



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, April 7, 2022 – 7:00 p.m.**  
**Participate Remotely Or In-Person**

Join Zoom Meeting: <https://us02web.zoom.us/j/85125039531?pwd=WXgxcFcxbm9wbXBjR3RZNFU5UT09>  
Meeting ID: 851 2503 9531 Passcode: 425183  
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:

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL
- 2) MEETING MINUTES APPROVAL: March 17, 2022
- 3) CITIZEN INPUT / PUBLIC COMMENT
- 4) NEW BUSINESS
  - a) Approving Agents for Liquor Licenses
    - i) Agent Kent Ganske/The Solarium
    - ii) Agent Elizabeth Davis/ Waterloo Market LLC
  - b) Class B Beer and Liquor. Class C Wine Applications for 4/8/2022-06/30/2022
    - i) The Solarium 575 W Madison St
    - ii) Waterloo Market LLC 103 N Monroe St
  - c) Ordinance 2022-05 Update §85-7
  - d) Resolution #2022-11 Recognizing Eric Rhynes For His Municipal Service As a Member of the Waterloo Common Council
  - e) City Clerk Position Opening – Interview. [NOTE: The City Council may meet in closed session per Wis. Stat. 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Committee will reconvene in open session.
  - f) Appointment of City Clerk/Deputy Treasurer
- 5) MEETING SUMMARIES (since last Council meeting)
  - a) 03/22/2022 Plan Commission
  - b) 03/29/2022 Fire/EMS
  - c) 04/05/2022 Water & Light
  - d) 04/06/2022 Parks Commission
  - e) 04/07/2022 Public Safety & Health
  - f) 04/07/2022 Public Works & Property
- 6) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSION
  - a) Public Safety & Health
    - i) Waterloo Business Association Wine Walk Event Application
  - b) CDA
    - i) Ordinance 2022-01 Amending Section 140-15 Unsafe Buildings Renaming it Regulation and Permit for Demolition of Structures
  - c) Public Works and Property
    - i) Approval of Small Cell Sites in Waterloo
    - ii) City of Waterloo Road / Utility Out-Year Project Plan
- 7) OLD BUSINESS
  - a) Ambulance & Emergency Medical Service Agreement Update.
- 8) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 9) ADJOURNMENT

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: March 17, 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 7:00 p.m. Alderpersons present: Cummings, Rhynes, Kuhl, Griffin, Thomas, Weihert, Petts Alderpersons attending remotely: none Absent: none. Others attending remotely or in-person: Police Chief Sorenson; Treasurer/ Deputy Clerk Tschanz; DPW Supervisor Yerges; Parks Coordinator Haberkorn; WLOO videographers; Fire Chief Benisch; Kyle Carrier, Danyell Tremmel, Gabriel Altenbernd, Mark Herbst and Don Nell. The pledge of allegiance was recited.
2. MEETING MINUTES APPROVAL: March 3, 2022 Motion [Griffin/Rhynes] VOICE VOTE: Motion carried. (Petts abstain]
3. CITIZEN INPUT / PUBLIC COMMENT Don Nell construction trash and debris along McKay Way. Would like to see that all cleaned up. Chris Butschke has been updated on the situation.

**OLD BUSINESS**

- a. City Clerk Position Opening –2nd Interviews. [NOTE: The City Council may meet in closed session per Wis. Stat. 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Committee will reconvene in open session.] MOTION [Kuhl/Cummings] to enter into closed session. VOICE VOTE: Motion carried. [Kuhl/Petts] to come out of closed session. VOICE VOTE: Motion carried.
  - b. Appointment of City Clerk/Deputy Treasurer. Recommend Danyell Tremmel for the Clerks position MOTION: [Thomas/Petts] Voice Vote: Motion carried.
4. MEETING SUMMARIES (since last Council meeting)
    - a. 03/09/2022 Cable Television Regulatory Board. LaRon 90 day review
    - b. 03/15/2022 CDA
    - c. 03/15/2022 Library Wireless policy & outdoor signage policy. Carpet estimates.
    - d. 03/17/2022 Finance, Insurance & Personnel Committee Dept Head reviews complete
  5. CONSENT AGENDA ITEMS MOTION: [Kuhl/Weihert] VOICE VOTE: Motion carried.
    - a. February Reports Of City Officials & Contract Service Providers
      - i. Parks
      - ii. Fire & Emergency Medical Services (not included)
      - iii. Building Inspections
      - iv. Public Works
      - v. Police
      - vi. Library Board
      - vii. Water & Light Utility Commission
      - viii. Watertown Humane Society
  6. RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
    - a. Plan Commission MOTION [Weihert/Cummings] to change order to address ii before i. VOICE VOTE: Motion carried.
      - i. Certified Survey Map Applications, McKay Way Lots 34, 35, 36, 37 & 38, Arc Designs Resources Inc., Representing JGP Development LLC. MOTION: [Weihert/Cummings] to accept certified maps. VOICE VOTE: Motion carried.
      - ii. Ordinance 2022-03 An Ordinance Rezoning McKay Way Lots 1-6 and 32-41 from Residential District (R-2) to a Planned Development District (PDD). MOTION: [Weihert/Cummings] VOICE VOTE: Motion carried.
    - b. Finance, Insurance & Personnel
      - i. February 2022 Financial Statements: General Disbursements \$1,388,619.63; Payroll \$73,177.23 & Clerk/Treasurer’s Reports [[see on municipal website](#)] MOTION: [Thomas/Rhynes] ROLL CALL Ayes: Cummings, Rhynes, Kuhl, Griffin, Thomas, Weihert and Petts. Noes: none. Motion carried.

- ii. Ambulance & Emergency Medical Service Agreement-Attorney language added. Update since Town of Waterloo meeting. Table until April when Town of Waterloo meets again. Add to April 21<sup>st</sup> meeting.
- iii. Resolution 2022-10 Appointing Mike Tschanz as Interim Clerk until new Clerk is announced. MOTION: [Thomas/Griffin] VOICE VOTE: Motion carried.

7. NEW BUSINESS

8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS: Postcards sent this year to dog registration owners that haven't paid yet. April 5<sup>th</sup> is Election Day. Austin Kuhl is a write- candidate for Ward 2. Lead pipe removal grant will be available soon. Police Dept notified they received a grant. More information will be coming on that.
9. ADJOURNMENT: MOTION: MOTION [Kuhl/Rhynes] 8:30 p.m. VOICE VOTE: Motion carried.

Attest:

Mike Tschanz, Deputy Clerk/Treasurer



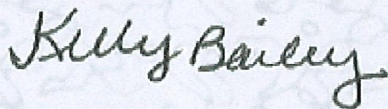
# Wisconsin Responsible Beverage Seller/Server Training

**KENT GANSKE**

has met all training requirements and successfully completed the above course and/or exam.

Certification Number: SL161639

Date of Completion: 03/29/2022



Authorized Signature

This certificate represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats. Present this certificate to your local municipal clerk's office to receive your Operator's or Retail license.

Diversys Learning, Inc.  
1101 Arrow Point Drive, Suite 302  
Cedar Park, TX 78613

# Serving Alcohol

is proud to present this certificate to

**ELIZABETH DAVIS**

for successful completion of the online course

## Wisconsin Alcohol Seller/Server Course



PERSONS COMPLETING THIS COURSE HAVE AGREED TO EXECUTE THE FOLLOWING POLICIES TO THE BEST OF THEIR ABILITIES.

- \* CARD ANY PERSON 35 YEARS OF AGE OR YOUNGER
- \* OBSERVE AND REPORT ANY CUSTOMER SHOWING SIGNS OF POSSIBLE IMPAIRED BEHAVIOR TO MANAGEMENT
- \* RESPOND IMMEDIATELY TO ANY POSSIBLE PROBLEM SITUATION
- \* DETERMINE THE PEOPLE ENTERING THE PREMISES TO CONSUME ALCOHOL ARE OF LEGAL ALCOHOL DRINKING AGE AND RECORD THEM IF THERE IS ANY QUESTION ABOUT THEIR AGE
- \* ENSURE A PERSON MATCHES THEIR VALID LEGAL IDENTIFICATION

This is a Wisconsin Department of Revenue approved Responsible Beverage Server Training Course in compliance with Sec. 125.17 (6), 134.66 (2m), and 125.04 (5) (a) 5. Wis. Stats.

Verify online at  
[servingalcohol.com](http://servingalcohol.com)

### Verification Code

AHsIL14EWI

### Date Issued

Feb 4th, 2022

**VALID FOR 2 YEARS**

**This is not a Wisconsin operators/bartenders license.**

**This certificate will be requested to obtain a Wisconsin operators/bartenders license from the Wisconsin city clerk's office in the municipality where you are working.**

**Find your city clerk's office here: <https://elections.wi.gov/clerks/directory>**

### Wisconsin Alcohol Seller/Server Course

**Name: ELIZABETH DAVIS**

**Certification Date: Feb 4th, 2022**

**Certificate Code: AHsIL14EWI**

**Verify Online: [servingalcohol.com](http://servingalcohol.com)**

**125.17(6), 134.66 (2m), 125.04(5)(a)5 Wis. Stats.**

**SERVING ALCOHOL INC**

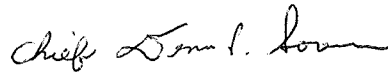
**VALID FOR 2 YEARS**

**Learn more about this wallet card at <http://servingalcohol.com/wallet-card>**

Date: March 23, 2022

To: Common Council Members

From: Police Chief Denis P. Sorenson



Subject: Class A and B Intoxicating Liquor and Beer License Applications

The following Class A,B and C License applications have been reviewed and are in compliance with the regulations, ordinances and laws of the City of Waterloo Municipal Code.

NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	"Class A" Intoxicating Liquor License (Cider Only)	"Class C" Wine License	Cigarette License
ETC INC./The Solarium Kent Ganske, Agent 6840 Redspire Lane DeForest, WI 53532 (The Solarium) 575 West Madison St Waterloo, WI 53594	X	X					
Waterloo Market LLC Elizabeth E Davis, Agent W8594 Dunneisen Lane Waterloo, WI 53594 Waterloo Market LLC) 103 N Monroe St Waterloo, WI 53594		X				X	



# Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 04/01/2022 ending: 06/30/2022  
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the:  Town of } Waterloo  
 Village of }  
 City of }

County of Jefferson Aldermanic Dist. No. \_\_\_\_\_  
 (if required by ordinance)

Check one:  Individual  Limited Liability Company  
 Partnership  Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number applying 2/1/22 <u>456-1030916520 02</u>	
FEIN Number 87-3666155	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ 100
<input checked="" type="checkbox"/> <del>Class C wine</del>	\$ <del>100</del> <u>50</u>
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ 500
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ 10
<b>TOTAL FEE</b>	<b>\$ 710</b>

50 25  
50  
100 125  
10  
210  
3160.00

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)  
ETAC INC.

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Wurzburger</u>	<u>Joshua</u>	<u>Jacob</u>	<u>275 W 96th St., New York, NY 10025</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Ganske</u>	<u>Julie</u>		<u>6840 Redspire Ln DeForest WI 53532</u>
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Banks</u>	<u>Sarah</u>		<u>3918 Madison Bnd NW Kennesaw, GA 30144</u>
Agent Last Name, (DIRECTOR)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Haney</u>	<u>Douglas</u>		<u>2 South Center Street Baraboo, WI 53913</u>
Directors / Managers Last Name (#62)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>KENT GANSKE</u>	<u>KENT</u>		<u>2504 County Road F, Baileys Harbor, WI 54202</u>

1. Trade Name The Solarium Business Phone Number 608-600-0400  
 2. Address of Premises 575 W Madison St. Post Office & Zip Code 53594

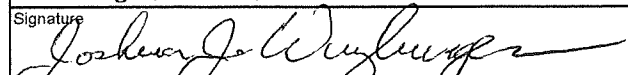
3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

In the east wing of the building, on the first floor, there is a kitchen and dining hall with a glass wall. The kitchen will function as a point of sale for the alcoholic beverages, and the dining room as the space in which people can drink them. The kitchen also has a closet which will store the alcohol before being moved to the fridge. Records of sales will be kept in an office on the second floor, on the northeast corner of the building, in room 2-E5. Floor plan attached.

4. Legal description (omit if street address is given above): \_\_\_\_\_  
 5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? .....  Yes  No  
 (b) If yes, under what name was license issued? \_\_\_\_\_

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain**  Yes  No  
**Employee will complete an online training course in Wisconsin Responsible Beverage Server Training + Food Handling Training from 360 Training.**
- 
7. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant?  Yes  No  
**If yes, explain.**
- 
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain**  Yes  No
- 
9. (a) **Corporate/limited liability company applicants only:** Insert state Wisconsin and date 11/19/21 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain**  Yes  No  
ETAC INC.
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin?  Yes  No  
**If yes, explain.**
- 
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277]  Yes  No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) Wurzburger, Joshua, J.	Title/Member President	Date 12/14/21
Signature 	Phone Number 917-370-3095	Email Address jw@crc.net

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	



WISCONSIN DEPARTMENT OF REVENUE  
PO BOX 8902  
MADISON, WI 53708-8902

**Contact Information:**

2135 RIMROCK RD PO BOX 8902  
MADISON, WI 53708-8902  
ph: 608-266-2776 fax: 608-224-5761  
email: DORBusinessTax@wisconsin.gov  
website: revenue.wi.gov

Letter ID L1583128784

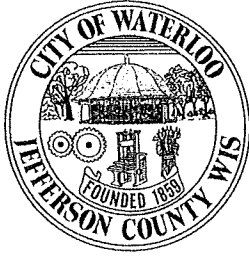
ETAC INC.  
275 W 96TH ST APT 10R  
NEW YORK NY 10025-0205

## Wisconsin Department of Revenue Seller's Permit

**Legal/real name:** ETAC INC.  
**Business name:** THE SOLARIUM  
575 W MADISON ST  
WATERLOO WI 53594-1378

- This certificate confirms you are registered with the Wisconsin Department of Revenue and authorized in the business of selling tangible personal property and taxable services.
- You may not transfer this permit.
- This permit must be displayed at the place of business and is not valid at any other location.
- If your business is not operated from a fixed location, you must carry or display this permit at all events.

<b>Tax Type</b>	<b>Account Type</b>	<b>Account Number</b>
Sales & Use Tax	Seller's Permit	456-1030916520-02



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

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OFFICIAL PUBLICATION

CITY OF WATERLOO, JEFFERSON COUNTY, WI

Published by authority of the Common Council of the City of Waterloo, Jefferson County, Wisconsin pursuant to Section 125.04(3)(g) of the Wisconsin State Statutes.

Notice is hereby given that the following individuals, partnerships, corporations or limited liability companies have made application to sell intoxicating liquor and/or beer for the license period beginning April 8, 2022 and ending June 30, 2022. The granting of said licenses are now pending and will be acted upon at the April 7, 2022 regular scheduled Council Meeting.

"CLASS B" INTOXICATING LIQUOR, AND CLASS "B" BEER

NAME AND ADDRESS OF APPLICANT

W. ETAC INC  
Kent Ganske, Agent  
6840 Redspire Ln  
DeForest, WI 53532  
(The Solarium)

LOCATION OF PREMISE

575 W Madison Street  
Waterloo, WI 53594

Mike Tschanz  
Deputy Clerk/Treasurer

Dated: March 23, 2022

PUB: The Courier: March 31, 2022





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

ETAC, Inc.  
The Solarium  
Joshua Wurzburger  
275 W 96<sup>th</sup> Street  
New York, NY 10025

*\$ 4000  
overpayment  
Paid*

210.00

2/17/22 CA 36157 M

**MARCH 21, 2022 ALCOHOL BEVERAGE LICENSE APPLICATION FOR THE LICENSE PERIOD BEGINNING APRIL 8, 2022 AND ENDING JUNE 30, 2022**

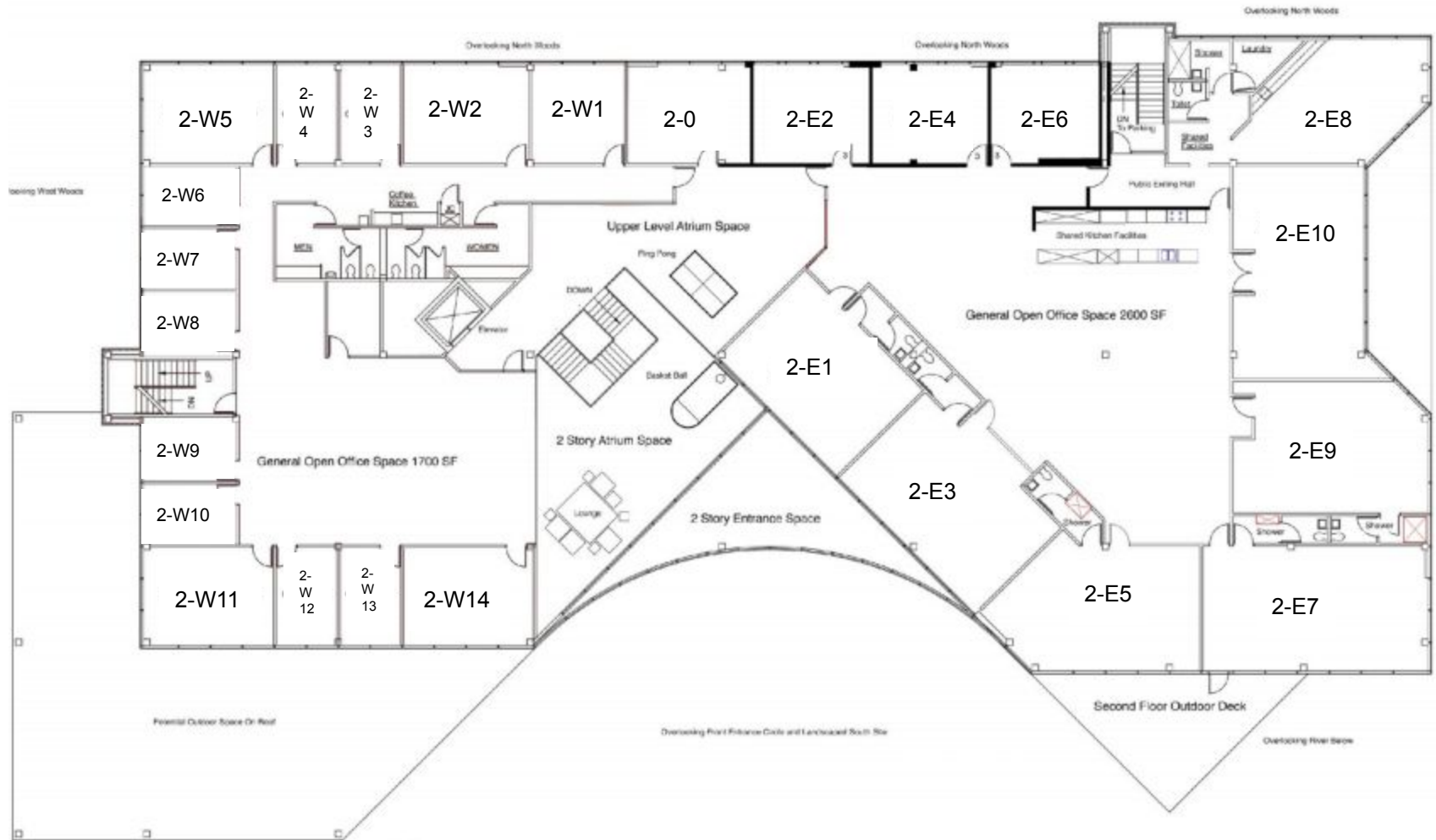
CLASS "B" BEER LICENSE.....	\$ 25.00
(Annual Fee \$100.00 – Prorated 3 Months)	
“CLASS B” LIQUOR LICENSE.....	\$125.00
(Annual Fee - \$500.00 Prorated 3 Months)	
PUBLICATION FEE.....	\$ 10.00
AGENT FEE.....	\$ 10.00
	=====
<b>TOTAL AMOUNT DUE THE CITY OF WATERLOO.....</b>	<b>\$170.00</b>

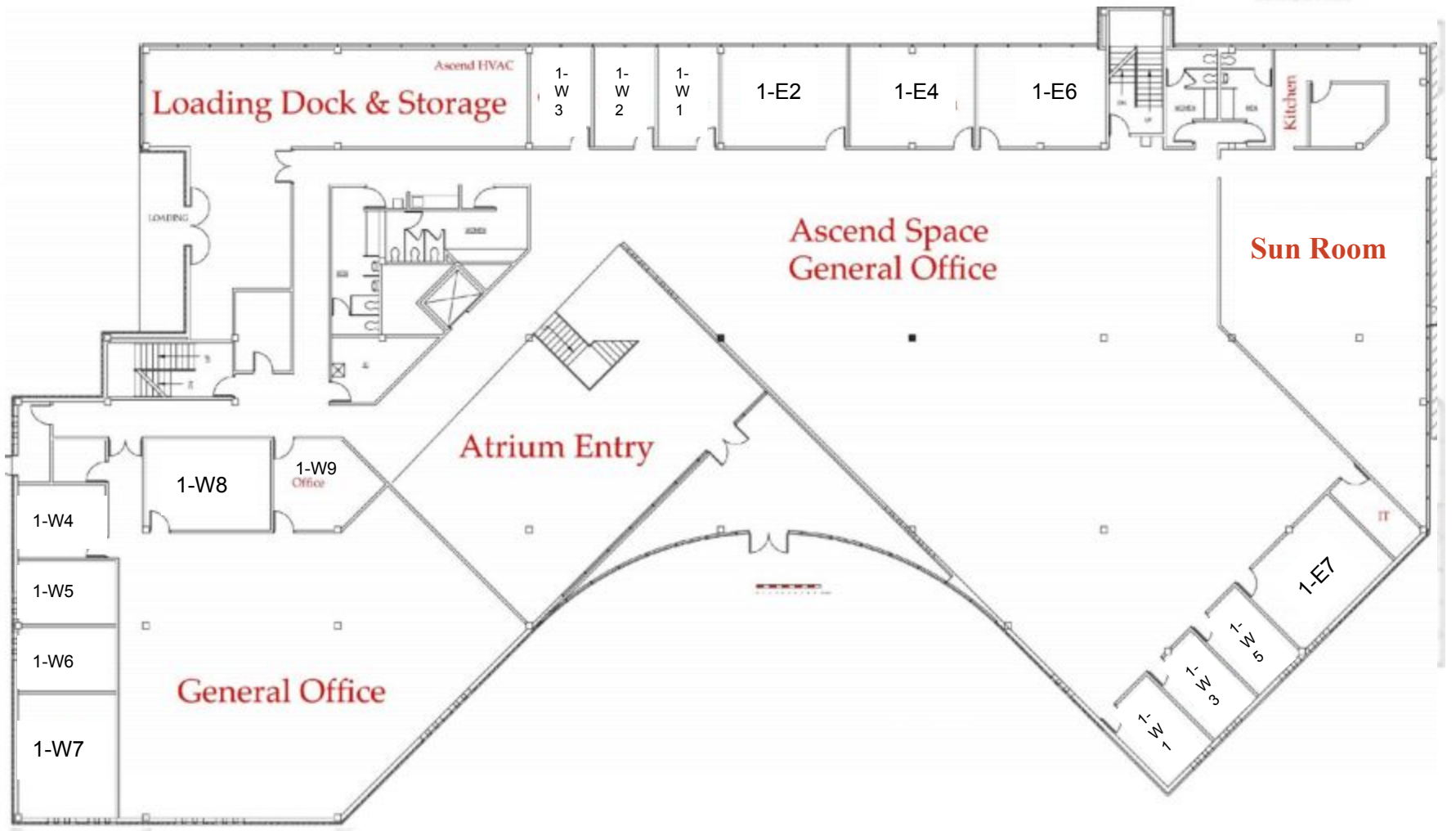
**PLEASE MAKE ALL PAYMENTS PAYABLE TO CITY OF WATERLOO TREASURER**

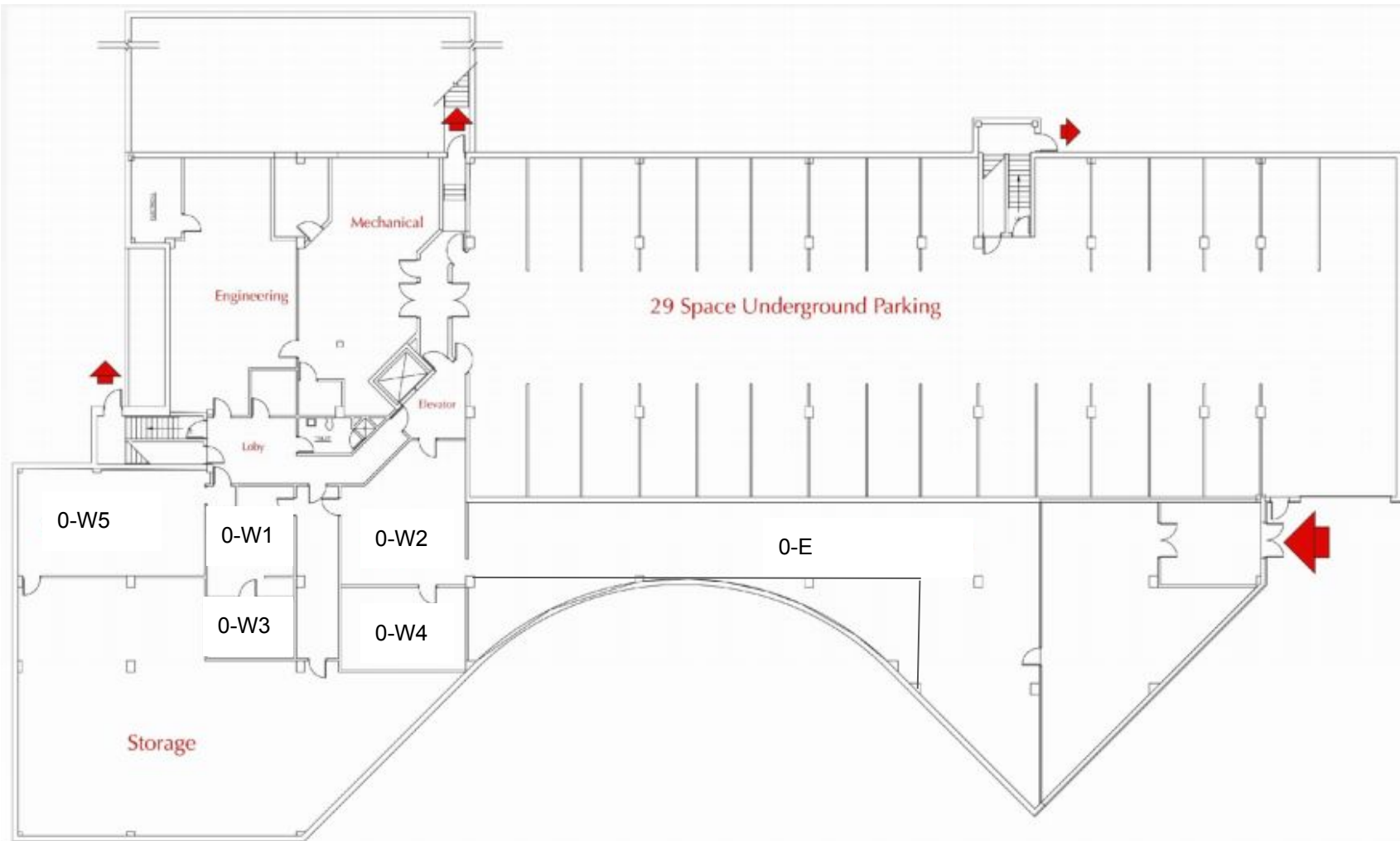
**TOTAL AMOUNT DUE BY MARCH 24, 2022**

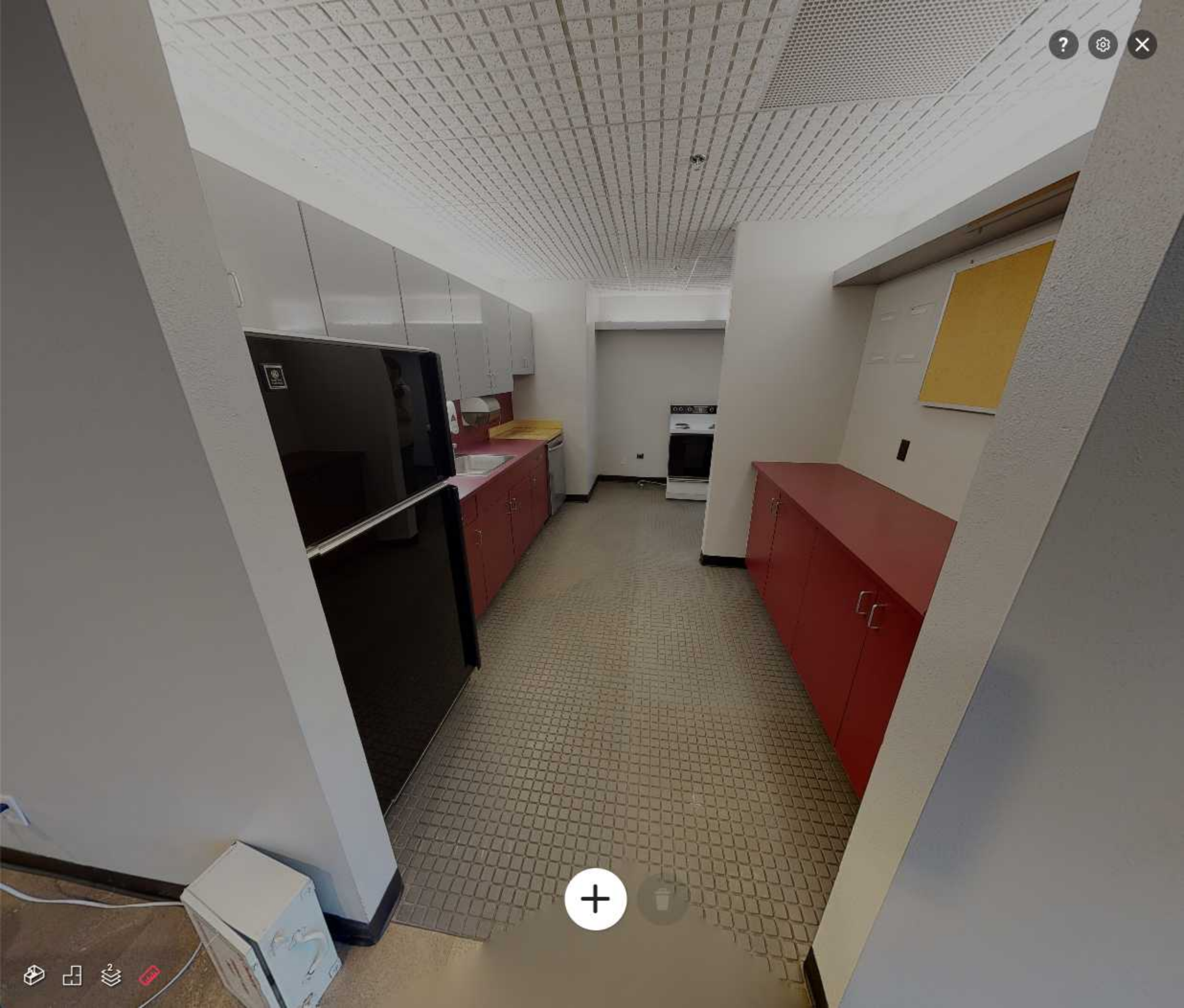
Mike Tschanz  
Treasurer/Deputy Clerk



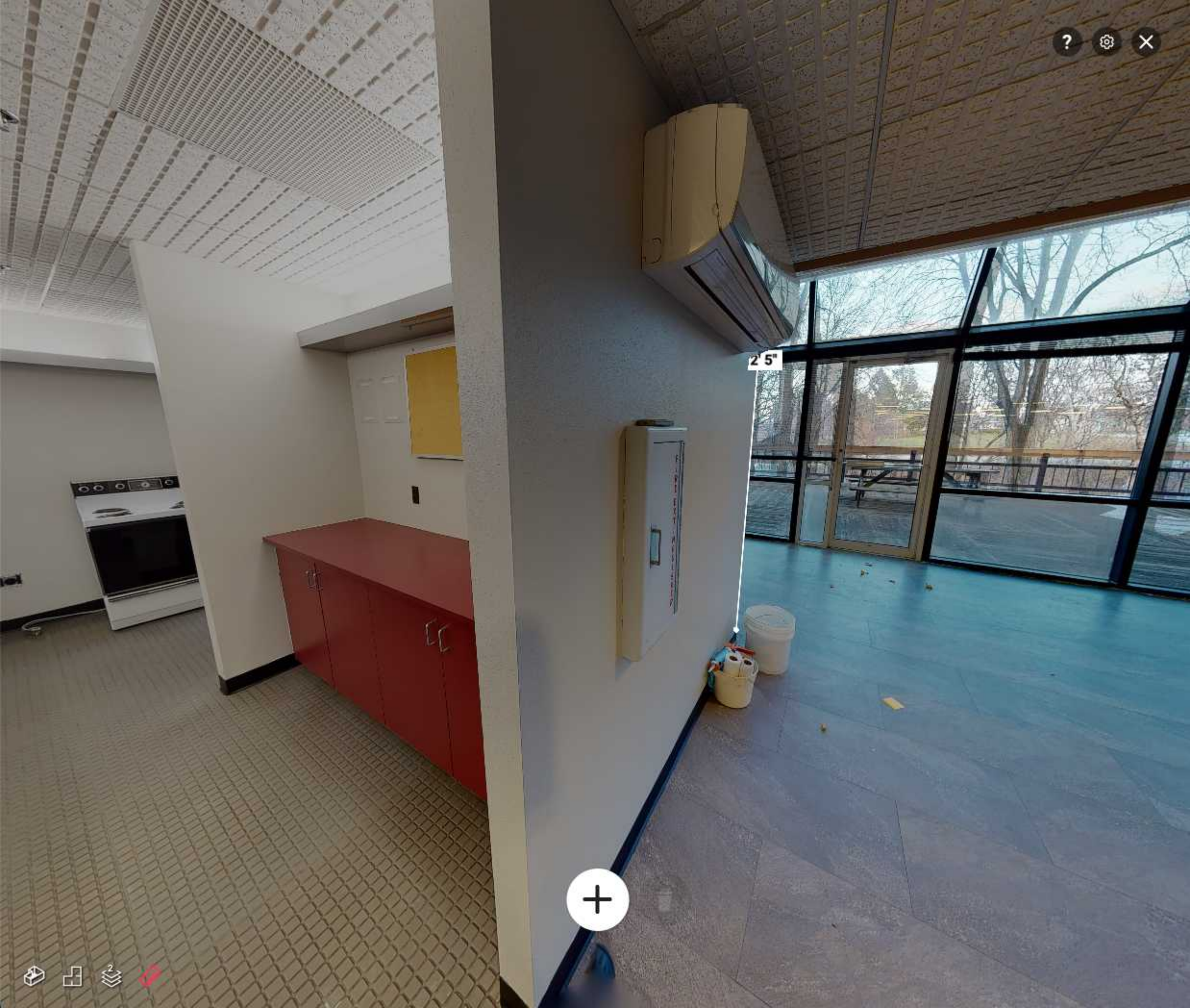








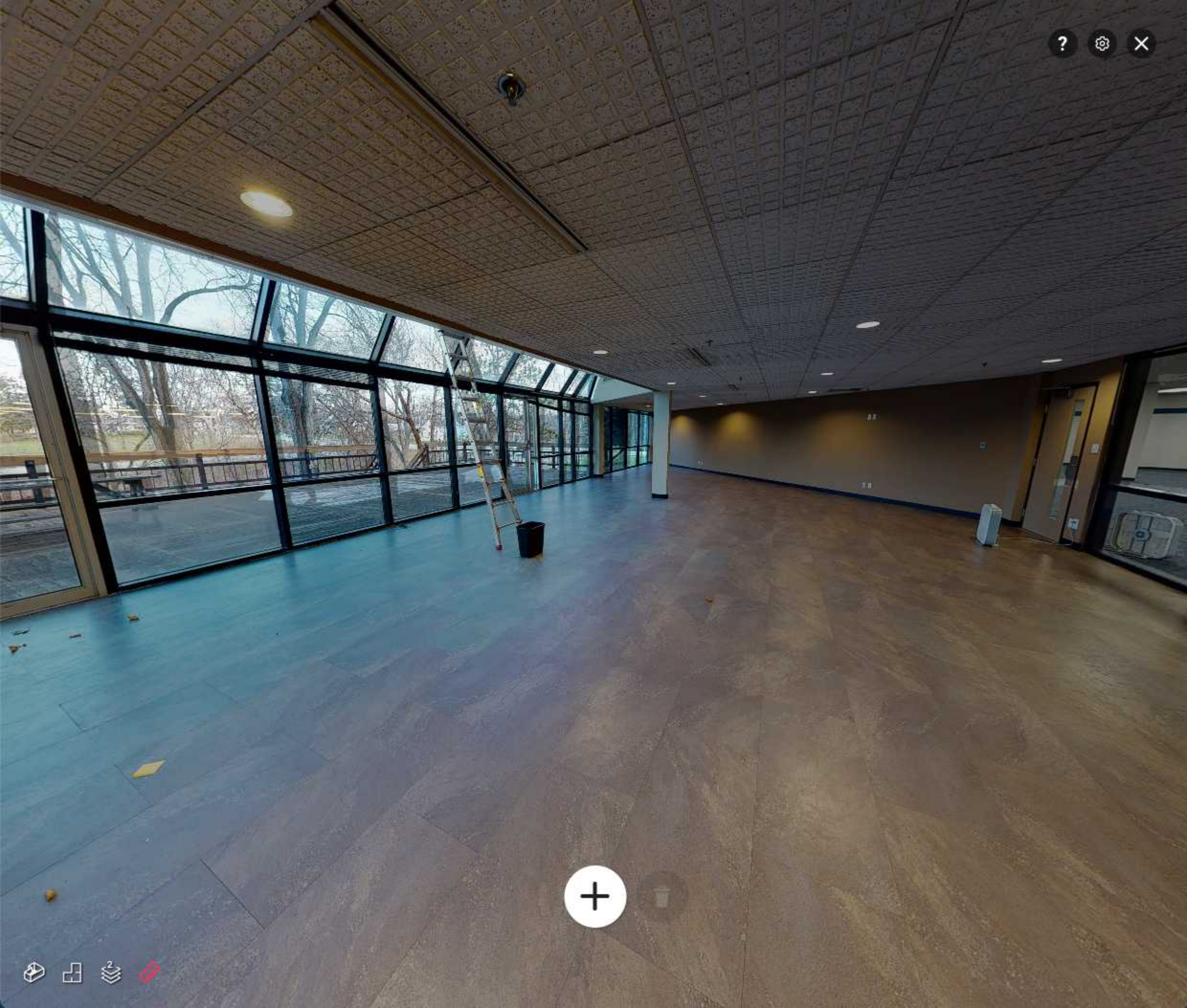




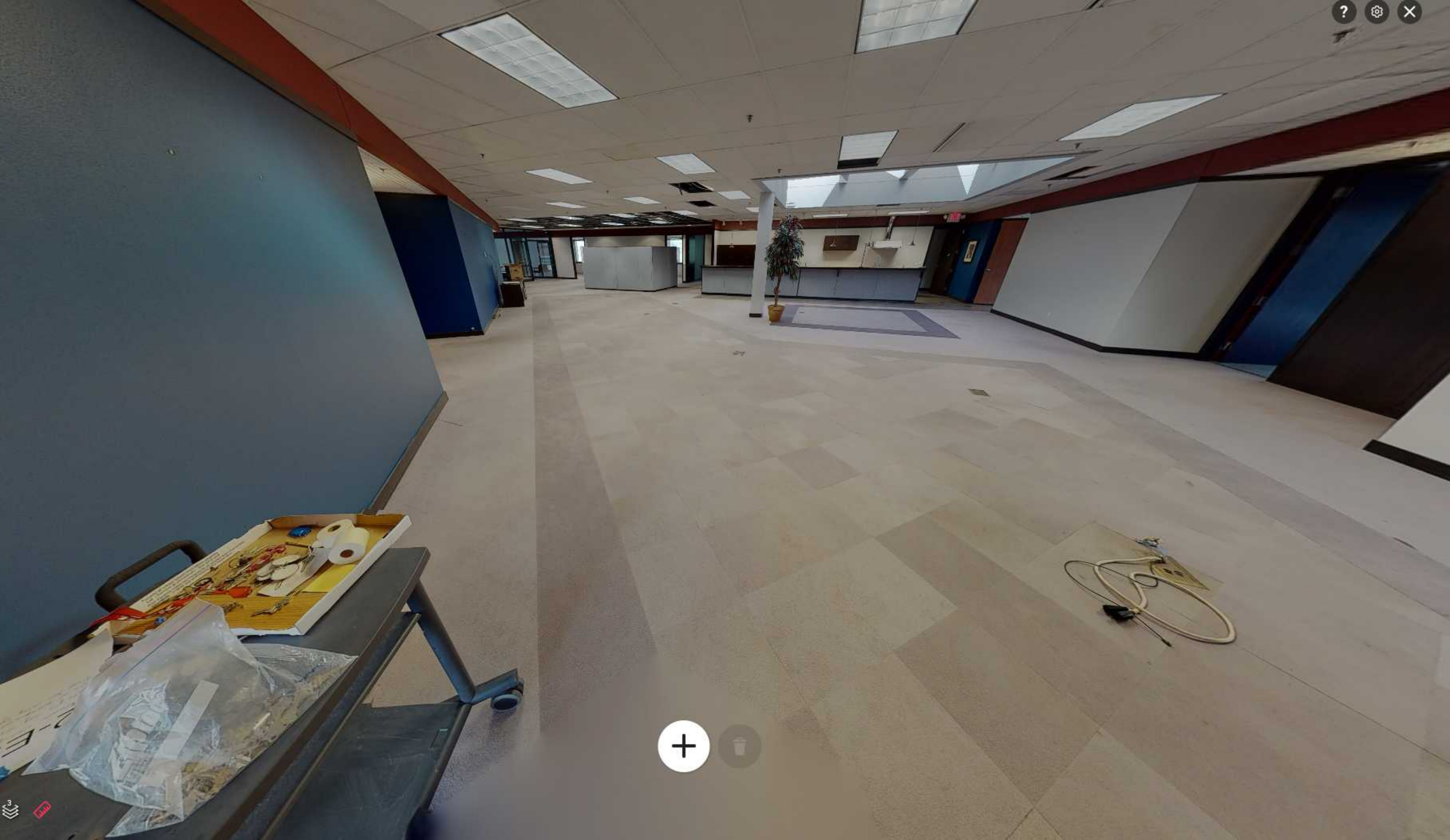
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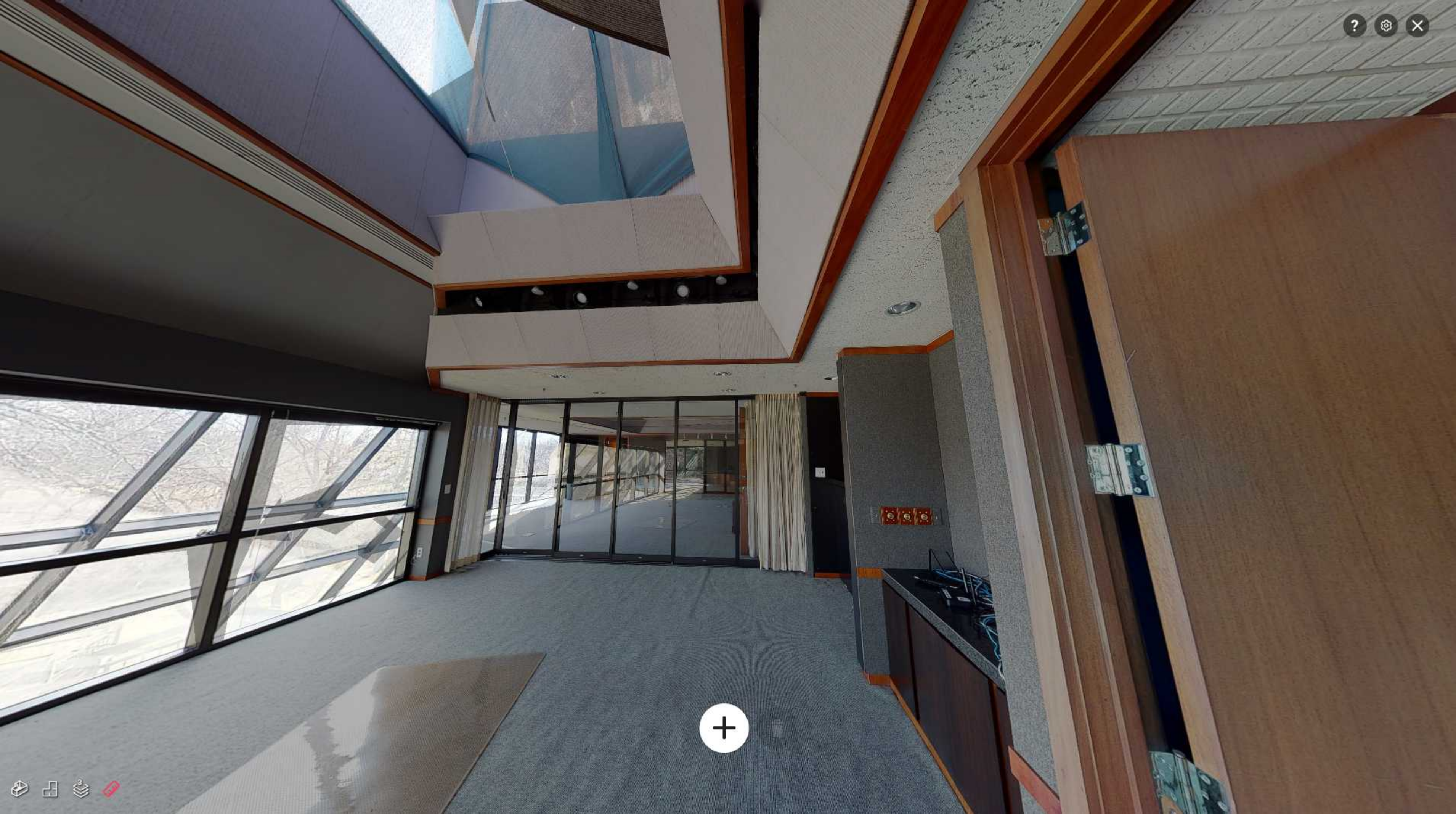








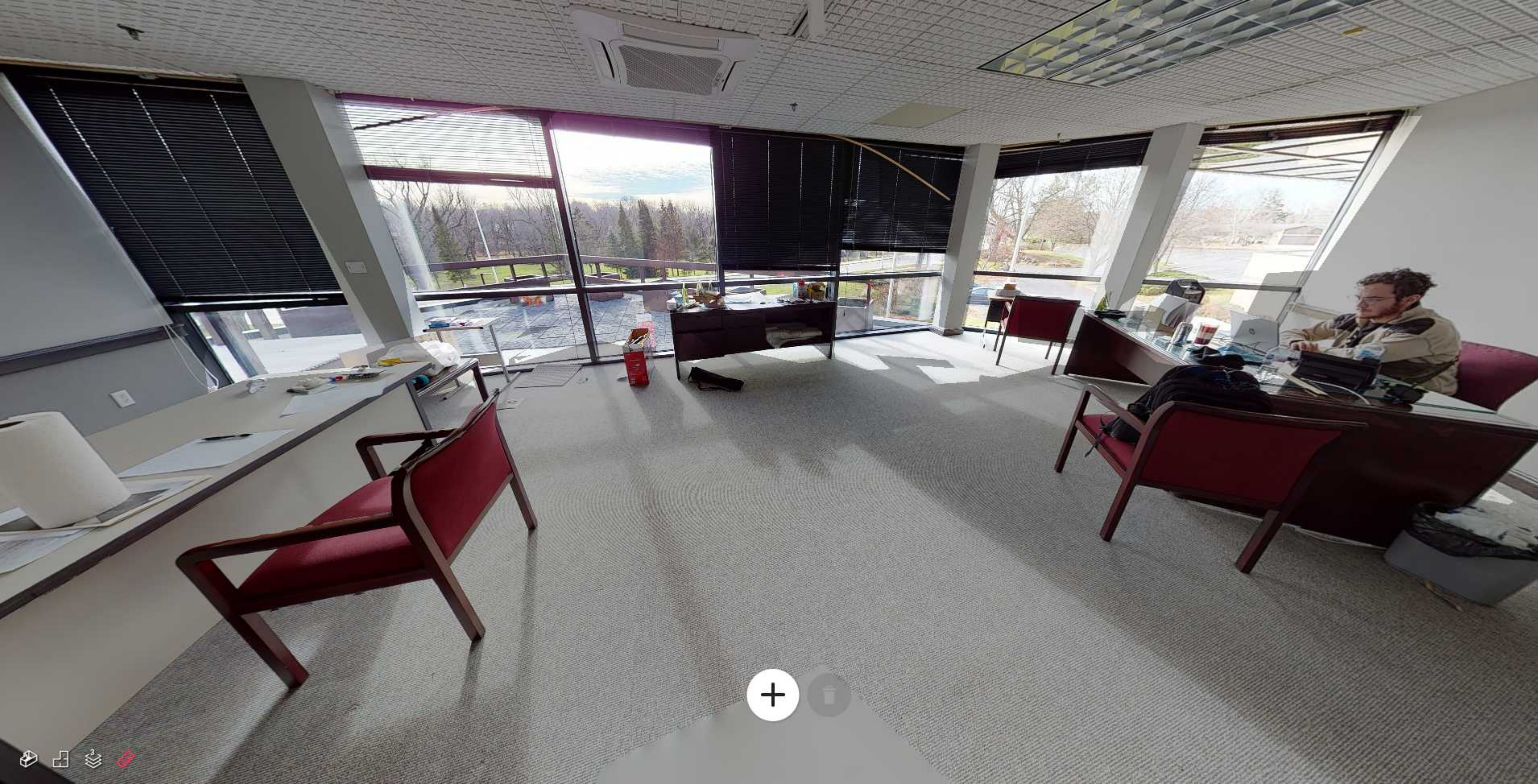




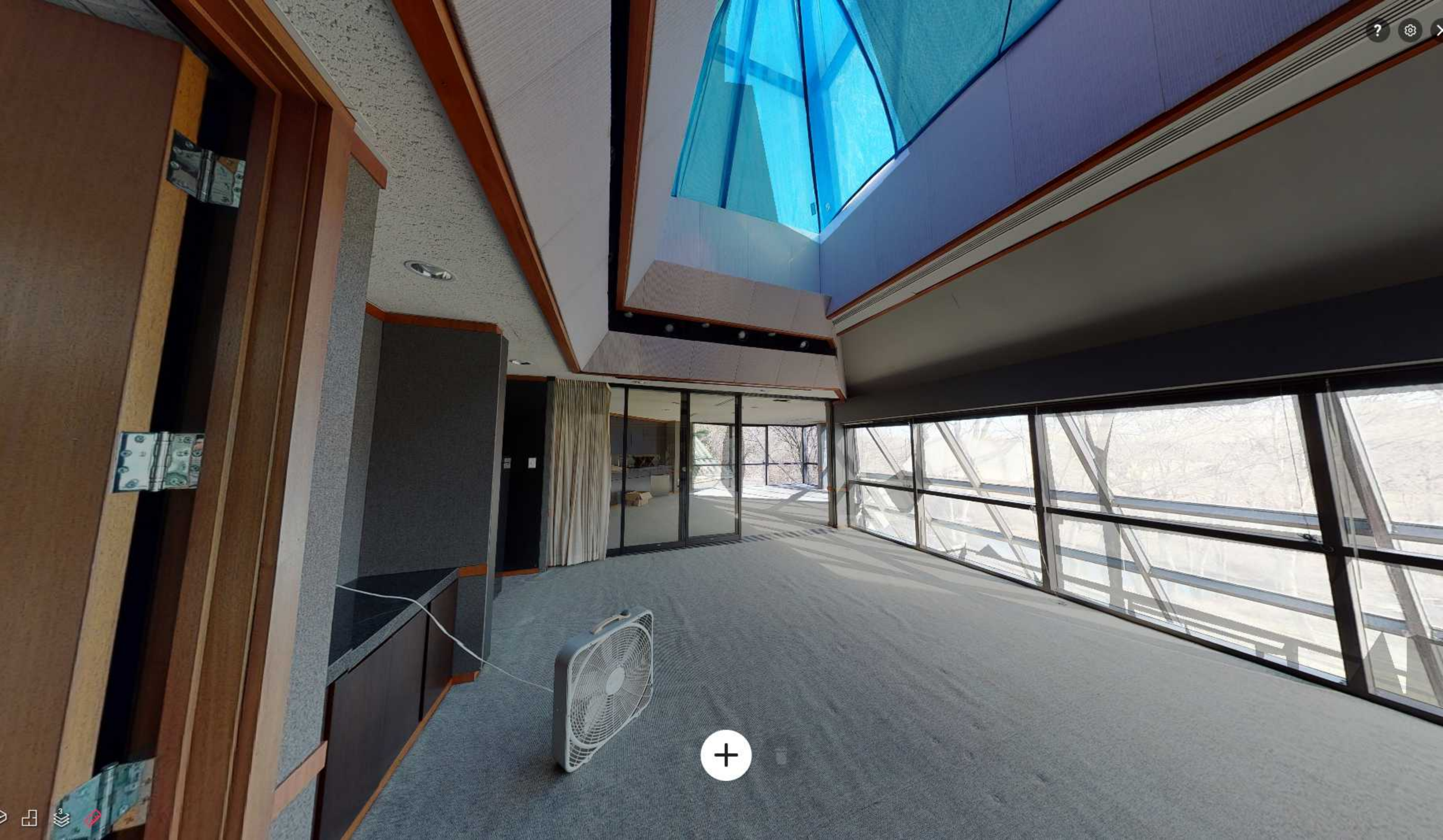












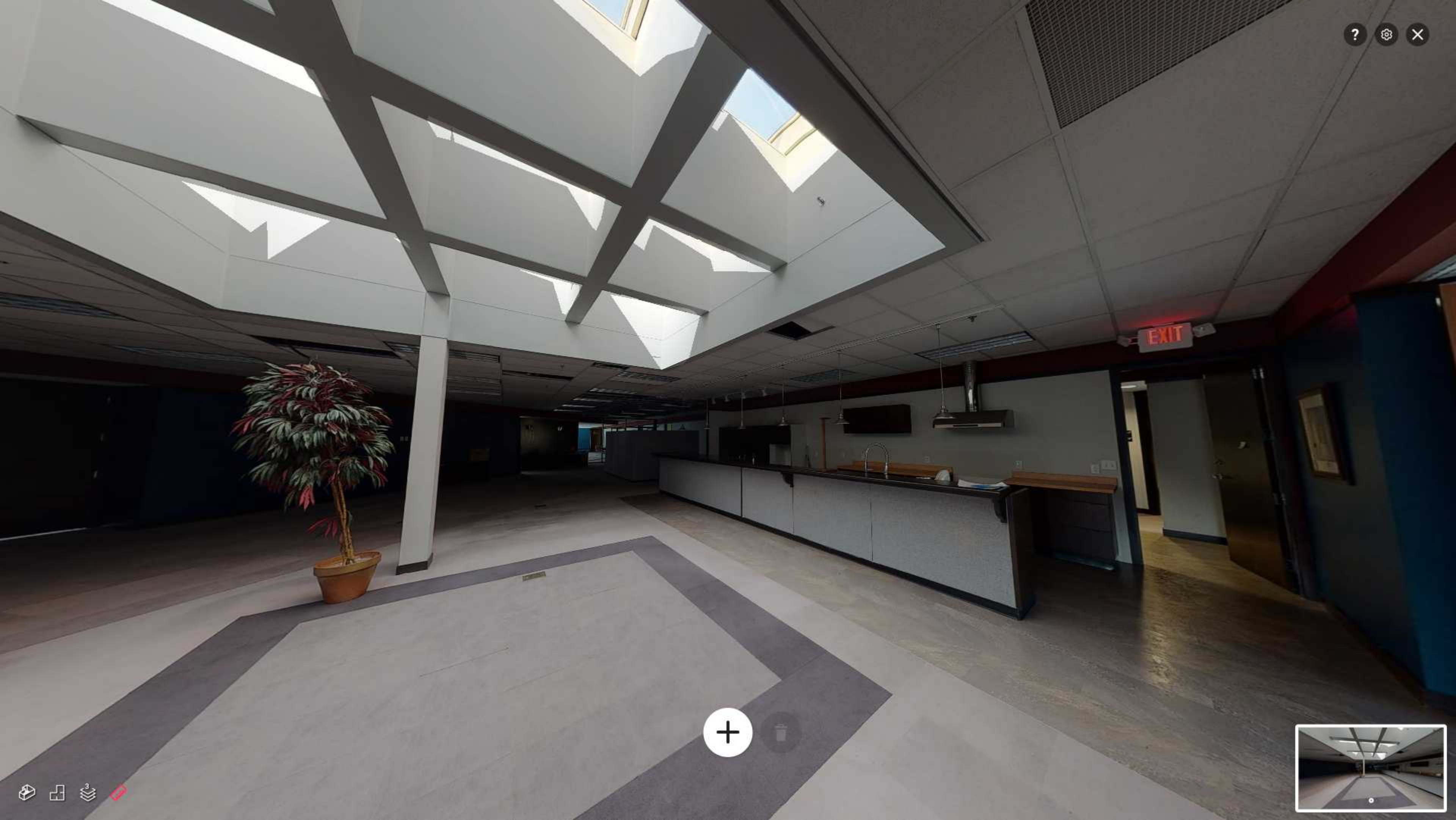




EXIT









# Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 04/08/2022 ending: 06/30/2022  
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the:  Town of } Waterloo  
 Village of }  
 City of }

County of Jefferson Aldermanic Dist. No. \_\_\_\_\_  
 (if required by ordinance)

Check one:  Individual  Limited Liability Company  
 Partnership  Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>456-1030904177-02</u>	
FEIN Number <u>88-0829265</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>25</u>
<input checked="" type="checkbox"/> Class C wine	\$ <u>25</u>
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>10</u>
<b>TOTAL FEE</b>	<b>\$ <u>60</u></b>

*Rec-Rec'd*

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)  
Elizabeth E. Davis - Waterloo Market LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Davis</u>	<u>Elizabeth</u>	<u>Erin</u>	<u>W8594 Dunneisen Ln 53594</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Waterloo market LLC Business Phone Number 414-491-7573  
 2. Address of Premises 103 N. Monroe St Waterloo Post Office & Zip Code 53594

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)  
commercial space, main open floor plan, office and 2 restrooms

4. Legal description (omit if street address is given above): \_\_\_\_\_  
 5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? .....  Yes  No  
 (b) If yes, under what name was license issued? \_\_\_\_\_

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** .....  Yes  No <sup>Ed</sup>

7. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? .....  Yes  No  
**If yes, explain.**

8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** .....  Yes  No

9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 2/22/22 of registration.

(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** .....  Yes  No

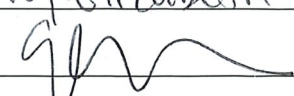
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.**  Yes  No

10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] .....  Yes  No

11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] .....  Yes  No

12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? .....  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>Davis, Elizabeth E</u>	Title/Member	Date <u>02/08/22</u>
Signature 	Phone Number <u>414-901-7573</u>	Email Address <u>stephenzoed@yahoo.com</u>

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>3/11/2022</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	



WISCONSIN DEPARTMENT OF REVENUE  
PO BOX 8902  
MADISON, WI 53708-8902

**Contact Information:**

2135 RIMROCK RD PO BOX 8902  
MADISON, WI 53708-8902  
ph: 608-266-2776 fax: 608-224-5761  
email: DORBusinessTax@wisconsin.gov  
website: revenue.wi.gov

Letter ID L1888780112

WATERLOO MARKET LLC  
103 N MONROE ST  
WATERLOO WI 53594-1124

## Wisconsin Department of Revenue Seller's Permit

**Legal/real name:** WATERLOO MARKET LLC

**Business name:**  
103 N MONROE ST  
WATERLOO WI 53594-1124

- This certificate confirms you are registered with the Wisconsin Department of Revenue and authorized in the business of selling tangible personal property and taxable services.
- You may not transfer this permit.
- This permit must be displayed at the place of business and is not valid at any other location.
- If your business is not operated from a fixed location, you must carry or display this permit at all events.

<b>Tax Type</b>	<b>Account Type</b>	<b>Account Number</b>
Sales & Use Tax	Seller's Permit	456-1030904177-02





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

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OFFICIAL PUBLICATION

CITY OF WATERLOO, JEFFERSON COUNTY, WI

Published by authority of the Common Council of the City of Waterloo, Jefferson County, Wisconsin pursuant to Section 125.04(3)(g) of the Wisconsin State Statutes.

Notice is hereby given that the following individuals, partnerships, corporations or limited liability companies have made application to sell intoxicating liquor and/or beer for the license period beginning April 8, 2022 and ending June 30, 2022. The granting of said licenses are now pending and will be acted upon at the April 7, 2022 regular scheduled Council Meeting.

Class "C" WINE AND CLASS "B" BEER

**NAME AND ADDRESS OF APPLICANT**

Waterloo Market LLC  
Liz Davis, Agent  
W8594 Dunneisen Lane  
Waterloo, WI 53594  
(Waterloo Market)

**LOCATION OF PREMISE**

103 N Monroe  
Waterloo, WI 53594

Mike Tschanz  
Deputy Clerk/Treasurer

Dated: March 24, 2022

PUB: The Courier: March 24, 2022



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

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**ORDINANCE 2022-05**

**AN ORDINANCE AMENDING CHAPTER §85 OFFICERS AND EMPLOYEES**

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

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

A Clerk/Deputy Treasurer

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

H Treasurer/Deputy Clerk

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

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

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

\_\_\_\_\_  
Mayor Jenifer Quimby

Attest:

\_\_\_\_\_

Date Adopted: \_\_\_\_\_

Date Published: \_\_\_\_\_



**RESOLUTION #2022-11  
RECOGNIZING ERIC RHYNES  
FOR HIS MUNICIPAL SERVICE AS A  
MEMBER OF THE WATERLOO COMMON COUNCIL**

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

**WHEREAS**, *Eric Rhynes has served the City of Waterloo with distinction for three years as a member of the Waterloo Common Council as Alderperson-Ward 2, and;*

**WHEREAS**, *Eric Rhynes has also served the City of Waterloo with distinction for as a member of various Committees and Commissions:*

*Finance, Insurance & Personnel 2020-2022  
Public Safety and Health Committee 2021-2022  
Public Works and Property Committee 2019-2021  
Waterloo CATV Regulatory Board 2019-2022 and;*

**WHEREAS**, *the Mayor and the Common Council of the City of Waterloo wish to express their thanks for his valued services rendered in the public interest.*

**BE IT RESOLVED**, *that the Mayor and the Common Council recognize Eric Rhynes for his outstanding service to the community.*

*In witness whereof I have hereunto set my hand  
and caused this seal to be affixed.*

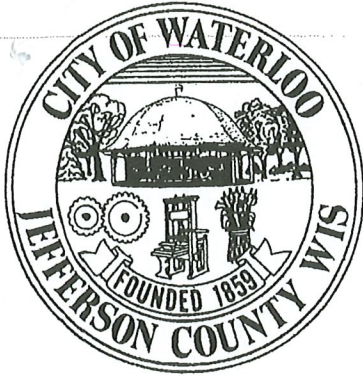
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*Mayor Jenifer Quimby*

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*Mike Tschanz  
Deputy Clerk/Treasurer*

*April 7, 2022*



RECEIVED  
MAR 14 2022  
CITY OF WATERLOO

136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021  
cityhall@waterloowis.com

**APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE**

Any Special Event or Entertainment Event sponsor requesting municipal approvals, services, assistance, and/or other support from the City of Waterloo for a special or entertainment event on public or private property must provide the following information.

Submittal of application does not constitute approval. All applications must be reviewed.

NAME OF SPONSOR (Applicant): Waterloo Business Association

STATUS: (circle one) unincorporated incorporated individual other non profit

CONTACT NAME: Samantha Hensler

PHONE NUMBER: 920 342 0840 / /  
DAYTIME EVENING FAX

EMAIL ADDRESS: Samantha@aimadison.com

NAME OF EVENT: Waterloo Wine Walk

TYPE OF EVENT: (circle one) Festival Parade Caravan Rally March  
Race Tag Day Other Wine walk

PURPOSE OF EVENT: Community Involvement

DATE OF EVENT: 5-19-22

EVENT HOURS: 5pm-8pm SET UP HOURS 3pm-5pm BREAKDOWN 8pm-10pm

DESCRIPTION OF EVENT: Transform Downtown into a wine tasting

SITE/ADDRESS FOR EVENT (list if multiple locations): 10+ Downtown Businesses

all local bartenders.

PROJECTED ATTENDANCE: 300 PAST ATTENDANCE: -

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 10 bartenders, shop owners

RAIN POLICY: Rain or Shine

DATE APPLICATION MADE 3-10-22

Pursuant to Section 12.06 Waterloo Municipal Code  
Application for Special Event or Entertainment License

Form created: 03/11/2004

**HOLD HARMLESS CLAUSE:**

The special event or entertainment sponsor hereby agrees to indemnify and hold harmless the City of Waterloo, Wisconsin, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Waterloo acting within the scope of their employment.

Further, the event sponsor agrees to indemnify the City of Waterloo and any of its agents, public officers, officials or employees and authorized volunteers for any attorneys fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.

**INSURANCE REQUIREMENTS:**

Proof of insurance is required of all Special or Entertainment Event Sponsors before the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide a Certificate of Insurance with your completed application by, \_\_\_\_\_ 20\_\_ to the **City Clerk's Office 136 N. Monroe Street, Waterloo, WI. 53594.** Insurance coverage shall be from companies and in amounts acceptable to the City of Waterloo. Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.

**PERMITTED USE OF PUBLIC PROPERTY:**

Whereas the Special or Entertainment Event Sponsor agrees to use the public property at \_\_\_\_\_ in Waterloo, Wisconsin, known as, for staging of, the City of Waterloo does hereby agree to permit for use, at no cost, these premises for the date(s) of \_\_\_\_\_ through \_\_\_\_\_ 20\_\_\_. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

**LIABILITY WAIVER:**

The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Waterloo, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Waterloo acting within the scope of their employment.

**AUTHORIZED SIGNATURES:**

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Waterloo, as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special or Entertainment Event. **Permit applied for and all terms and stipulations agreed to by:**

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signatory Title (if applicable)

\_\_\_\_\_  
Date

Pursuant to Section 12.06 Waterloo Municipal Code  
Application for Special Event or Entertainment License

Form created: 03/11/2004

THIS APPLICATION, WITH A DETAILED SITE PLAN ATTACHED, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO THE CLERK'S OFFICE NO LATER THAN NINETY DAYS (90) PRIOR TO THE OPENING DAY OF THE EVENT. Application received late or incomplete may be denied. Direct mail to the **City Clerk, City of Waterloo, 136 N. Monroe Street, Waterloo, WI. 53594**. A copy of the application will then be forwarded to the appropriate committees and or Departments for consideration of approval, denial, and scheduling.

Date application received: \_\_\_\_\_ Received by: \_\_\_\_\_

Clerk's Office to complete the section below:

Cc:

\_\_\_\_\_ Police Department

\_\_\_\_\_ Council Approval \_\_\_\_\_  
Date

\_\_\_\_\_ Fire Department

\_\_\_\_\_ Public Works

\_\_\_\_\_ Certificate of Insurance

\_\_\_\_\_ Waterloo Utilities

**Fee for Profit Events = \$50.00 per event.**

***Fee is WAIVED for events held or sponsored by educational, charitable, nonprofit, or religious organizations when the proceeds are devoted to the purposes of such organization.***

**Fee Paid:** \_\_\_\_\_

**Date Paid:** \_\_\_\_\_

**Received by:** \_\_\_\_\_

## Attachment 1

### CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.
2. The Certificate of Insurance must include the following **minimum** limits of insurance coverage required for special events on City property:

**\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.**

3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.
4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.
5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.
6. **No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.**

Any questions regarding these insurance requirements should be directed to the City Clerk's Office at (920) 478-3025

SPECIAL EVENT or ENTERTAINMENT WORKSHEET

NAME OF EVENT: Waterloo Wine Walk

DATE (S) OF EVENT: 5-19-22 HOURS: 5pm - 8pm

LOCATION/PROPERTY: Downtown Waterloo

**SAFETY PROCEDURES:**

1) Will you be providing private on-site security? YES   NO

If yes, list security company name. \_\_\_\_\_

Where will security be needed? \_\_\_\_\_

What times will security be needed? \_\_\_\_\_

Will WPD officers be required? YES   NO

Municipal estimation of cost: \_\_\_\_\_ WPD Personnel @ \$ \_\_\_\_\_ /hour = \$ \_\_\_\_\_

2) What are your plans for medical assistance? \_\_\_\_\_

Municipal estimation of cost: \_\_\_\_\_ WFD equipment/personnel @ \_\_\_\_\_ \$ hours = \$ \_\_\_\_\_

3) Will there be fireworks at your event? YES   NO

Date of fireworks \_\_\_\_\_ Time of Fireworks \_\_\_\_\_

Name/Address of company supplying fireworks \_\_\_\_\_

Fire Marshall must be contacted for approval and consultation.

**SET UP / CLEAN UP PROCEDURES:**

1) Name of person in charge of set up: Sam Henster phone # 920 342 0840

2) What time will set up begin: 4pm

3) Name of clean up contact person: Sam Henster Cell Phone# 920 342 0840

4) Estimated time for clean up after event: 1 hour

**FEES AND PROCEEDS:**

1) Will admission be charged for this event? YES  NO

If yes, how much: Adult 25 online Seniors 30 Day of Students \_\_\_\_\_

Children 5 & under \_\_\_\_\_ Families \_\_\_\_\_

2) If a participant fee is charged, please indicate the amount: Booth: \_\_\_\_\_

Concessionaire: \_\_\_\_\_



3) Will alcoholic beverage(s) be sold?  YES  NO

If yes, what beverage and at what cost? Wine / Beer included w/ cost

4) What does the Sponsor intend to do with any revenue over and above the expenditures? Donate a portion to local non profits and fund future WBA Events

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.)  no budget most items are donated.

**ENTERTAINMENT AND PROMOTIONS:**

2) List names of performers and entertainment groups:

PA System for music \_\_\_\_\_  
\_\_\_\_\_

2) Describe other entertainment / activities planned for your event: \_\_\_\_\_

3) How will your event be promoted? Television  Radio  Newspapers  Posters  Flyers

other Social media

**PUBLIC PROPERTIES PROCEDURES:**

If you are requesting city services, please complete the following area:

1) Will you need barricades? YES   NO

Purpose of barricades: \_\_\_\_\_

Location of placement: \_\_\_\_\_ Amount needed \_\_\_\_\_

Date barricades needed \_\_\_\_\_ Time of placement \_\_\_\_\_

Name of company providing service if other than City \_\_\_\_\_

2) Will you require electrical service(s) YES   NO

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost\$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location \_\_\_\_\_ Entainer name \_\_\_\_\_

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost\$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_ Entainer name \_\_\_\_\_

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Name of company providing service if other than City: \_\_\_\_\_

3) Will you need fencing installed? YES  NO

Purpose of fencing: \_\_\_\_\_

Location: \_\_\_\_\_ Amount: \_\_\_\_\_

Date needed \_\_\_\_\_ Time needed \_\_\_\_\_

Estimated costs: \_\_\_\_\_ locations @ \$100. = \$ \_\_\_\_\_ Total costs

4) Will parking considerations be needed YES  NO

Type(s) \_\_\_\_\_

Location: \_\_\_\_\_ Amount \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

5) Will picnic tables be needed? YES  NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date needed: \_\_\_\_\_ Time needed \_\_\_\_\_

Estimated cost(s) \_\_\_\_\_ Picnic tables @ \$5.00 per table = \$ \_\_\_\_\_

6) Is a street sweeper needed? YES  NO

Location \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated cost(s) \_\_\_\_\_ hours @ \_\_\_\_\_ = \$ \_\_\_\_\_ total cost

Name of company providing service, if not City: \_\_\_\_\_

7) Will you need additional trash bins? YES NO

If yes how many requested? Cardboard trash bins \_\_\_\_\_ Barrels \_\_\_\_\_

Where do you want them placed? \_\_\_\_\_

Name of disposal company if other than the City: \_\_\_\_\_

Where will dumpster be place: \_\_\_\_\_

8) Will water connection be needed?

YES

NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated costs: \_\_\_\_\_ connection(s) @ \$20.00 = \$ \_\_\_\_\_ Total water costs



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

**ORDINANCE 2022-01**

**Amending Section 140-15 Unsafe Buildings Renaming It Regulation and Permit for Demolition of Structures**

**Changes Shown In Red**

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

**SECTION I:** Section 140-15 Unsafe Buildings is hereby amended as follows:

**§ 140-15 Unsafe buildings, regulation and permit for razing buildings**

A. Purpose. Whenever the Building Inspector finds any building or part thereof within the City to be, in his judgment, so old, dilapidated or so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation, occupancy or use, and so that it would be unreasonable to repair the same, he shall order the owner to raze and remove it at the owner's expense. Such order and proceedings shall be carried out in the manner prescribed for the razing of buildings in § 66.0413, Wis. Stats. **and further provided for this Section.** Where the public safety requires immediate action, the Building Inspector shall enter upon the premises with such assistance as may be necessary and cause the building or structure to be made safe or to be removed, and the expenses of such work may be recovered by the City in an action against the owner or tenant.

**Additionally, the further purpose of this Section is to regulate the razing or demolition and the removal of scrap and salvageable equipment and materials from vacated buildings without immediate functional replacement. The City of Waterloo finds that such removal may result in the complete abandonment of the property and reduce the chance that such property will in the future be devoted to any productive or enjoyable public or private use, and therefore cause conditions which will create health and safety hazards and aggravate blight, interfere with the enjoyment of and reduce the value of private property, and interfere with the safety and welfare of the public.**

B. **Permit and Definition of "Demolition."** No person shall raze or demolish any building within the City without first obtaining a permit from the Building Inspector, unless otherwise exempted under this section. For purposes of this section, the terms "demolition" and "razing" shall be used interchangeably and shall be defined as a license for the deconstructing, destroying, razing, tearing down, or wrecking of any building including its foundation in an environmentally responsible manner, protective of worker safety. Demolition shall include any partial demolition and any interior demolition affecting more than 10 percent of the replacement value of the structure as determined by the Building Inspector. Any demolition work shall include (1) proper disposal of recyclables, solid waste, and hazardous materials pursuant to applicable regulations and approved plans, if any; (2) the controlled removal of materials to be salvaged or intended to be reclaimed or saved from destruction from the interior of a building including, but not limited to, machines, wire, conduit, equipment, steel, wood, copper, aluminum, glass, brick, concrete, asphalt material and the like; (3) termination of utilities serving the premises including permits and final inspections and approvals; (4) removal of driveways and repair of public sidewalks, as may be required; (5) site cleanup and restoration including grading, landscaping and fencing, as required; (6) compliance with all other applicable building regulations including, but not limited to, Section 30.08

of the Wisconsin Uniform Building Code; (7) remediation of all right of way work and (8) payment to the City of any outstanding taxes, fees, citations, or assessment owed.

**Building Inspector.** In this section, the “Building Inspector” means the Building Inspector identified by the City or any other City employee or officer designated and assigned by the City to act on an application under this section.

C. **Application.** The owner of a building to be razed shall sign the permit application. In the alternative, an agent for the owner may sign the permit application upon providing written authorization verifying permission of the owner to apply for the permit. The Building Inspector may require additional information, such as proof the applicant has sufficient financial resources and ability to complete the project, including, but not limited to: (a) identification of materials to be recycled; (b) a performance schedule; (c) financial assurances, including a project pro forma detailing projected revenues and expenses; (d) environmental assessment, asbestos or other reports regarding hazardous substances; and (e) other State or local permits as required by law, rule or regulation. The owner and demolition contractor/operator shall be jointly and severally liable for performance under a permit issued pursuant to this section. Upon completion of the permit application and verified by Building Inspector, the permit shall be presented to the Common Council for final approval.

D. **Fees.** Permit fees shall be established by Common Council as part of the municipal fee schedule.

F. **Irrevocable Letter of Credit or Alternative Forms of Security.** Any application for a permit to engage in the razing of buildings within the City shall be accompanied by an irrevocable letter of credit which meets the following requirements:

1. In an amount no less than 120 percent of the estimated project cost;
2. Name the City as a beneficiary;
3. Be irrevocable and unconditional;
4. Be conditioned for payment to the City solely upon presentation of the letter of credit and a sight draft, which shall direct the issuing lending institution to pay the City without any explanation, affidavit or documentation;
5. Expire not earlier than one year after completion of the last act by permittee of demolition or salvage (unless the one-year period is waived or modified by the Common Council), or after the expiration of a permit issued under this section to the permittee, whichever is later;
6. Issued by a company certified by the State to conduct such business within Wisconsin.

The irrevocable letter of credit shall be a guarantee of performance by the permittee. The City Attorney shall act as the reviewing authority for the letter of credit. The letter of credit shall be delivered to the attention of the City Attorney, who may reasonably require a greater amount on a case-by-case basis, where deemed necessary to protect the City. In considering the amount of the irrevocable letter of credit, the City Attorney shall consider: (1) the recommendation, if any, of the Building Inspector; (2) the expertise of the applicant; (3) the applicant’s work history; (4) the capitalization of the applicant; (5) the scope of the

proposed project; (6) the possible environmental hazards that could be created or currently exist; (7) the effect of the proposed operation on the surrounding neighborhood; and (8) the cost of remediation on the City, should the City have to address any matter due to the unwillingness or inability of the permittee to complete its obligations

G. Comprehensive Liability Insurance. An applicant for a permit shall provide proof of comprehensive liability insurance in the amount of \$1,000,000 per occurrence and per person, \$1,000,000 property damage, and \$5,000,000 pollution legal liability where risk is presented of exacerbation of existing environmental pollution or discharge or any hazardous waste to the environment or asbestos removal, abatement, remediation, or dumping/disposal in a Federal or State regulated facility is required. The City may require a greater or lesser minimum amount down to and including (\$0) of pollution legal liability insurance, depending on the circumstances of the project that is the subject of the permit. Such coverage shall be maintained for the duration of the project and shall be a condition of a permit issued under this section. The certificate shall state the insurance policy may not be terminated or amended without at least 30 days prior notice to the City. In addition, the permittee shall agree to indemnify and hold the City harmless from any and all claims, demands, actions, judgments, liabilities and obligations of any nature whatsoever arising from the demolition activity or site restoration for which the permit is issued, including any attorneys' fees and costs incurred by the City as a result thereof. In addition to liability insurance, the Building Inspector or City Attorney may require additional coverages including, but not limited to, automobile liability, pollution legal liability or other environmental insurance coverage, and workers' compensation.

H. Disconnection of Utilities. The owner or agent shall notify all utilities having service connections within a building to be razed, such as water, electric, gas, sewer, telecommunications, and other connections. A permit to demolish or remove a building shall not be issued until the Building Inspector has determined that all appurtenant equipment, such as meters and regulators, has been removed, and service connections are sealed and plugged correctly. No permit to demolish or remove any building shall be issued without written proof of the notification and appropriate removal of appurtenant equipment provided to the Building Inspector.

I. Sewer and Water Connections. During demolition, sewer pipes shall be protected to prevent entrance of sand, earth or other foreign materials. Upon completion of demolition, the ends of all underground sewer or drain pipes shall be securely stopped with watertight and durable material. The water supply and sewer systems shall be abandoned inside the lot line by a licensed master plumber. If the water service from the property line to the connection at the watermain in the public right-of-way is constructed of lead or galvanized iron, the entire water service shall be abandoned at the watermain by the property owner and is not permitted for reuse. All water services abandoned at the watermain shall be witnessed by City personnel, who shall furnish a report to the City. Failure to do so shall require excavation and street restoration at the owner's expense to verify abandonment. Final remediation for any disturbance in the right of way is required unless waived by City personnel. Abandonment of services shall take place at the same time as building demolition.

J. Dropping Materials- Chutes Required. Where a space on the ground or on a floor is railed off and openings in boundary walls closed, materials may be dropped into such space. When a protected or enclosed space cannot be provided, material and debris shall be removed through fully enclosed inclined chutes of wood, metal or other approved durable material. Open chutes may be used to lower

dismantled falsework or lumber from a height not exceeding 30 feet. The bottom of all chutes shall be equipped with a gate or stop for closing and regulating the flow of materials.

- K. Permit Conditions. All permits shall be subject to the following conditions:
1. Permit term. The razing or demolition of a building shall be completed 90 consecutive calendar days after the permit is issued. The Building Inspector may, at his/her discretion, extend the permit term for cause, on terms and conditions acceptable to the parties and recorded in writing. "Cause" shall mean the inability of the permittee to act due to circumstances beyond permittee's reasonable control and upon the exercise of due diligence.
  2. Inspection of Work. During the entire period of any demolition project, employees and agents of the City shall have the ability to enter onto the property, at any time, without notice, for inspections. Such ability shall be a condition of the demolition permit. Work authorized by the permit is subject to inspection by the Building Inspector who shall have the authority to order corrective work. Failure to follow the orders of the Building Inspector, or to complete the raze in accordance with the Waterloo Municipal Code, shall give the Building Inspector authority to seek restitution from the letter of credit or alternative security, by any remedies available at law.
  3. Foundation of Razed Building. Whenever a building has been razed, the foundation thereof, if any, shall be removed to at least two feet below adjacent grade and filled in with clean fill material approved by the Building Inspector with the top two feet of fill material being of dirt or sand. No combustible material may be used for the fill material.
  4. Driveway Approaches, Sidewalks and Slabs. Remaining driveway approaches shall be removed and replaced with curb and gutter; damaged public sidewalks shall be replaced; and driveway aprons, remaining slabs and private sidewalks shall be removed from the site pursuant to any permits for replacing curb and gutters, driveway approaches and public sidewalks.
  5. Restoration of Site. Prior to the issuance of a permit under this section by the Building Inspector to a contractor licensed in Wisconsin, the contractor may be required to provide a sufficient level of detail regarding the post-demolition activities, condition and use of the property. The Building Inspector reserves the right to require the property owner or its agent to submit (prior to commencement of any demolition activity) a site for the property upon which the structure to be demolished is located. All debris, rubbish and other materials not used for fill shall be removed from the site upon completion of demolition work, and the site leveled and graded to provide proper drainage to conform with the grade of adjoining premises or fenced in with a temporary solid barrier fence not less than four feet high to safeguard the public. The foundation walls shall be removed a minimum of two feet below adjacent grade, and the basement floor broken up to allow free flow of water to its natural grade. The site shall be left in a dust-free and erosion-free condition. Excavations shall be filled with a minimum of three inches of clean, solid fill to match lot grade within five consecutive calendar days of removal of the structure. The contractor shall be responsible for the repair and replacement of any public sidewalk, curb, gutter or street damaged in this process. Any excavation shall be protected with appropriate fences, barriers and/or lights.
  6. Disposal of Debris. Except for recycled or salvaged materials, the permit holder shall dispose of all building debris in a licensed landfill in a manner compliant with Wisconsin Department of Natural Resources requirements. At any time, the permit holder shall provide to the Building Inspector receipts and/or an itemized list of debris disposed of by dumping or salvage. The Building Inspector at any time may order debris must be hauled away at the end of the week for the work that was done during that week. There shall be no burning of any structure or demolition waste unless by permitted by the Fire Chief or designee.

7. Site Safety and Security. The permit holder shall, during the razing process, maintain the site in a safe and secure condition, and shall promptly report any personal injury and property damage to the Building Inspector.

i. All building materials which produce dust or other flying debris shall be sufficiently dampened during removal to minimize floating or blowing into the street or adjoining property. All adjacent streets, sidewalks or other public areas shall be protected by fences and/or scaffolds. The Building Inspector may require additional safety and security methods, including fencing and gating, as deemed necessary to protect the site and restrict access to the public.

ii. The structural elements of a building or structure shall be taken down one story at a time, beginning from the top, unless a different method is approved by the Building Inspector. All structural parts of each story shall be lowered to the ground by means of approved equipment or devices except as hereinafter provided. No material shall be placed or allowed to fall in such a manner so as to overload any part of the structure which may be caused to fall because of such practice.

iii. The permittee shall take all the necessary steps, prior to razing the building, through the employment of a qualified person in the field of pest control or by other appropriate means, to treat the building as to prevent the spread and migration of rodents and insects therefrom during and after the razing operations.

L. Exceptions. After consideration of the factors in this section, the Building Inspector may grant an exception to subsections (k)(1), (k)(2) and (k)(3) of this section for any property for which the City will be taking title or for which a related redevelopment plan has been approved by the City. In the exercise of discretion in granting an exception, the Building Inspector shall consider the following factors:

1. Type of contamination that may be on the property or the larger, integrated site associated with the building to be razed;
2. Suspected level of contamination on the property based on best evidence available;
3. Possible vectors of migrations from the property;
4. Any known migration of contamination from the property;
5. Reasonableness of other means of remediation or containment;
6. Any communication from the State or Federal government suggesting the necessity or adequacy of maintaining the foundation, or portion thereof, for environmental protection.

M. Exemption.

1. Residential Remodeling. This section shall not be construed to apply to contractors or homeowners doing demolition work on part of a one- or two-family residential building which is necessary in the course of remodeling work being conducted under a building permit. The Building Inspector may exempt contractors or homeowners from the irrevocable letter of credit provisions using the same criteria used to establish whether a permit should be granted.
2. Accessory Buildings and Detached Garages. This section shall not apply to demolition of accessory buildings or detached garages less than 600 square feet in area as measured by the exterior dimensions of the structure.

N. Special Assessment. The Building Inspector may elect to recover all costs of enforcement and legal fees through special assessments to be levied and collected as a delinquent tax against the real estate upon which the building is located. Such special assessment shall be a lien upon the real estate. An administrative fee as set forth by resolution of the Common Council or part of the municipal fee schedule shall be added to the special assessment against the benefited property.



O. Violations and Liability.

1. It shall be a violation of this ordinance to perform, conduct, direct or allow the demolition of structures except in conformance with a valid permit issued pursuant to this ordinance.
2. It shall be a violation of this ordinance to disobey an act contrary to any order issued pursuant to this ordinance.
3. The owner and permit holder shall be jointly and severally liable for any violation of this ordinance and any violation of any condition pursuant to this ordinance, whether caused by act or omission, including applicable fines and penalties together with the City's costs of enforcement, including attorneys' fees.
4. Any contractor or subcontractor involved in the violation of this ordinance shall be found to have committed a separate violation for which it shall be fully liable, including applicable fines and penalties together with the City's costs of enforcement, including attorneys' fees.

P. Enforcement, Fines and Penalties. The Building Inspector shall have the primary responsibility to enforce this section in cooperation with the Police Department. For purposes of calculating fines and penalties under this ordinance, each day of continuing violation shall constitute a separate offense. Any violation of this ordinance constitutes a public nuisance and, in addition to other remedies provided or allowed, the City may apply to a court of competent jurisdiction for injunctive relief and the assessment of damages including attorneys' fees and costs.

Section II: This ordinance shall take effect and be in force from and after it's passage and posted as provided by law.

**Adopted** at a regular meeting of the Common Council on \_\_\_\_\_.

**CITY OF WATERLOO**

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

Attest:

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

Date Adopted: \_\_\_\_\_

Date Published: The Courier, \_\_\_\_\_



# UScellular Proposed Small Cell Deployment Waterloo, Wisconsin

**April 2022**



# Proposed Waterloo Site Location Map



# Proposed Waterloo Site Location List

Node	Latitude	Longitude
Waterloo CRAN 001	43.177399	-89.005317
Waterloo CRAN 002	43.181219	-88.992689
Waterloo CRAN 003	43.183275	-88.994271
Waterloo CRAN 004	43.183667	-88.991817
Waterloo CRAN 005	43.184988	-88.986087
Waterloo CRAN 006	43.183832	-88.982002
Waterloo CRAN 007	43.184086	-88.975728
Waterloo CRAN 008	43.186481	-88.978931
Waterloo CRAN 009	43.189135	-88.97917
Waterloo CRAN 010	43.188081	-88.995388
Waterloo CRAN 011	43.189219	-88.990525
Waterloo CRAN 012	43.19045	-88.983433
Waterloo CRAN 013	43.19303	-88.990477
Waterloo CRAN 014	43.196604	-88.985687
Waterloo CRAN 015	43.198753	-88.974433

# Node 1 – Attachment to Utility Pole



EXISTING UTILITY WOOD  
POLE TO REMAIN

EXISTING



PROPOSED ANTENNA

EXISTING UTILITY WOOD  
POLE TO REMAIN

PROPOSED



# Node 2 – Attachment to Utility Pole

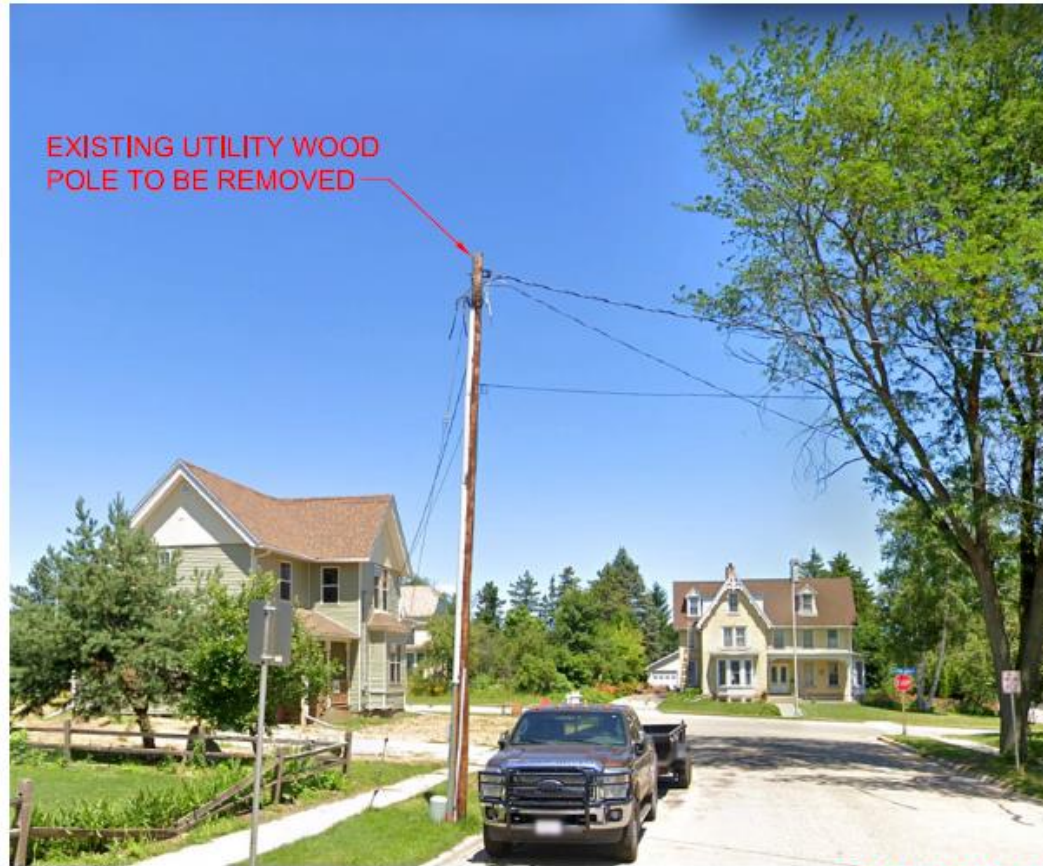


EXISTING

PROPOSED



# Node 3 - Attachment to Utility Pole



EXISTING

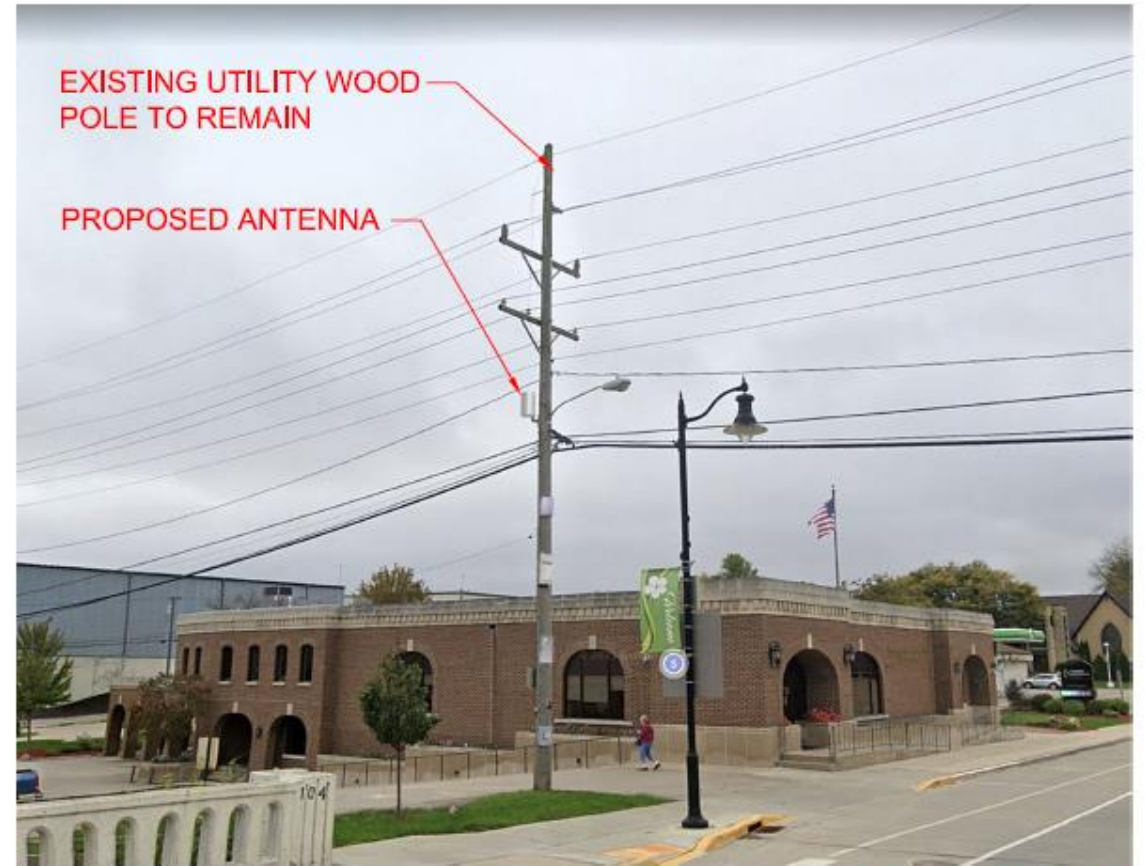


PROPOSED

# Node 4 - Attachment to Utility Pole



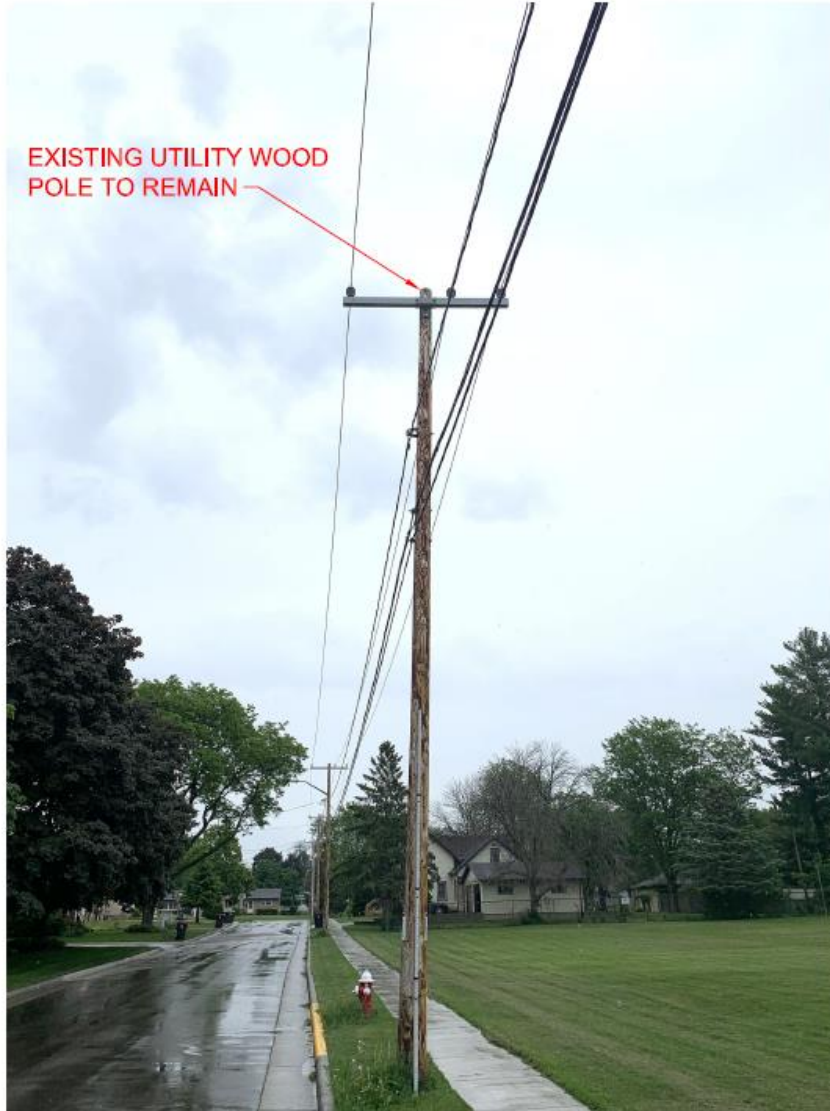
EXISTING



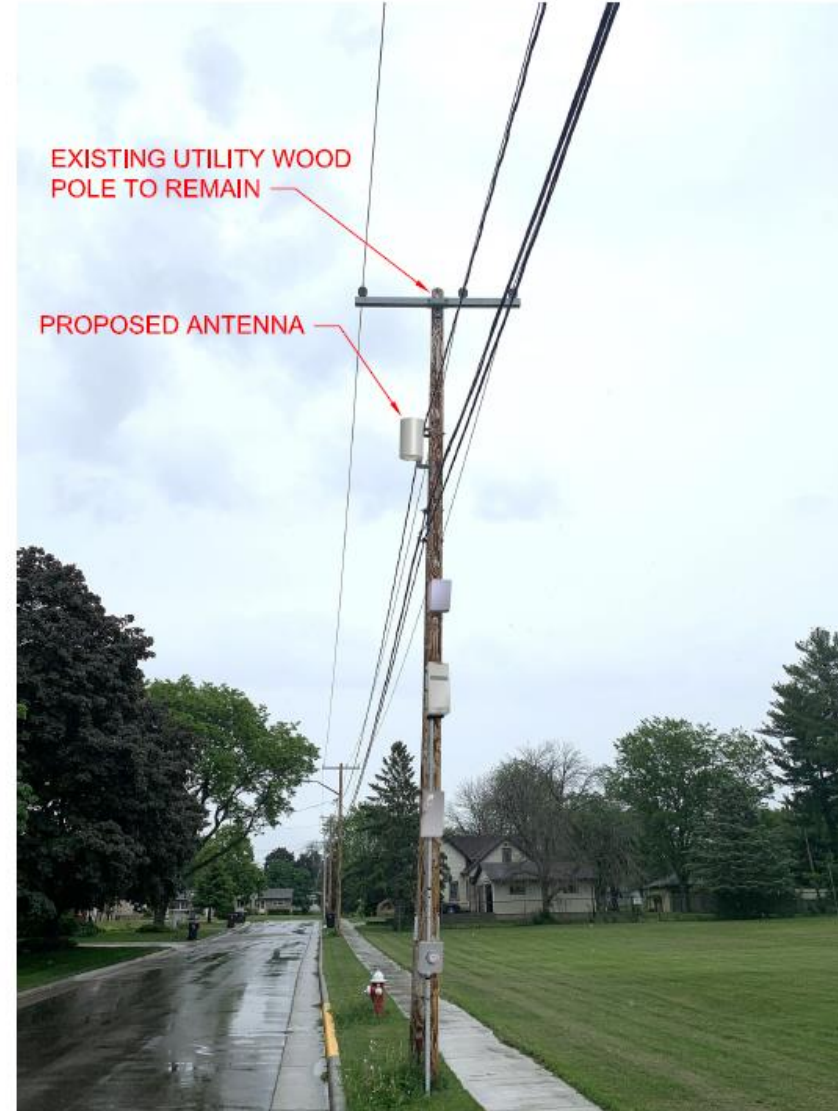
PROPOSED



# Node 5 - Attachment to Utility Pole



EXISTING

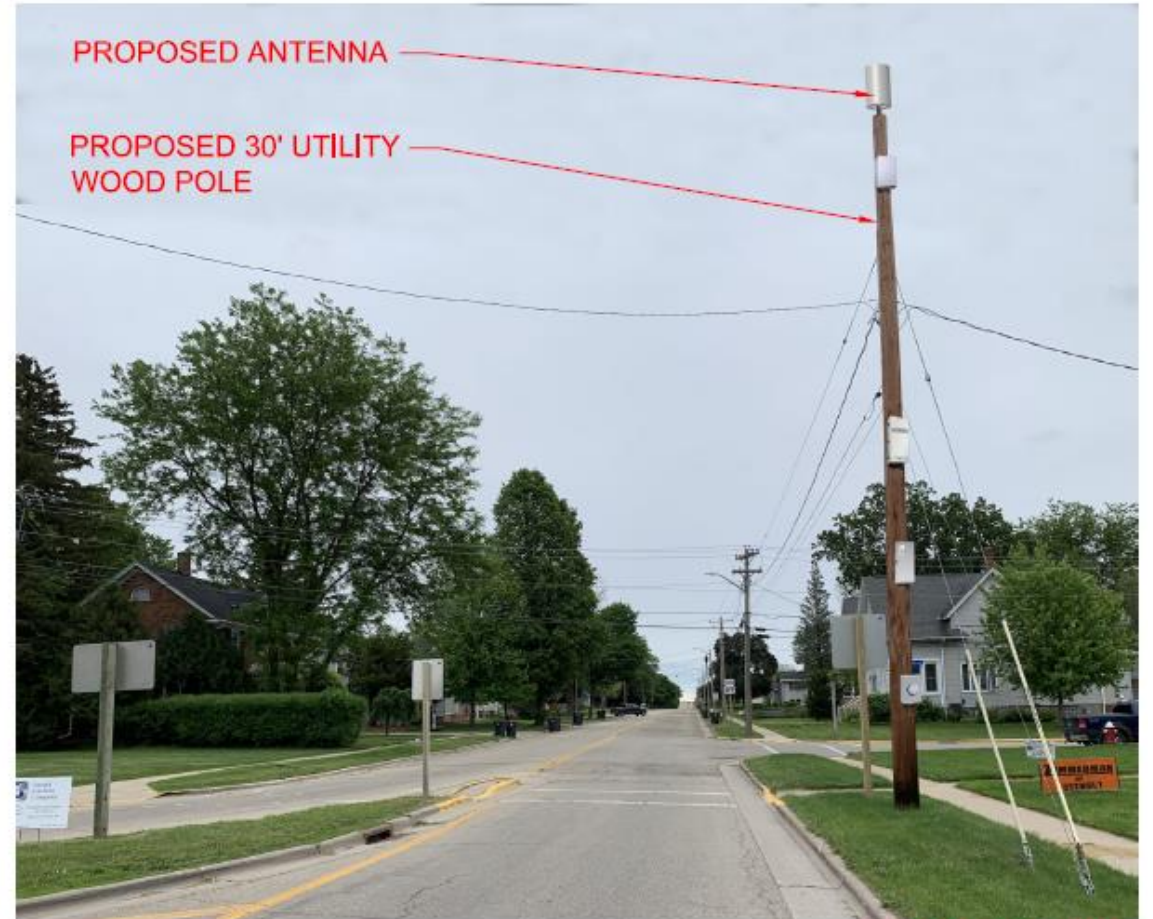


PROPOSED

# Node 6 - Attachment to Utility Pole



EXISTING



PROPOSED



# Node 7 - Attachment to Utility Pole



EXISTING



PROPOSED

# Node 8 - Attachment to Utility Pole



EXISTING



PROPOSED



# Node 9 - New Metal Pole



EXISTING



PROPOSED

# Node 10 - Attachment to Utility Pole



EXISTING



PROPOSED



# Node 11 - Attachment to Utility Pole



EXISTING



PROPOSED

# Node 12 - Attachment to Utility Pole



EXISTING



PROPOSED



# Node 13 - Attachment to Utility Pole



EXISTING



PROPOSED

# Node 14 – Attachment to Light Pole



EXISTING



PROPOSED



# Node 15 - Attachment to Utility Pole



EXISTING



PROPOSED

## City of Waterloo Road / Utility Out-Year Project Plan

Approved by the City Council - 9/16/2021 (Hendricks date added: 12/3/2021 by Committee action)

YEAR	LOCATION	DESCRIPTION	FUNDING SOURCES:	
			Road, Storm Sewer & Pedestrian Improvements	Water, Sewer & Electric Improvements
2022	Jefferson St	Full reconstruct	(1) Wheel Tax; (2) State General Transportation Aid; (3) State Computer Aid; (4) Property taxes in the form of new multi-year municipal debt service	Waterloo Utilities ratepayer revenue
2022	Leschinger St	Full reconstruct	see above	see above
2023	Waterloo Rd	Road Resurfacing S. Monroe St to Sunset View Ln	see above	none anticipated
2024	Hendricks St and Access To 333 Portland Rd	Full reconstruct	See above with additional (5) WisDOT matching LRIP funding of \$450,000	see above
2024	Minnehaha Ln & Riverside Dr	Full reconstruct -- Minnehaha Ln: Minnetonka to Indian Hills Dr Riverside Dr: Streator Ln to W Dickinson St	same as above, 2022, with additional (5) WisDOT funding via County [est. \$19,000]; (6) Jefferson County Road Aid Match [est. \$44,768]	see above
2025	Van Buren St	Reconstruct: W Polk St to Knowlton St	same as above, 2022	see above
2026	Taylor St - North Van Buren St	Full reconstruct	same as above, 2022	see above
2027	Maple Ln	to be determined	same as above, 2022	see above
2028	West Riverside Dr	to be determined	same as above, 2022	see above
2029	Henry St	to be determined	same as above, 2022	see above
2031	Jackson St	to be determined	same as above, 2022	see above