



136 North Monroe Street
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www.waterloowi.us

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: May 2, 2024
TIME: 6:30 p.m.
LOCATION: Municipal Building Council Chambers, 136 N. Monroe Street

- 1) COMMITTEE REGULARLY SCHEDULED MEETING
- 2) PLEDGE OF ALLEGIANCE, CALL TO ORDER AND ROLL CALL
- 3) APPROVAL OF MEETING MINUTES – April 4, 2024
- 4) CITIZEN INPUT / PUBLIC COMMENT (3 minutes per individual)
- 5) PROJECT OVERSIGHT & UPDATES
- 6) UNFINISHED BUSINESS
- 7) NEW BUSINESS
 - a) Resolution #2024-09 Awarding of Contract for City Parking lot and sidewalks.
- 8) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS -- Committee Calendar
- 9) ADJOURNMENT

Jeanne Ritter
Clerk/Deputy Treasurer

Committee Members: Weihert, Haseleu, and A. Kuhl

posted, e-mailed & distributed: 4/25/2024

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.

CITY OF WATERLOO

PUBLIC WORKS & PROPERTY COMMITTEE MEETING MINUTES: April 4, 2024

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 6:30 pm. Committee members present: A. Kuhl & Weihert. Absent: Haseleu Others in attendance: Mayor Quimby; Police Chief Sorenson; Alderperson Thomas; Alderperson Griffin; DPW Supervisor Yerges; Utility Superintendent Sorenson; Alderperson C. Kuhl and Clerk Ritter.
2. APPROVAL OF MEETING MINUTES – March 7, 2024 [A. Kuhl/Weihert] VOICE VOTE: Motion carried.
3. CITIZEN INPUT / PUBLIC COMMENT - none
4. PROJECT OVERSIGHT & UPDATES
5. UNFINISHED BUSINESS
6. NEW BUSINESS
 - a. Capital Roads – Discussion only.
 - b. Trees & Sidewalks/Path Repair Budget 2025. 23 trees on E. Madison that will have to be removed for the Hwy project.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. – Chipper is still down. Hoping that it is repaired before the 15th of April.
8. ADJOURNMENT [A. Kuhl/Weihert] VOICE VOTE: Motion carried. 6:52 pm

Jeanne Ritter
Clerk/Deputy Treasurer



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RESOLUTION #2024-09

Awarding A Contract For 2024 Municipal Parking lot and Sidewalks

Whereas, this contract for pavement maintenance is funded from the 2024 Capital Project Fund, and;

Whereas, the public bids were advertised and opened on April 26, 2024 by City Engineer, Mitchell Leisses and DPW Supervisor Chad Yerges. Mitch Leisses, City Engineer has forwarded the attached recommendation letter and bid tabulation.

Whereas, in addition to the base bid for the parking lot alternate bids were sought for new sidewalk. Alternate 1, Alternate 2 and Alternate 3.

Now Therefore Be It Resolved, by the Common Council of the City of Waterloo, Wisconsin, that it awards a contract for the work described above to R&T Voegeli Excavating, LLC Monroe, Wisconsin. With a base bid in the amount of \$305,138.00 with an Alternate 1 in the amount of \$45,824.25, \$ 36,530.50 for Alternate 2 and \$13,826.00 for Alternate 3. This project is set to begin in the Summer of 2024.

PASSED AND ADOPTED ON this 2nd day of May 2024.

City of Waterloo

Signed: _____
Jenifer Quimby
Mayor

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer

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

- Meeting night: 1st 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
ID Programs & Services provided.
- Capital Budget
ID Street surface maintenance program
ID Street/Utility reconstruction plan
AUGUST
<input type="checkbox"/> PASER review (Pavement Surface Evaluation & Rating) – 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)