



136 North Monroe Street  
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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 SAFETY AND HEALTH COMMITTEE  
**DATE:** January 4, 2024  
**TIME:** 6:00 p.m.  
**LOCATION:** Municipal Building Police Training Room, 136 N. Monroe Street

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES: December 7, 2023
- 3) PUBLIC COMMENT
- 4) UNFINISHED BUSINESS
  - a) Ordinance 200-1 Fire Inspection. Update Ordinance to reflect new businesses.
- 5) NEW BUSINESS
- 6) FUTURE AGENDA ITEMS, COMMUNICATIONS AND ANNOUNCEMENTS
- 7) ADJOURNMENT

Committee Members: Thomas, Cummings, Griffin

posted, e-mailed & distributed: 01/02/2024

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.

**PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES**  
**Dec 7, 2023**

- 1. Call to Order:**  
The Public Safety Committee meeting was called to order by Alderperson Thomas at 6:00PM
- 2. Roll Call:**  
Committee members present – Alderperson Thomas, Griffin, Cummings, Chief Sorenson, Public – Mark Herbst, Parks Sup Gabe Haberkorn, DPW Superintendent Chad Yerges.
- 3. Approval of Public Safety Committee Minutes of October 5, 2023.** Motion by Alderperson Griffin to approve Prior minutes of October 5, 2023, second by Cummings, motion carried.
- 4. Public Comment:** Mark Herbst requested snowmobile route on Portland Rd. be posted the same as it was in 2022. Thomas advised the Police Chief Would follow-up with the Snowmobile Club.
- 5. Unfinished Business:** None
- 6. New Business:** a) Holiday Parade, Cummings motion to send Holiday Permit to council for approval, Griffin second, motion carried.  
b) **Request to fill Lieutenant position:** Request to fill Lieutenant Position with SGT David Warner. Cummings motioned to send filling Lieutenant Position with SGT Warner to Council, Griffin second, motion carried.  
c) **Review Ordinances to update. Waterloo Fire Department requesting to implement ordinance to create an Occupancy Permit check list for New Businesses.** Motion to table by Griffin until presented by Fire Department in ordinance form, second by Thomas, motion carried.  
d) **278-5 Loud and Unnecessary noise. Struck section (3) 9:00 a.m. and 5:00pm inserting 7:00a.m. and 7:00p.m. And strike section (4) No sound shall be permitted on Sunday or legal Holiday.** Cummings motioned to send recommendation to approve changes to council for ordinance 275-5, second by griffin, motion carried.  
e) **Request to hire for open police officer position created from officer retiring.** Motion by Thomas to request filling the open police position be sent to council, second by Cummings, motion carried.
- 7. Future Agenda Items, Communications, and announcements:** None
- 8. Adjourn:** Motion to Adjourn by Alderperson Cummings, second by Griffin, motion carried.

*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

**§ 200-1 Fire Inspectors.**

- A. Fire Chief to be Fire Inspector. The Fire Chief shall hold the office of Fire Inspector with power to appoint one or more Deputy Fire Inspectors, who shall perform the same duties and have the same powers as the Fire Inspector.
- B. Inspection duties. The Fire Inspectors shall inspect, semiannually, all public buildings and places of employment, as defined in § 101.01(11), Wis. Stats., within the City limits for the purpose of noting and causing to be corrected any conditions liable to cause fires. Repairs or alterations necessary to remove the hazardous condition shall be made within a reasonable time at the expense of the owner. The Inspector shall also investigate the storage and handling of explosives and inflammable liquids within the City.
- C. Procedure. Fire inspection procedures and forms shall be developed in accordance with § 101.14, Wis. Stats., and applicable codes of the National Fire Prevention Association.
- D. Written record of inspections. The Chief shall keep a written record card of each property inspected which shall conform to the requirements of the State Department of Commerce and shall make the semiannual report of inspections required by said Department.
- E. Correction of fire hazards. When any inspection by the Fire Chief or his deputies reveals a fire hazard, the Chief or his deputies may serve a notice, in writing, upon the owner of the property giving said owner a reasonable time in which to remove the hazard. If the fire hazard is not removed within the time allowed it shall be deemed a nuisance, and the Fire Chief or his deputy may have the same removed by the City, and the cost of such removal shall be recovered in an action by the City against the owner of the property and may also be entered on the tax roll as a special charge against the property.
- F. Entering on premises. No person shall deny the Fire Inspector or his deputies free access to any property within the City at any reasonable time for the purpose of making fire inspections. No person shall hinder or obstruct the Fire Inspector in the performance of his duty or refuse to observe any lawful direction given by him.
- G. New Businesses. All new business must contact the \_\_\_\_\_ regarding leasing/purchasing property in a commercial district. Notification and Inspection are to be done before opening to the public.

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**§ 1-4 Violations and penalties.**

- A. General penalty. Except as provided in Subsection **B** below, whenever so provided in this Code, any person who shall violate any of the provisions of this Code shall, upon conviction of such violation, be subject to a penalty, which shall be as follows: [**Amended 9-20-2007 by Ord. No. 2007-18**]
- (1) First offense. Any person who shall violate any provision of this Code subject to a penalty, except for parking violations, shall, upon conviction thereof, forfeit not less than \$10 nor more than \$500, plus costs, fees, and surcharges, and in default of payment of such forfeiture and costs of prosecution may be imprisoned in the county jail until said forfeiture and costs are paid, but not exceeding 90 days.
- (2) Second offense. Any person found guilty of violating any ordinance or part of an ordinance of this Code who shall previously have been convicted of a violation of the same ordinance shall, upon conviction thereof, forfeit not less than \$20 nor more than \$1,000 for each such offense, plus costs, fees, and surcharges, and in default of payment of such forfeiture and costs may be imprisoned in the county jail until said forfeiture and costs of prosecution are paid, but not to exceed six months.
- B. Penalty for minors. In the event proceedings are commenced against children aged 16 or older for violations of Chapters **133, 309, 346** and **350** of this Code, or children 14 years of age or older for other violations of this Code, except Chapters **133, 309, 346** and **350**, the provisions of §§ 48.37, 938.17(2), 938.237, 938.343 and 938.344, Wis. Stats., shall be applicable.
- C. Continued violations. Each violation and each day a violation continues or occurs shall constitute a separate offense. Nothing in this Code shall preclude the City from maintaining any appropriate action to prevent or remove a violation of any provision of this Code.
- D. Execution against defendant's property. Whenever any person fails to pay any forfeiture and costs of prosecution upon the order of the court for violation of any ordinance of the City, the court may, in lieu of ordering imprisonment of the defendant, or after the defendant has been released from custody, issue an execution against the property of the defendant for said forfeiture and costs.

City of Waterloo Check list for New Business:

Contacts Info including home address, phone numbers, and emails.

What type of business?

When would you like to open?

Is the property zoned appropriately for this type of Business?

Notify the Building Inspector

Notify the Fire Department

Inspections Completed

Occupancy Given after inspections are conducted and have passed or met code.

Licenses and permits are issued.

If inspections failed, City would hold permit from occupant.

If everything is in the clear, free to do business and open to public.

Please request if property is sold to update information and have new owner fill out paperwork.