pavement condition using visual inspection to evaluate pavement surface conditions [NOTE: Updated by KEG in odd-years]
SEPTEMBER
<input type="checkbox"/> Review of municipal facility needs (multi-year)
OCTOBER
<input type="checkbox"/> Evaluating the municipal solid waste management system; trash-recycling service performance & contract
<input type="checkbox"/> Oversight of bid process for future year capital purchases & contract services
<input type="checkbox"/> Review of municipal facility needs (multi-year)
<input type="checkbox"/> Public Works Director's Fall facility inspection report (added at Mayor's request)
NOVEMBER
<input type="checkbox"/> Oversight of bid process for future year capital purchases & contract services
<input type="checkbox"/> Review of municipal facility needs (multi-year)
<input type="checkbox"/> Review of City Forestry Plan
DECEMBER
<input type="checkbox"/> Oversight of bid process for future year capital purchases & contract services
<input type="checkbox"/> Impact fee needs assessment update based on prior months review
<input type="checkbox"/> Review of municipal facility needs (multi-year)