

**CITY OF WATERTOWN  
COMMON COUNCIL MEETING  
TUESDAY, MAY 17, 2022  
7:00 P.M.  
CITY HALL, 106 JONES ST.  
COUNCIL CHAMBERS AND BY PHONE**

By Phone or GoToMeeting: Members of the media and the public may attend by calling: 571-317-3122, Access Code: 153-925-469, or <https://www.gotomeet.me/EMcFarland> All public participants' phones will be muted during the meeting except during the public comment period.

This meeting will be streamed live on YouTube, streamed live on WatertownTV.com (via YouTube), and aired live on Charter Channel 984. Watertown TV website: <http://www.watertowntv.com/live-stream---council-and-more.php>

Watertown TV's YouTube page:

[https://www.youtube.com/channel/UCL9r0vLzAS7sWKfDNOu8wA?view\\_as=subscriber](https://www.youtube.com/channel/UCL9r0vLzAS7sWKfDNOu8wA?view_as=subscriber)

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MINUTES OF COUNCIL MEETING HELD:** May 3, 2022

**COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

(Members of the public who wish to address the Council on specific agenda items must register their request in writing before the meeting begins)

**PUBLIC HEARING:**

1. To amend Sections § 550-141, § 550-152G(2), & § 550-152H(6) to consider the request of Jesus B. Garcia & Ma Elena Balderas Alvarado for a Planned Unit Development. Jesus B. Garcia & Ma Elena Balderas Alvarado are proposing to develop a shed for Indoor Maintenance Service, in conjunction with this development, Jesus B. Garcia & Ma Elena Balderas Alvarado, are also proposing to develop a Single-Family Residential land use.

**REPORTS:**

Plan Commission – April 25, 2022

Public Works Commission – May 10, 2022

Public Safety & Welfare Committee – March 2, 2022 and May 4, 2022

Housing Authority – March 17, 2022

Tourism Commission – April 14, 2022

**OLD BUSINESS:**

**COMMUNICATION & RECOMMENDATIONS:**

1. Committee appointments
2. Update on Watertown Main Street Program
3. Fire Department April monthly report
4. Life Safety Award Commendations
5. Community Service Award Commendation

**NEW BUSINESS:**

**ACCOUNTS PAYABLE**

**MISCELLANEOUS BUSINESS:**

Payroll Summary – April 20, 2022 to May 3, 2022

Cash & Investments – April 30, 2022

Credit Card Purchases over \$10,000 - April 2022

**LICENSES:**

1. Application for Temporary Class “B” and Temporary “Class B” License from the Friends of the Library for the Watertown Public Library Grand Opening Donor Event located at 100 S. Water Street on June 24, 2022, from 6:30 p.m. – 8:30 p.m.
2. Application for Temporary Class “B” License from Moose Lodge 830 for the Car Show located at 1222 Juneau St. on June 2, 2022, from 4:00 p.m. – 9:00 p.m.
3. Application for Temporary Class “B” License from Elks Lodge 666 for the Mortgage Burning Event located at 117 N. 1<sup>st</sup> Street on June 26, 2022, 12:00 p.m. – 6:00 p.m.
4. Applications for Temporary Class “B” License from Watertown Main Street Program for the Downtown Watertown Craft Beer Walk located at 202 W. Main Street, 14 E. Main Street, 212 E. Main Street, 217 E. Main Street, 300 E. Main Street, 401 E. Main Street, 511 E. Main Street, and 108 S. 6<sup>th</sup> Street on July 21, 2022, from 5:00 p.m. – 8:00 p.m.

**ORDINANCES:**

	<b>SPONSOR</b>	<b>COMMITTEE</b>	<b>READING</b>
Ord. # 22-54 – Attachment of Real Estate by boundary adjustment from the Town of Emmet to the City of Watertown, Dodge County, Wisconsin	Mayor McFarland	Plan Commission	1 <sup>st</sup> Reading
Ord. # 22-55 – To amend Chapter 550: Zoning Code, through the creation of the accessory land use – nonresidential accessory structures	Mayor McFarland	Plan Commission	1 <sup>st</sup> Reading
Ord. # 22-56 - To amend Chapter 532, floodplain and Shoreland-Westland Zoning, through the removal & addition of language of Section § 532-16 A. (1)	Mayor McFarland	Plan Commission	1 <sup>st</sup> Reading
Ord. # 22-57 – To amend Section 500-6 A. (4) Parking limitations of the City of Watertown General Ordinances	Ald. Smith	Public Safety and Welfare	1 <sup>st</sup> Reading
Ord. # 22-58 – To amend Section 500-6 B. (2) Parking limitations, of the City of Watertown General Ordinances	Ald. Smith	Public Safety and Welfare	1 <sup>st</sup> Reading
Ord. # 22-59 – To repeal and recreate a portion of Section 500-8 A. Heavy traffic routes of the City of Watertown General Ordinances	Ald. Smith	Public Safety and Welfare	1 <sup>st</sup> Reading

Ord. # 22-60 – To repeal a portion of Section 500-9 A. Parking prohibited in specified places of the City of Watertown General Ordinances

Ald. Smith                      Public Safety and Welfare    1<sup>st</sup> Reading

Ord. # 22-61 – To create section 500-6 A. (2) Parking limitations of the City of Watertown General Ordinances

Ald. Smith                      Public Safety and Welfare    1<sup>st</sup> Reading

**RESOLUTIONS:**

**SPONSOR**

**COMMITTEE**

Exh. 9386 – Resolution to honor the retirement of Fire Chief Kraig Biefeld  
Mayor McFarland

Exh. 9387 – Resolution to update Employee Handbook Battalion Chief compensatory time limit  
Mayor McFarland                      Finance Committee

Exh. 9388 – Resolution to accept bid for publication of Council proceedings and City advertising and designate official City Newspaper  
Mayor McFarland                      Finance Committee

Exh. 9389 – Resolution to amend the 2022 Payroll Resolution by adding Legal Assistant  
Mayor McFarland                      Finance Committee

Exh. 9390 – Resolution to approve Miron Construction Co. contract change orders for Library expansion and renovation project  
Mayor McFarland                      Finance Committee

Exh. 9391 – Resolution for 2022 Sidewalk repair area  
Ald. Wetzel                              Public Works Commission

**COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

**ADJOURNMENT**

*Persons requiring other reasonable accommodations of the above meeting may contact the office of the City Clerk by email [mdunneisen@cityofwatertown.org](mailto:mdunneisen@cityofwatertown.org), or by phone: 920-262-4006.*

*“Any invocation that may be offered before the official start of the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker.”*

**Common Council Minutes  
May 3, 2022**

Mayor McFarland called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, May 3, 2022. This meeting was open for attendance in the council chambers at 106 Jones Street as well as virtually.

**ROLL CALL**

Roll call indicated the following Alderpersons present: Davis, Ruetten, Bartz, Licht, Smith, and Schmid. Virtually attending was Ald. Lampe. Absent were Ald. Wetzel and Ald. Romlein. City staff present were City Attorney Steven Chesebro, Deputy Fire Chief Rauterberg, Police Chief Robert Kaminski, Finance Director Mark Stevens, Zoning Administrator Jacob Maas, Health Officer Carol Quest, Officers of the Fire Department and City Clerk Megan Dunneisen. Five Bugles Design team were also present.

**PLEDGE OF ALLEGIANCE**

The Council recited the Pledge of Allegiance to the American Flag.

**MINUTES OF PRECEDING MEETING**

Mayor McFarland inquired if there were additions or corrections to minutes of the Common Council meeting held Tuesday, April 19, 2022. Ald. Ruetten entered into record three corrections to be made.

**COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT**

Clerk Dunneisen read a comment made by Tim Little submitted via email in the support of Ordinance 22-52. Andrew Miller of 711 West Main Street, Bob and Candice Grams of N105 County Rd QQ (establishment owners), Robert Jorgenson owner of Rock River Chimney 216 S. 3<sup>rd</sup> Street and Erin Schroeder of 1411 S. 10<sup>th</sup> Street all spoke in favor of Ordinance 22-52. Brad Hayes of 725/731 W. Main Street and Jennifer Meinhardt of 114 S. Monroe Street spoke about concerns they had if this ordinance were to be passed.

**PUBLIC HEARING**

None

**COMMITTEE REPORTS**

The following reports were received and filed: Finance Committee – April 11, 2022, Plan Commission – April 11, 2022, Public Works Commission – April 26, 2022, Airport Commission – April 13, 2022, Library Board – February 10, 2022 and March 10, 2022, Senior Center – April 20, 2022, Youth Advisory Committee – March 16, 2022, City Wide Bicycle and Pedestrian Path Planning Task Force – April 12, 2022.

*(Complete minutes are open for public inspection in the Finance Department.)*

**COMMUNICATIONS & RECOMMENDATIONS**

Ald. Licht moved to approve the committee appointment of Michael Hueber to the Zoning Board of Appeals, seconded by Bartz and carried by unanimous voice vote. Recognition of Alderperson Wagner was moved to a later date. Five Bugles Design team gave a presentation on possible future Fire Department sites and answered questions of the Alderpersons. Chief Kaminski talked about the 2021 Police Annual Report. Mayor McFarland announced the awareness of Public Servant recognition week giving thanks to all City workers. Mayor McFarland asked if there were any comments or questions on the Public Health 2021 Report.

**ACCOUNTS PAYABLE**

Certified accounts were presented. Ald. Ruetten moved to pay all certified accounts, seconded by Ald. Licht and carried by roll call vote: Yes-7; No-0; Abstain-0. *(Complete listing of accounts payable is open for public inspection the Finance Department.)*

## **REPORTS & MISCELLANEOUS BUSINESS**

Payroll Summary for – April 6, 2022 to April 19, 2022

### **ORDINANCES**

Ord. # 22-52 To adopt the planned unit development – general development plan (gdp) & precise implementation plan(pip) under section 550-152 for 711 W. Main Street (pin: 291-0815-0422-104)  
*Sponsor: Mayor McFarland; From: Plan Commission.* Ald. Ruetten moved for adoption of Ordinance 22-52 as presented on the second reading, seconded by Ald. Bartz. Several Alderpersons spoke opposing the adoption of this ordinance based on following our City Code as written. Ald. Schmid moved to table, seconded by Ald. Davis and falling to pass: Yes-3 (Davis, Licht, Schmid); No-4 (Lampe, Ruetten, Bartz, Smith). Additional Alderpersons spoke in favor of being pro-business and allowing for operations to be the same as other like businesses in the area. Original motion for adoption was carried by a roll call vote: Yes-5 (Lampe, Ruetten, Bartz, Licht, Smith); No-2 (Davis, Schmid); Abstain-0.

### **LICENSES**

None

### **RESOLUTIONS**

None

### **COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

No comments were received.

### **ADJOURNMENT**

There being no further business to come before the Council at this time, Ald. Ruetten moved to adjourn, seconded by Ald. Schmid, and carried by unanimous voice vote at 9:05 p.m.

Megan Dunneisen, City Clerk

DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved. Complete minutes are open for public inspection in the office the Finance Department. Complete video of Council Proceedings on DVD

## NOTICE OF PUBLIC HEARING

Pursuant of Section § 62.23(7) of the Wisconsin State Statutes and Sections § 550-141, § 550-152G(2), & § 550-152H(6) of the City of Watertown Municipal Code, a notice is hereby given by the Common Council of the City of Watertown, Wisconsin, that a public hearing will be held on the 17<sup>th</sup> day of May, 2022 in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin at 7:00 P.M., or shortly thereafter, to consider the request of Jesus B. Garcia & Ma Elena Balderas Alvarado for a Planned Unit Development – General Development Plan (GDP) & Precise Implementation Plan (PIP). Jesus B. Garcia & Ma Elena Balderas Alvarado are proposing to develop a shed for Indoor Maintenance Service, which is not a permitted land use under the Rural Holding (RH) Zoning District (Section § 550-21B). In conjunction with this development, Jesus B. Garcia & Ma Elena Balderas Alvarado, are also proposing to develop a Single-Family Residential land use. The property is zoned RH, Rural Holding, and is further described as follows:

Lot 2 of Certified Survey Map No. 3771 recorded in the office of the Register of Deeds for Dodge County, Wisconsin in Volume 23 of Certified Survey Maps on page(s) 44, as Document No. 821035; being a redivision of Lot 1 of Certified Survey Map No. 3632 and being a part of the Southwest ¼ of the Northeast ¼ of Section 31, Township 9 North, Range 15 East, in the City of Watertown, Dodge County, Wisconsin.  
(702 (Vacant) Welsh Road, PIN: 291-0915-3113-002)

All persons wishing to be heard are invited to be present. Written comments may be submitted to the City Clerk, Megan Dunneisen, 106 Jones Street, Watertown, WI 53094.

CITY OF WATERTOWN

Jacob A. Maas, CFM  
Zoning & Floodplain Administrator

JM/nmz

PUBLISH:

May 3, 2022  
and  
May 10, 2022

(BLOCK AD)

**PLAN COMMISSION  
Minutes**

**April 25, 2022  
4:30 p.m.**

The Plan Commission met on the above date and time in the Council Chambers.

The following members were present: Mayor Emily McFarland (Chair), Jaynellen Holloway (Director of Public Works/City Engineer), Becky Huff (GTM), Tony Arnett, James Romlein (Recording Secretary), Nick Krueger and Brian Konz.

Others Present: Alex Allon Randy Wojtasiak, David Raschka (GTM)

Citizens Present: Rolf C. & Sandra J. Thornquist (GTM), Kevin Byrne (GTM), Joan and Corby Toman, Neal Eckhardt.

**1. Call to order**

**Mayor McFarland opened the Commission meeting at 4:30 p.m.**

**2. Review and take action: Plan Commission minutes dated March 28, 2022 and April 11, 2022**

**Motion to approve by Arnett, second by Holloway**

Mr. Krueger noted the following two corrections to the March 28, 2022 minutes

- A) Nick Krueger should be listed as in attendance at the March 28, 2022 meeting.
- B) Change Brian Kanz to Brian Konz.

**Motion made and seconded to approve the March 28, 2022 minutes with the above changes. Approved by unanimous voice vote**

**3. Conduct public hearing: 912 Casey Drive - Conditional Use Permit (CUP) request for an access drive that exceeds 30 feet at the right-of-way line and an apron flair exceeding 35 feet under Section 550-105J**

Mayor McFarland opened the public hearing and invited persons wishing to comment to come to the microphone and those on line to also comment and, seeing no commenters, closed the public hearing and moved to the associated action item.

**4. Review and take action: 912 Casey Drive - Conditional Use Permit (CUP) request for an access drive that exceeds 30 feet at the right-of-way line and an apron flair exceeding 35 feet under Section 550-105J**

**Mayor McFarland opened the action item and called on Mr. Allon (serving for Mr. Maas who is on vacation) for the item setup.**

The following information has been identified by the City of Watertown Zoning & Floodplain Administrator as pertinent to this action:

Neal & Lisa Eckhardt recently constructed a new residential dwelling unit at 912 Casey Drive. The new residential dwelling unit has a 3-car garage. Neal & Lisa Eckhardt are looking to expand the driveway access to the 3-car garage. 912 Casey Drive is zoned Single-Family Residential (SR-4).

Relevant Information:

1. Widths of Access Drives are regulated under Section § 550-105J:
  - J. Width of driveways. All access drives shall have a minimum width of 10 feet for one- and two-family dwellings and 18 feet for all other land uses. All curb openings for access drives shall have a maximum width of 25 feet for a one- or two-car garage or **30 feet for a three-car garage for all residential uses** and 35 feet for all nonresidential uses, as measured at the right-of-way line. **Access drives may be flared between the right-of-way line and the roadway up to a maximum of five additional feet.**

(1) Conditional use permit required.

(a) All residential curb openings for access drives that exceed the maximum width, as measured at the right-of-way line, will require the granting of a conditional use permit which specifically states the maximum permitted width of the proposed driveway at the right-of-way line.

(b) All nonresidential curb openings for access drives that exceed the maximum width, as measured at the right-of-way line, will require the granting of a conditional use permit which specifically states the maximum permitted width of the proposed driveway at the right-of-way line.

2. Setback from property line shall be maintained under Section § 550-105I:

I. Distance from property line. For all development created after the adoption of this chapter, the distance from an access drive to the property line of an adjacent property shall not be less than three feet, as measured along the right-of-way line.

3. Neal & Lisa Eckhardt are proposing the following driveway access widths:

- 38 feet wide at the right-of-way property line.
- 44 feet wide apron at the curb.

Decision:

Under 2017 Wisconsin Act 67:

62.23 (7) (de) Conditional use permits.

1. In this paragraph:

a. "Conditional use" means a use allowed under a conditional use permit, special exception, or other special zoning permission issued by a city, but does not include a variance.

b. "Substantial evidence" means facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

2. In this paragraph:

a. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the city ordinance or those imposed by the city zoning board, the city shall grant the conditional use permit. Any condition imposed must be related to the purpose of the ordinance and be based on substantial evidence.

b. The requirements and conditions described under subd. 2. a. must be reasonable and, to the extent practicable, measurable and may include conditions such as the permit's duration, transfer, or renewal. The applicant must demonstrate that the application and all requirements and conditions established by the city relating to the conditional use are or shall be satisfied, both of which must be supported by substantial evidence. The city's decision to approve or deny the permit must be supported by substantial evidence.

3. In this paragraph:

Upon receipt of a conditional use permit application, and following publication in the city of a class 2 notice under ch. 985, the city shall hold a public hearing on the application.

4. In this paragraph:

Once granted, a conditional use permit shall remain in effect as long as the upon which the permit was issued are followed, but the city may impose conditions such as the permit's duration, transfer, or renewal, in addition to any other conditions specified in the zoning ordinance or by the city zoning board.

5. In this paragraph:

If a city denies a person's conditional use permit application, the person may appeal the decision to the circuit court under the procedures contained in par. (e) 10

Mr. Allon listed the options available. as no recommendation were included in the Administrator's information.



**Motion by Romlein to approve with the setback conditions, Second by Arnett  
Unanimous approval by voice vote.**

5. **Conduct public hearing: 1228 Sand Street - Conditional Use Permit (CUP) request for an accessory structure that exceeds 1,000 square feet under Section 550-56C(1)(b)[1]**

Mayor McFarland opened the public hearing and invited persons wishing to comment to come to the microphone and those on line to also comment and, seeing no commenters, closed the public hearing and moved to the associated action item.

6. **Review and take action: 1228 Sand Street - Conditional Use Permit (CUP) request for an accessory structure that exceeds 1,000 square feet under Section 550-56C(1) (b)[1]**

**Mayor McFarland advised that she will abstain on this action and not participate in the discussion.**

**Mr Allon presented the following information which was identified by the City of Watertown Zoning & Floodplain Administrator as pertinent to this action:**

Richard McFarland is looking to construct an accessory structure on 1228 Sand Street (formerly 1227 R North Water Street) that exceeds 1,000 square feet. Richard McFarland resides at the abutting property of 1224 Sand Street. 1228 Sand Street is a vacant lot that is 9.29-acres (404,672.4 square feet). 1228 Sand Street is zoned Single-Family Residential (SR-4).

Relevant Information:

1. Detached garages are regulated under Section § 550-56C(1):
  - (1) Regulations.
    - (a) One attached or detached garage and two accessory structures shall be permitted by right.
    - (b) A conditional use permit is required for:
      - [1] A combination of accessory structures exceeding a total of 1,000 square feet;  
or
      - [2] More than two accessory structures.
2. Maximum accessory building coverage is regulated under Section § 550-24F(1)(e):
  - (e) Maximum accessory building coverage: 10%.
3. 1228 Sand Street cannot have more than 40,467.24 square feet of accessory structures.
4. 1228 Sand Street does have a Special Flood Hazard Area (SFHA) located within its boundaries:
  - The SFHA is the Flood-fringe (AE) Floodplain District
  - No development on 1228 Sand Street shall occur at or below the Base Flood Elevation (BFE) of 812 Feet, based on the Flood Insurance Rate Map (FIRM) elevation datum.
  - Development at or below the BFE of 812 feet based on the FIRM elevation datum would require compliance with Chapter 532: Floodplain & Shoreland-Wetland Zoning, of the City of Watertown Municipal Code.

Decision:

Under 2017 Wisconsin Act 67:

62.23 (7) (de) Conditional use permits.

1. In this paragraph:

- a. "Conditional use" means a use allowed under a conditional use permit, special exception, or other special zoning permission issued by a city, but does not include a variance.
- b. "Substantial evidence" means facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

2 a. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the city ordinance or those imposed by the city zoning board, the city shall

grant the conditional use permit. Any condition imposed must be related to the purpose of the ordinance and be based on substantial evidence.

b. The requirements and conditions described under subd. 2. a. must be reasonable and, to the extent practicable, measurable and may include conditions such as the permit's duration, transfer, or renewal. The applicant must demonstrate that the application and all requirements and conditions established by the city relating to the conditional use are or shall be satisfied, both of which must be supported by substantial evidence. The city's decision to approve or deny the permit must be supported by substantial evidence.

3. Upon receipt of a conditional use permit application, and following publication in the city of a class 2 notice under ch. 985, the city shall hold a public hearing on the application.

4. Once granted, a conditional use permit shall remain in effect as long as the conditions upon which the permit was issued are followed, but the city may impose conditions such as the permit's duration, transfer, or renewal, in addition to any other conditions specified in the zoning ordinance or by the city zoning board.

5. If a city denies a person's conditional use permit application, the person may appeal the decision to the circuit court under the procedures contained in par. (e) 10

**Recommended Action:**

Approve the Conditional Use Permit with the condition that the development be at or below the BFE of 812 feet, based on the FIRM elevation datum and shall comply with Chapter 532 of the City of Watertown Municipal Code

**Motion by Holloway to approve as recommended, Second by Konz, Mayor McFarland abstained  
Approved by unanimous voice**

**7. Review and take action: 916 Labaree Street - Architectural and location review of Riverside Park restrooms under Wis. Stat. § 62.23(5).**

Mayor McFarland introduced Mr. David Rask with Thrive Architect on the project to present and report on the Design Development phase of the project.



**ONLINE PRESENTATION SUMMARY**

The scope of the project is to replace the two individual men's and women's restrooms with a single structure to be located where the present women's restroom facility is located.

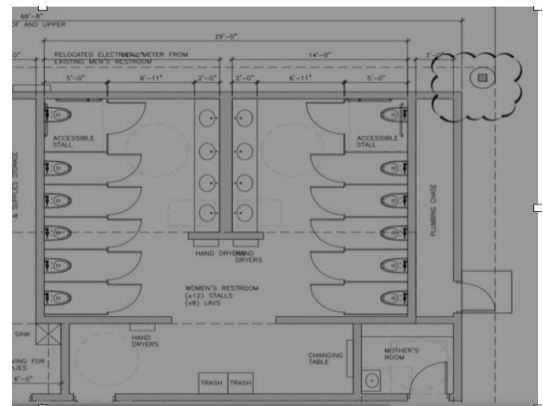
The remaining Men's restroom will be converted back to a Men's/Women's facility and serve during construction then removed,

Notice the wheelchair friendly approach off of the existing pavement structure at a comfortable grade.

The number of fixtures will remain the same, but the facility and fixtures will be updated. The men's side will include a family restroom. The women's side will include a mother's room.

A drinking fountain and bottle filling station will be on the outside.

Natural light is provided throughout the structure.



A discussion followed where the members and the design professionals discussed elements of the project, then reviewed the project summary developed by the Administrator.

**Background:**

The City of Watertown is looking to develop a new restroom facility at Riverside Park. The proposed structure has a 2,910 square feet footprint. The new restroom facility will also go before the Site Plan Review Committee.

**Relevant Information:**

The following information has been identified by the City of Watertown Zoning & Floodplain Administrator as pertinent to this action:

1. Per Wis. Stat. § 62.23(5):

(5) Matters referred to city plan commission. The council, or other public body or officer of the city having final authority thereon, shall refer to the city plan commission, for its consideration and report before final action is taken by the council, public body or officer, the following matters: **The location and architectural design of any public building**; the location of any statue or other memorial; the location, acceptance, extension, alteration, vacation, abandonment, change of use, sale, acquisition of land for or lease of land for any street, alley or other public way, park, playground, airport, area for parking vehicles, or other memorial or public grounds; the location, extension, abandonment or authorization for any public utility whether publicly or privately owned; all plats of lands in the city or within the territory over which the city is given platting jurisdiction by ch. 236; the location, character and extent or acquisition, leasing or sale of lands for public or semipublic housing, slum clearance, relief of congestion, or vacation camps for children; and the amendment or repeal of any ordinance adopted pursuant to this section. Unless such report is made within 30 days, or such longer period as may be stipulated by the common council, the council or other public body or officer, may take final action without it.

**Recommendation:**

Make a Positive advisory recommendation to the Common Council on the location and the architectural design.

**Motion to approve as recommended by Holloway, Second Konz  
Unanimous by voice vote**

**8. Review and take action: To allow the City of Watertown to market and sell the following City-Owned properties under Section § 114-3F of the Municipal Code and under Wis. Stat. §62.23(5):**

417 Baxter Street (PIN: 291-0815-0514-004) PIN: 291-0815-0424-999  
1203 Randolph Street (PIN: 291-0815-0444-039)  
429 South Concord Avenue (PIN: 291-0815-1012-048)  
119 North Fourth Street (PIN: 291-0815-0412-147)  
1103 River Drive (PIN: 291-0815-0434-024)  
PIN: 032-0815-1522-003 (Located in the Town of Watertown)

Mayor McFarland provided the setup explaining that these are properties that City owns but has no use for. Our intent is to engage an individual to list the properties.

The requested motion is, to engage and list all except the property “PIN: 032-0815-1522-003 (Located in the Town of Watertown)” and sell all except the PIN property until it has been annexed.

**Motion to approve as requested by Romlein, Second Holloway  
Unanimous by voice vote**

**9. Review and take action: Annexation of 1523 Prospect Street under the Intergovernmental Cooperative Plan (Wis. Stat. § 66.0307) Agreement between the City of Watertown and The Town of Emmet.**

Mr Allon presented the following information which was identified by the City of Watertown Zoning & Floodplain Administrator as pertinent to this action:

Rolf C. & Sandra J. Thornquist are looking to sell their property at 1523 Prospect Street. During the septic inspection for the sale of the property, it was determined by Dodge County that the septic system is failing. 1523

Prospect Street falls under the Highway 16 Residential Area under the Intergovernmental Cooperative Plan Agreement Between the City of Watertown and the Town of Emmet.

1. 1523 Prospect Street is identified as the Highway 16 Residential Area under Section 3.02(d). Which puts the parcel under the City Growth Area further defined in Section 3.01 of the Intergovernmental Cooperative Plan Agreement between the City of Watertown and the Town of Emmet.
2. The City of Watertown's authority derived under Section 6.02 of the Intergovernmental Cooperative Plan Agreement Between the City of Watertown and the Town of Emmet. This section covers future boundary adjustments between the City and Town.
3. See attached ordinance, pending City Attorney review.

A discussion followed on the red line reformatting of the proposed ordinance with no language changes.

Note: A Positive or Negative Recommendation of the Annexation Ordinance will go to Common Council on May 17, 2022 and No Public Hearing is required.

The property advised that he was watching the proceedings on line.

**Motion by Arnett for a positive recommendation, Second by Holloway  
Unanimous by voice vote.**

#### **10. Plan Commissioners training presentation series**

Mayor McFarland ask for consideration to table the training to allow travel time for a scheduled meeting.

**Motion by Romlein to Table, Second Holloway  
Unanimous by voice vote.**

#### **11. Adjournment**

Motion to adjourn by Holloway, Second Krueger  
Unanimous by voice vote,

Meeting closed at 4.52 p.m.

Respectfully Submitted,

James W. Romlein Sr. PE  
Recording Secretary

Note: These meeting notes are uncorrected, and any corrections made will thereto be noted in the proceedings at which these minutes are approved.

PUBLIC WORKS COMMISSION  
Tuesday, May 10, 2022 at 5:30 p.m.

Commission members present: Alders Bartz, Romlein, Ruetten, Wetzel, Commissioner Peter Thompson

City employees present:  
Public Works Director/City Engineer Jaynellen Holloway

1. Chairman Wetzel called the meeting to order at 5:30 p.m.

2. Comments and suggestions from citizens present  
None present

3. Review and take possible action: Petition to change grade of Willman Court. Engineering received a request from a resident on Willman Court to remove the center curbed island area. The resident has requested that the area be regraded and paved to reduce the mowing burden. Changing the grade in the public right-of-way requires Council approval per Section 457-2(B), see below:

*A. Establishment. The grade of all streets, alleys and sidewalks shall be established by the Common Council and shall be recorded by the City Clerk/Treasurer in his office. No permanent street, alley or sidewalk shall be worked until the grade thereof is established. The grades of all streets having curb and gutter on the effective date of this chapter are established at the level then existing.*

*B. Altering grade prohibited. No person shall alter the grade of any street, alley, sidewalk or public ground or any part thereof unless authorized or instructed to do so by the Common Council.*

Engineering has identified the following items that need to be addressed prior to removing the curbed island located on Willman Court:

*1. Roadway drainage needs to be evaluated and potentially addressed – a catch basin exists on the east side of the curbed island that will need to be relocated if the island is removed. 2. Sanitary sewer manhole in the center of the curbed island will need to be lowered. 2. Existing pavement condition on Willman Court (2020 WISLR rating of 1) is poor. If the island is removed, patching the area could be problematic due to the poor pavement condition – we believe the street needs to be resurfaced.*

Willman Court is not currently in the five-year capital improvement plan. If the Commission moves forward with recommending the removal of the curbed island, Engineering recommends that Willman Court be re-designed to account for the above items.

Comm'r Thompson suggested removing the sod and replacing it with mulch or stone, preferably stone.

Ald. Ruetten drove to Willman Ct. and noted that the northside of the street appears to have some drainage issues. He also stated that he believes that snow removal could be done more efficiently if the island is removed to which Comm'r. Thompson concurred. Thompson also stated that with snow removal, sod is disturbed and no doubt with the sod removal some stone would be disturbed as well.

Jaynellen noted that the surface has a Paser rating of 1.

Ald. Bartz mentioned that a couple of meetings past that 2022 and 2023 Street budgets are set and asked if this could be considered for the 2024 budget.

Ald. Romlein motioned: *Move for a temporary solution of removing sod, replacing with stone and possibly adding the removal of said island and adding street redesign to the 2024 budget.*

Motion to approve Ald. Romlein  
2nd Comm'r. Thompson  
Carried by unanimous voice vote

4. Review and take possible action: 2022 Annual Sidewalk Repair Area The City Engineer, through the designated

Sidewalk Inspector, is hereby authorized to cause to be repaired or replaced any defective or unsafe sidewalk within the City, commencing with and directly abutting the described areas and properties in 2022 in accordance with State Statute 66.0907(3). The following properties are described below:

*Both sides of O'Connell Street – N. Water Street to N. Church Street  
Both sides of W. Cady Street – N. Water Street to N. Church Street  
Both sides of Rock Street – N. Water Street to N. Church Street  
Both sides of Green Street – N. Water Street to N. Church Street  
Both sides of Elm Street – N. Water Street to N. Church Street  
West side of N. Water Street – O'Connell Street to Elm Street  
Both sides of N. Washington Street – W. Main Street to Elm Street*

If passed tonight the issue will go to the full council on May 17, 2022 in the form of a resolution stating:

*Sidewalk Inspector shall notify the property owners in writing, with defective or unsafe sidewalk to repair or replace the sidewalk, in compliance with the requirements of the City policy governing such construction. Property owner is given fourteen (14) days from the date of the notice to notify city of how repairs will be completed, and that if not so repaired or replaced within twenty (20) days, as set in the written notice, the City of Watertown shall cause such sidewalk to be repaired or replaced and charge the cost thereof to the abutting property owner, and such cost, unless previously paid, shall be collected as a special charge against the abutting property. Said money is to be charged to the 2022 Sidewalk Capital Account Number 05-58-11-73.*

Last year there was no funding for the annual sidewalk repair program. Two years ago a full circle of the city was done. This year the Sidewalk inspector and DPW/CE began by walking from city hall, trying to emulate what was done 35 years ago. This is a 35 year program.

A few weeks ago the Sidewalk inspector and Dir. of Public Works/City Engineer walked the area to make visual inspections of said sidewalks. The homeowner has 3 options:

- Self reconstruction
- Hire own contractor
- Hire city contractor

Ald. Bartz asked if the current policy of replacing sidewalks by complaint is still in effect. PWD/CE Holloway answered in the affirmative and added that such work needs to be completed by September 1st to be included in the current year.

Motion to approve Ald. Ruetten

2nd Ald. Bartz

Carried by unanimous voice vote

5. Adjournment

Motion to adjourn Ald. Romlein

2nd Ald. Bartz

Carried by unanimous voice vote

Meeting adjourned at 5:47 p.m.

Respectfully submitted,

Bob Wetzel

Public Works Commission Chair

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

# PUBLIC SAFETY & WELFARE COMMITTEE

March 2nd, 2022

4:30 p.m.

The Public Safety. & Welfare Committee met on the above date and time in Room 0041, Lower Level, Municipal Building.

**The following voting members were present:** Karen Wendt (Alderwoman – 2nd), William Licht (Alderman- 5th) and James Romlein (Chairman - 9th)

**The following advisory members were present:** Jaynnelen P. Holloway PE, Director of Public Works/City Engineer (GTM), Robert Kaminski (Police Chief) and Steven T. Chesebro (City Attorney)

Also Present:

Participants who join in Go To Meeting are denoted with: (GTM)

Agenda:

1. **Call to order**

Chairman opened the meeting at 4:30 p.m.

2. **Receive comments from the public**

Chairman opened the call - **No Comments.**

3. **Review and approve minutes from February 2nd, 2022**

Chairman observed that the *City of Watertown Debris Management Plan* Purpose and Table of Contents sections were added to the first draft to clearly show the comprehensive nature and level of detail incorporated in the document by the Principal Author, Fire Chief Kraig Biefeld.

**All members agreed, Ald. Licht moved for approval, Ald. Wendt Second Unanimous by voice vote.**

Update and review for possible action: Intersection of S. Church Street and Air Park Drive - Citizen request for additional traffic control at Intersection.

Brief discussion among the members present on the history of this matter that has been previously discussed.

Director Holloway, item submitter and a member of the negotiating team discussing this matter with the Township, joined the meeting (GTM).

Director Holloway provided the background update:

The extended discussion focused on the possible chain of events, options available to the City of

BACKGROUND:

Update and review and take possible action: Intersection of S. Church Street and Air Park Drive – Citizen request for additional traffic control at intersection: In 2021 Public Safety & Welfare received a citizen request that traffic control be added to the intersection. Engineering contacted WisDOT and found out that capital improvements of the intersection are the responsibility of the Town of Watertown and prior to any improvements being done, a traffic study would need to be completed by the township. Engineering communicated with the Town of Watertown and their response was that they would not be able to afford said study but would entertain a jurisdictional transfer of the right of way only. Whereas it is not in the City's best interest to do a right of way only jurisdictional transfer, it may be worth the City's resources to have the traffic study performed to determine what if any further improvements are needed at the intersection. Whereas, nothing has been budgeted in the 2022 budget for said study, it could be placed in the 2023 City budget. Engineering took the liberty of seeking ballpark preliminary cost estimates for such a study and have determined the study could be done for approximately \$3,000. Once the study is conducted and forwarded onto WisDOT, and if they determine a traffic signal is warranted, the next step (if the City would want to move forward with signalization of the intersection) would be to have design done for traffic signalization at that intersection. Engineering estimates design would be somewhere between \$17 – \$20K.

Watertown, who pays, what are advantages / disadvantages / liabilities and finally, what is our obligation to the citizens of Watertown who make up the majority of the traffic in this area.

It was agreed that, although the underground infrastructure was in place for future traffic control activities, no further action should be undertaken until the needs analysis study was completed and WisDOT had advised on the needs and that the \$3,000 was a prudent investment in the safety of our Citizens.

Motion by Licht to approve the request and for Holloway to move forward, Second by Wendt. Unanimous by Voice Vote.

**4. Adjourn**

**Motion to Adjourn by Wendt, Second Licht**

The meeting closed at 4:46 p.m.

Respectfully submitted,

James W. Romlein Sr. PE  
Chairman

Note: These meeting notes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.



# PUBLIC SAFETY & WELFARE COMMITTEE

May 4, 2022

The Committee met at 5:30 p.m. in Room 0041 of the Municipal Building. Members present were Alderpersons Dana Davis, Will Licht and Fred Smith. Also in attendance were Police Chief Robert Kaminski, Assistant Chief Ben Olsen, Street Superintendent Dan Zuelsdorf, and Director of Public Works/City Engineer Jaynellen Holloway. Also present were Shane Wagner, Ronald Maas, and Dennis Daley representing the Elks Lodge; Candice and Robert Grams, Keith Young, Erin Schroeder, David Hoeft, Glen Roberts, and Brad Hayes.

1. **Roll Call:** Present: Alderpersons Smith, Davis and Licht. Absent: Alderperson Schmid.
2. **Receive comments from the public:** It was determined to hear citizens when the agenda item they came for was to be considered.
3. **Approval of Minutes:** The minutes of the meeting for March 2, 2022 were not available and will be approved at the next meeting.

Following the above items, Agenda Items 7, 9 and 10 were moved up for the convenience of several citizens.

7. **Review and take possible action on Ordinances to change parking limitations near the Elks' Lodge:** In 2017, without the approval of the Elks' Board, two Lodge members requested that two handicapped parking stalls be designated around the Lodge Building, one on First Street and the other on Madison Street. This request was approved by this committee and the City Ordinance was amended. Recently, the Elks Board requested a change to the 2017 Ordinance, as follows: Remove the handicap designation/sign at the Madison Street entrance spot and replace it with a loading zone designation/sign; move the existing handicap spot in the city's Second Street parking lot to the west so that it is adjacent to the Elks' building and closer to their accessible entrance; and remove the handicapped designation/sign on First Street and return it to normal street parking. Several speakers representing the Elks' Lodge confirmed this request is the consensus wish of the Lodge and explained how the collective changes would further their parking needs even as it would allow ample parking in the surrounding area. A motion was made by Alderperson Licht, seconded by Alderperson Davis, to recommend approving these changes. **ACTION: The motion was unanimously approved and appropriate Ordinance changes will be prepared.**
10. **Review and take possible action on removing parking in front of 721 and 717 W. Main Street:** Business owner Brad Hayes requested that the four parking stalls on the south side of West Main Street in front of his property be removed to enhance the visibility of his auto sales lot. Mr. Hayes spoke in favor of the changes but several area residents, including neighboring business owners were opposed. The opponents focused primarily on the value of on-street parking, especially on a major commercial street. Following substantial input from the speakers, the Committee consensus was that no action should be taken. **ACTION: None Recommended.**
9. **Review and take possible action on maintaining one-sided parking on E. Main Street between Market and Irene Streets:** The City is in the process of preparing a Financial Agreement with the WisDOT for a major street project on E. Main Street. The city's wish for the area parking needs to be clarified. Currently there is parking on both sides of the street but the more stringent parking standards of the WisDOT will not allow that without widening the street. The City will be responsible for the cost of the parking improvements. The cost for maintaining one-side parking will be \$150,000 and for both sides it would be \$300,000. Currently, parking on the north side of Main Street is extensively used but rarely so on the south side. All area property owners were contacted about the matter but only one person appeared. A motion was made by Alderperson Smith, seconded by Alderperson Davis, to recommend maintaining parking only on the north side of the street. **ACTION: The motion was unanimously approved and Engineering will respond back to WisDOT with this recommendation.**
4. **Review and take possible action on modifying parking regulations on S. Third Street:** S Third Street was widened and repaved in 2021 and certain restrictions on parking are no longer necessary. There is currently only two-hour parking on S. Third Street between River Drive/Hyland Street and Hart Street on the west side and this

restriction is no longer needed. A motion was made by Alderperson Davis, seconded by Alderperson Licht, to recommend removing the two-hour parking restriction referenced above. **ACTION: The motion was unanimously approved and an Ordinance change will be prepared.**

5. **Review and take possible action on removing the Heavy Truck Route designation on part of S. Third Street:** A block of S. Third Street between Hyland/River Drive and Hart Street is designated a truck route. That designation is no longer necessary. A motion was made by Alderperson Licht, seconded by Alderperson Davis, to recommend removing the truck route designation for this block. **ACTION: The motion was unanimously approved and an Ordinance change will be prepared.**
6. **Review and take possible action on adding two-sided parking on a portion of S. Third Street:** Now that the reconstruction of S. Third Street has been completed, areas previously unable to accommodate two-sided parking can now do so. Specifically, parking on both sides of S. Third Street between Hart Street and William Street is possible. A motion was made by Alderperson Davis, seconded by Alderperson Licht, to recommend allowing two-sided parking in the area reference above. **ACTION: The motion was unanimously approved and an Ordinance change will be prepared.**
8. **Review and take possible action to review traffic control at the intersections of Endeavor Drive/N. Church Street and Carriage Hill Drive/W. Main Street:** A citizen concerned about traffic congestion at these two intersections during the school year in the early morning and mid-afternoon has requested traffic lights at the intersections or added police presence during these busy times. This matter has been reviewed previously by our committee. The intersections involved do not qualify under WisDOT regulations for traffic signals and due to the minimum number of accidents at the intersections, Chief Kaminski, who does not have the staffing to meet this request, did not believe a police presence would meaningfully address the congestion. **ACTION: None Recommended.**
11. **Review and take possible action to remove ADA parking spaces on S. Water Street:** The required ADA parking spaces for the library have been relocated to the south parking lot adjoining the library and are no longer needed on S. Water Street. A motion was made by Alderperson Davis, seconded by Alderperson Licht, to recommend removing the two existing ADA parking spaces located on the west side of S. Water Street. **ACTION: The motion was unanimously approved and an Ordinance change will be prepared.**

There being no further business to come before the Committee, a motion was made by Alderperson Licht, seconded by Alderperson Davis, to adjourn. The motion carried unanimously and the meeting adjourned at 7:28 p.m.

Respectfully submitted,

Fred Smith, Chairman

## MEETING OF THE BOARD OF COMMISSIONERS OF THE WATERTOWN HOUSING AUTHORITY

The Commissioners of the Watertown Housing Authority (WHA) met in regular session at 201 N. Water St., Watertown WI on Thursday, March 17, 2022.

- **Call to Order**

The Chairman, J. Braughler called the meeting to order at 4:15 p.m.

**Present:** J. Braughler, M. Malmstrom, J. Bear & R. Stocks. Also, present was Secretary, T. Kasten.

**Absent:** T. Pasch

- **Agenda Review**

The Commissioners approved the agenda as presented.

- **Tenant/Citizen Comments**

M. Malmstrom reported the Bread Basket continues to set up at the Johnson Arms building every other Thursday. The tenants at the Johnson Arms building enjoy paczkis on Fat Tuesday.

- **Approval of Minutes**

A motion to accept the minutes of the regular meeting held on Thursday, January 20, 2022, was made by M. Malmstrom and seconded by R. Stocks. The motion carried.

- **Approval of Monthly Expenditures and Financial Report**

A motion to accept the payment of bills which included checks (#22552-22592) and ACH debit transactions from 1/14/2022-3/11/2022 totaling \$106,418.84 was made by J. Bear and seconded by M. Malmstrom. The motion carried. January and February 2022 financials were discussed and will be placed on record, subject to audit.

- **Discussion Regarding Received Memorandum of Understanding (MOU)**

T. Kasten shared information she received from HUD regarding the MOU. After a discussion, a motion to refuse the passage of the MOU was made by R. Stocks and seconded by J. Bear and on a roll call was adopted with the following vote:

	AYES	NAYS	ABSENT	ABSTAIN
Bear	X			
Braughler		X		
Malmstrom	X			
Pasch			X	
Stocks	X			

The motion carried.

- **Executive Director's Report**

Public Housing Overview

- All tenants in the Johnson Arms building were recertified. The housing authority will see a 6% increase in rental revenue.
- A hydraulic leak in the elevator will cost \$7,300 to be fixed and the elevator out of service for 2 days.
- Waste Management has not been servicing our garbage and recycle dumpsters as scheduled for the last 3 weeks.
- T. Kasten reported that operating subsidy documents were submitted to HUD. FYE 2022 we will see a drastic reduction in operating subsidy payments.

- WAHA/District 1 is the host for the annual conference this year. WAHA will resume its spring training in 2022.
- Bi-yearly generator inspection was completed today.

Occupancy Update

- **Johnson Arms** – T. Kasten reported all units are occupied and no vacancy notices have been received to date.
- Average rent is \$366, and we have 5 tenants paying the flat rent of \$550.
- **Family Sites** – T. Kasten reported all units are occupied and no vacancy notices have been received to date.
- The average rent is: 2-bdrm=\$494 with 3 tenants paying the flat rent of \$650, 3-bdrm=\$531 with 2 paying the flat rent of \$916 and houses=\$742 with 2 paying the flat rent of \$962/\$1108.

Maintenance/Systems Overview

- T. Kasten reported that maintenance continues to take care of the building/grounds as needed.
- Work Orders are completed in a timely manner. There were approximately 18 non-emergency work orders completed since we last met.
- After Hour Calls: 6 – all were due to tenants’ tags not being out/off.

- **Future Possible Agenda Items**

- **Next Meeting Date/Time**

- The Board of Commissioners next regular session will be on Thursday, May 19, 2022, at 4:00 pm.

- **Adjournment**

- Being no further regular meeting business to come before the Board, a motion to adjourn the meeting was made by M. Malmstrom and seconded by R. Stocks. The motion carried and the meeting was adjourned at 5:05 pm.

Tammy Kasten

Secretary

\_\_\_\_\_

Chairperson

(DISCLAIMER: These minutes are uncorrected, and any corrections made to them will be noted in the proceedings at which these minutes are approved.)

Watertown Tourism Commission Meeting Minutes April 14 2022

The following Tourism Commission members were present via Zoom Meeting or in person at Watertown City Hall: Linda Werth, Randy Wojtasiak, Cheryl Mitchell, Aaron David, Peter Wright, Conrad Talaga  
 Also present; Robin Kaufmann Tourism Manager, Bonnie Hertel Chamber Executive Director, Melissa Lampe

1. The meeting was called to order at 8:00 am
2. Welcome Conrad Talaga to the Commission –  
 Conrad has lived in Watertown for 22 years and currently works at Glory Global Solutions
3. Review & Approve November Minutes  
 A motion to approve the minutes was made by Randy Wojtasiak and seconded by Conrad Talaga. The commission voted to approve the minutes.
4. Old Business:
  - a. Financial Report: Robin Kaufmann reported Month to Date information as of 03/31/22

<b>Expense</b>	
<b>Management Fees</b>	
<b>Wages</b>	
<b>March Payroll Services</b>	<b>42.21</b>
<b>March Payroll Taxes</b>	<b>236.92</b>
<b>March Retirement Contribution</b>	<b>90.54</b>
<b>March Wages</b>	<b>3018</b>
<b>Total Wages</b>	<b>3387.67</b>
<b>Total Management Fees</b>	
<b>Operations</b>	
<b>Telephone Stipend – February reimbursement</b>	<b>50</b>
<b>Total Expense</b>	<b>3437.67</b>
<b>Room Tax Revenue – January</b>	<b>2529.37</b>
<b>Interest Savings -Short term CD</b>	<b>.80</b>
<b>Total Investments</b>	<b>2530.17</b>
<b>Net Income</b>	<b>&lt;907.50&gt;</b>

Checking Account Balance as of 03/31/22 \$ 91925.91

Motion to approve the financials was made by Peter Wright and seconded by Linda Werth. The Commission voted to approve the financials.

b. Marketing Plan

1. 2021 Visitor Guides – Guides are out for distribution. Robin has been distributing guides to local hotels and spots with heavy tourism traffic. The Vendor distributes throughout Wisconsin, Illinois and Minnesota.
2. Ad Opportunities: No ads to present to the commission at this time.

c. Updates/Discussion on mural restoration – The First Brigade Mural will be restored by the original artist, Gail Nolan. Restoration will begin in July and will take approximately 2 weeks weather permitting.

Draeger’s Floral will be having exterior work done on their building and a mural will be painted on one wall. The mural will be painted directly onto the building in the space of the old mural. The artists doing the work will not be asking for compensation. Draeger’s Floral is asking for financial support to purchase supplies, barricades, rentals and insurance costs.

A motion to approve up to \$1000 to support the Draeger mural project was made by Peter Wright and

Seconded by Linda Werth. Aaron David abstained.

d. Hotel Stay updates:

March Occupancy rates nationally were approximately 60%. Our Southern Wisconsin market is approximately 50%. Weekend business will begin picking up starting with the Jefferson Car Show.

Tournaments, graduations and weddings will start in May and continue on through the summer.

There is a large solar farm project starting in Jefferson in May that will impact local hotels. Some of those stays will be long term stays.

5. New Business

a. Discuss the possible support of a downtown Entertainment District: Currently area businesses and organizations have to obtain insurance, fence off specific areas and hire security at a cost of \$1000s of dollars to host events in the downtown area.

The Tourism Commission is interested in hearing from area bar owners and from other communities that have already established entertainment districts in order to determine if one is right for Watertown.

The discussion will be ongoing as new information becomes available.

b. Discuss and take possible action on Watertown Rotary Grant:

The Rotary Club is requesting a grant of \$1000 to help with expenses for the Charlie Behrens Comedy Show at Turner Hall.

Their costs include hall rental, performer fee, advertising costs and sound and lighting.

Charlie Behrens is a popular act and the event will easily sell out.

A motion to approve \$1000 for the event was made by Randy Wojtasiak and seconded by Conrad Talaga.

The commission voted to approve and the motion was passed.

c. Discuss and take possible action on removal of zoom option for Tourism meetings.

The consensus is to keep the zoom option open for now.

d. Review Manager's report of previous month's tasks:

Attached.

e. Commission members report on upcoming events:

Octagon House will open May 1<sup>st</sup>. Jefferson Car show is April 22-24.

Trail head paving for the Interurban bike trail starts next month. The double sided kiosk will feature Mapping of bike trails and rules on one side and advertising on the other side. Robin will prepare a graphic of tourism locations that will act as a guide to bikers. She will present the graphic at the May meeting and the commission will consider funding the sign.

Adjournment – Motion to adjourn the meeting made by Aaron David and seconded by Peter Wright.

Agenda items:

A reminder from Robin to have all requests for additions to the next meeting's agenda to her by the Tuesday the week before the meeting.

The next meeting will be at 8:00 am May 12th, 2022, via Zoom or you may attend in person at Watertown City Hall

NOTE: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

Submitted by,

Cheryl Mitchell, Secretary

## Manager's Report – March

### Social Media Report

**Facebook: 26 new page likes (5,264 likes/5,692 followers) (Post reach 92,105)**

**Visitwatertownwi.com: 193 Views by 170 visitors**

**Instagram: 16 new followers (943 followers)**

- Regularly posted to social media (Watertown, Dodge County, Jefferson County)
- Wrote blog articles for JCTC
- Attended JCTC Exec Committee Meeting
- Represented Tourism at Wake-up Watertown
- Met with local EAA President to discuss upcoming events and opportunities at the airport (also created flyer for their Fly-In Food Fests)
- Distributed guides: Heritage Inn, Best Western, Super 8, Watertown Airport, Jefferson County Fair Park, City Hall, Watertown Library, Park & Rec, Katherine Holle House, Ebert's Greenhouse, Fort Atkinson Chamber, Johnson Creek Village Hall, Whitewater Chamber
- Gathered event dates for the Daily Times (special edition)
- Met with group to discuss event permit/licensing obstacles
- Met with artist to discuss mural restoration opportunities
- Completed and sent out yearly financials for Department of Revenue
- Visited businesses/events to take photos for future promos:
  - Best Western
  - Beach Party BINGO

**CITY OF WATERTOWN  
OFFICE OF THE MAYOR  
May 17, 2022**

TO: MEMBERS OF THE COMMON COUNCIL

I would appreciate your consideration of the following appointments:

***Zoning Board of Appeals***

Thomas Johnson

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily", written in a cursive style.

Emily McFarland  
Mayor



To: Members of the Common Council

May 17, 2022

The following appointments were made in May 2022:

***Tourism Commission***

Randy Wojtasiak, Cheryl Mitchell and Peter Wright

Sincerely,



---

Emily McFarland, Mayor

Monthly Report

# Watertown Fire Department

Emergency calls for service

April 2022

Total calls for the month- 185

Community Outreach- 2,615 citizens



# Monthly Report

## Response Information

Type of Incidents Breakdown	
Medical Calls	149
Fire Calls	24
Haz-Mat Calls	3
MVC Calls	9
<b>Grand Total</b>	<b>185</b>

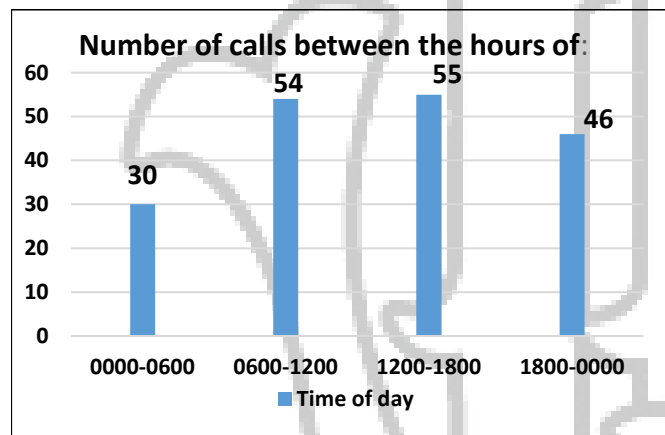
**80%** were medical calls

**15%** were fire related calls

**5%** were MVC calls

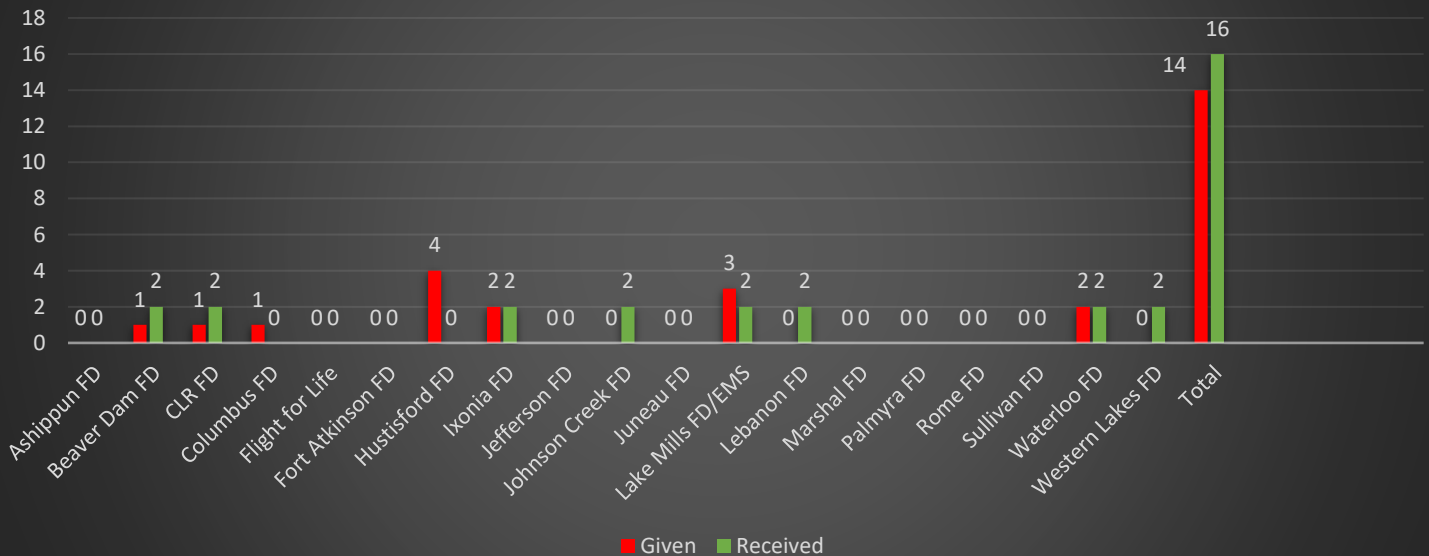
**Total Calls YTD- 878**

**4%** call increase compared to 2021 YTD



Simultaneous Calls	
2 <sup>nd</sup> outs calls	24
3 <sup>rd</sup> out calls	2
4 <sup>th</sup> and 5 <sup>th</sup> out calls	2
<b>Grand Total</b>	<b>28</b>
<b>15%</b> of the time we had multiple calls	

## Mutual Aid Given vs Received

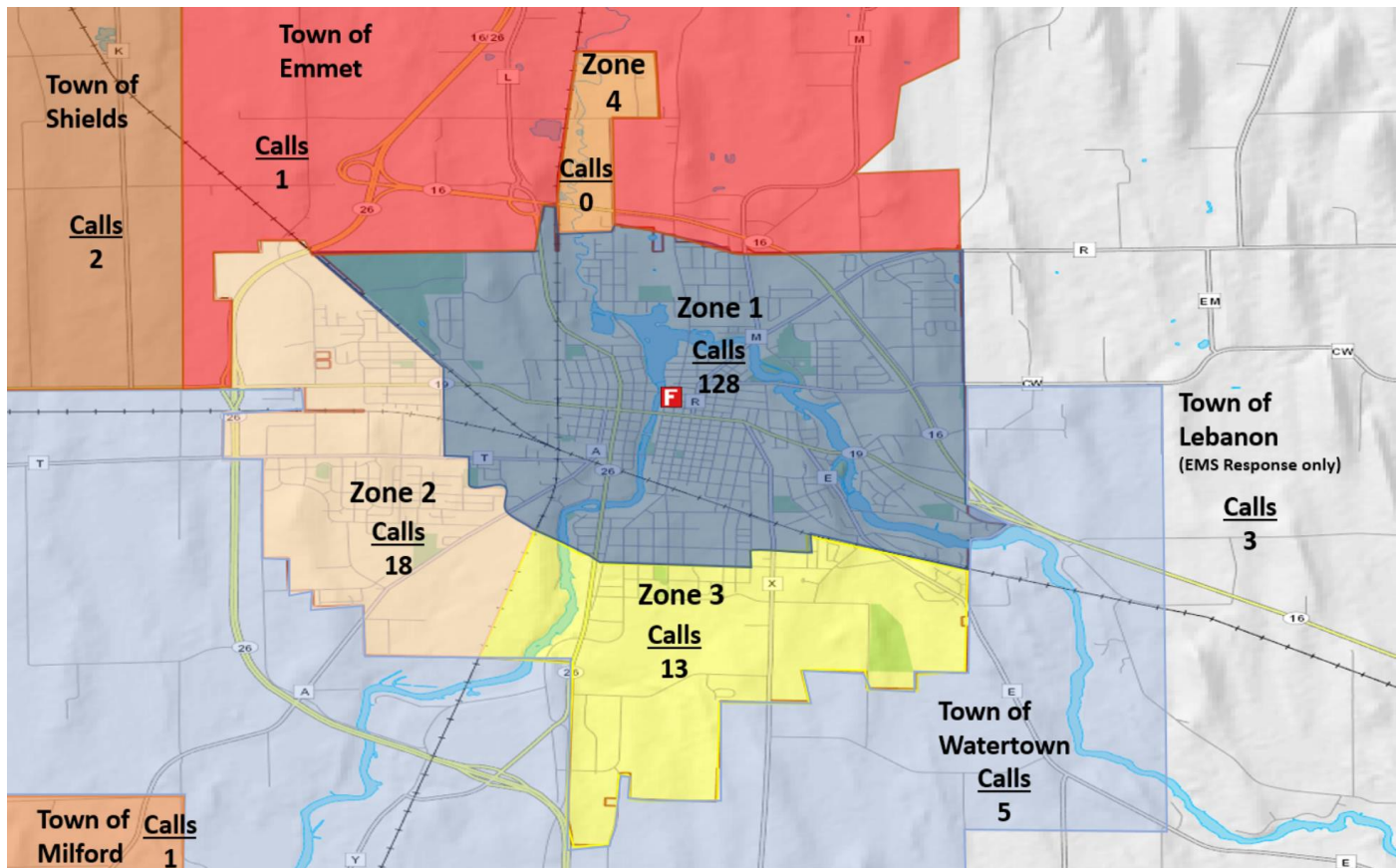


# Monthly Report

## Response Information

Response Times						
Zone	Turnout Time			Response Times		
	EMS	Fire	Overall	EMS	Fire	Overall
Zone-1	1:15	1:29	1:17	3:42	4:58	3:55
Zone-2	1:03	:58	1:02	5:06	7:36	5:53
Zone-3	1:01	1:30	1:07	4:20	5:28	4:33
Zone-4	-	-	-	-	-	-
Zone- 11 Milford	-	2:16	2:16	-	9:56	9:56
Zone- 12 Town of Watertown	:34	1:16	:42	6:20	8:46	6:49
Zone- 13 Emmet	1:37	3:19	2:28	7:00	9:14	8:07
Zone- 14 Shields	1:53	2:22	2:07	11:15	20:00	15:37
Zone- 15 Lebanon	2:38			9:49		
Delay due to Simultaneous Calls		2:45		8:48		

\*Department Standards- Turnout - 60 sec EMS/80 Sec Fire- Response- Fire & EMS 6 minutes\*



# Monthly Report

## Emergency Medical Services

Emergency Medical Calls	
Abdominal Pain	3
Allergic Reaction	1
Altered Level of Consciousness	6
Animal Bite	0
Assault	0
Back Pain	2
Breathing Problems	4
Burn	0
Canceled enroute(EMS only)	0
Cardiac Arrest	7
Chest Pain (Heart Problems)	11
Choking	1
Diabetic Problem	2
Exposure Heat/Cold	0
Fall	21
Headache	0
Hemorrhage/Laceration	7
Intoxication	3
Medical Alarm Activations	6
Motor Vehicle Accident	7
No Patient Found	3
Other Calls	1
Overdose	5
Pregnancy	0
Psychiatric Problems	2
Public Assist	15
Seizure	4
Sick Person	18
Stabbing/Gunshot Wound	0
Stroke	2
Syncope	7
Transfers from Hospital	0
Trauma	5
Unconscious	5
Weakness	8

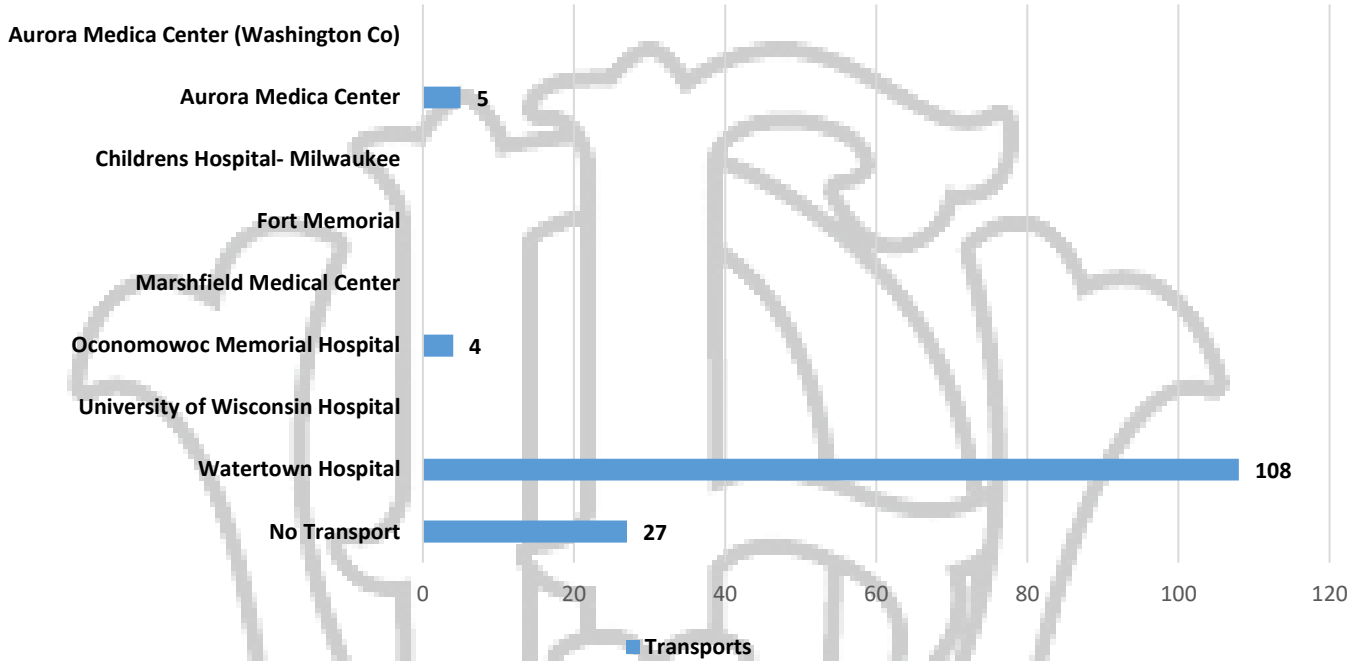
Medications Administered	
Adenosine	0
Albuterol	0
Amiodarone	0
Aspirin	7
Ativan	0
Atropine	0
Benadryl	0
Dextrose	0
Dilaudid	0
Dopamine	0
Duoneb	1
Epinephrine 1:1	0
Epinephrine 1:10	2
Etomidate	1
Fentanyl	3
Glucagon	0
Ketamine	0
Haldol	0
Lasix	0
Lidocaine	0
Mag Sulfate	0
Narcan	5
Nitro	7
Oral Glucose	1
Rocuronium	0
Succinylcholine	1
Terbutaline	0
Tetracaine	0
Tranexamic Acid	0
Valium	0
Versed	0
Zofran	9
<b>Total</b>	<b>37</b>

Patient Contacts	
Age Range	Total
0-9	1
10-19	3
20-29	8
30-39	12
40-49	7
50-59	15
60-69	23
70-79	36
80-89	18
90-99	16
100+	0
<b>Total</b>	<b>139</b>

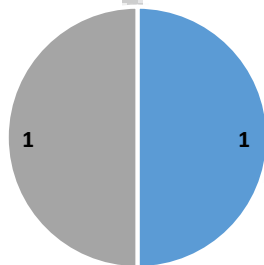
# Monthly Report

## Emergency Medical Services

### Hospital Transports for February

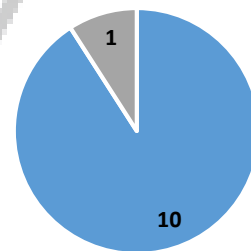


### Community Paramedicine Events



- Unsafe Situation Assessment
- Wellness Clinics/Immunization Assistance
- Community Resource Referrals

### # of Contacts



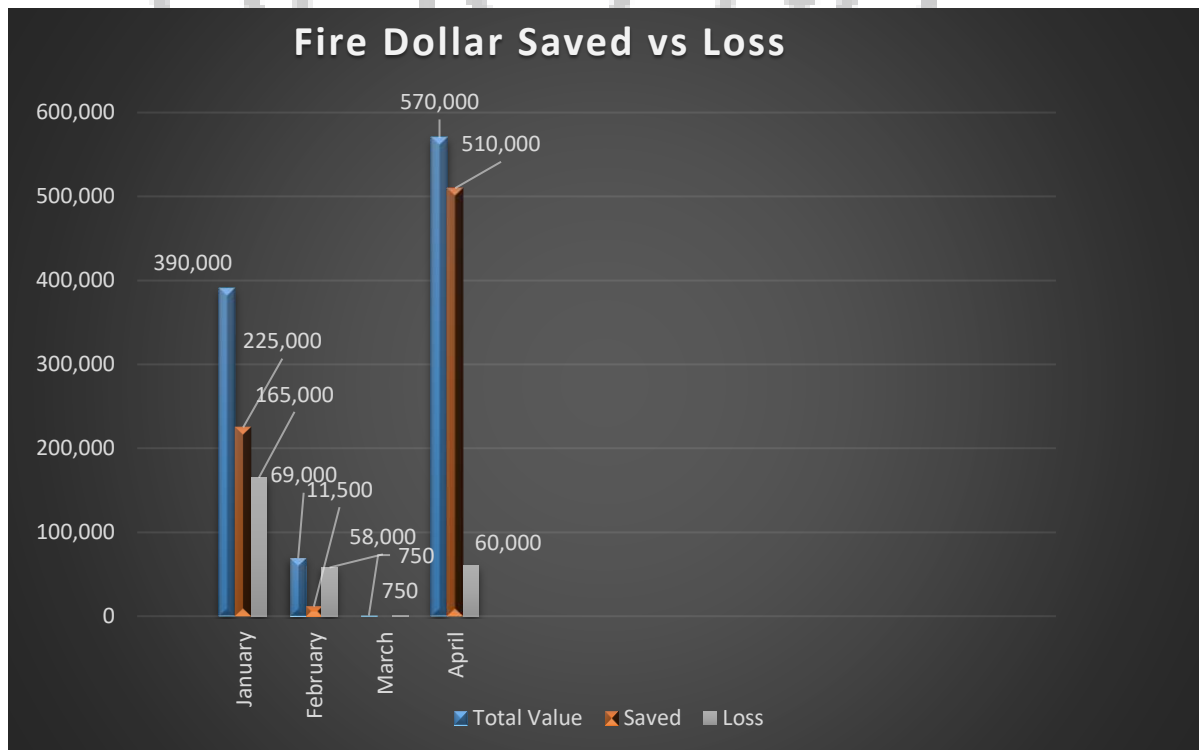
- Unsafe Situation Assessment
- Wellness Clinics/Immunization Assistance
- Community Resource Referrals

# Monthly Report

## Fire Incidents

Fire/Haz-Mat Calls	
Fluid Clean Up	0
Animal Rescue	0
Bomb Threat	0
Brush/Grass Fires	1
Burning	2
Canceled Enroute (Fire only)	2
Change of Quarters	1
Citizen Complaints	0
CO Calls	3
Cooking Fires	0
Dumpster Fires	0
Electrical Fires	0
Elevator Alarm/Rescue	0
Fire Alarms	6
Fires other than a structure	0

Fire/Haz-Mat Calls	
Gas Leaks	0
Good Intent Calls	0
Lightning Strike (no fire)	0
Lock-out	0
Other	0
Power Lines	2
Ring Removal	0
Service Calls	2
Smoke Scare	2
Smoke/Odor Removal	1
Storm Assessment	0
Structure Fires	3
Unable to Staff	1
Vehicle Fires	0
Water Rescue	1
Water Problem	2





# Monthly Report

## Department Training Report

Training Hours	
Training Type	# of Hours
Total A Shift hours	129*
Total B Shift hours	128.25*
Total C Shift hours	185*
Physical Fitness	65.5
Driver Operator	34
Medical Training	81.5
Orientation Hours	18
New Certifications	0*
Fire Training	315.5
Training Facility	24
Officer Development/Dept. Meetings	29.75
<b>*- Not included into the total hours</b>	<b>Grand Total</b>
	<b>568.25</b>

**For the month of April, department members trained on the following:**

- Forward Speedlay
- Forward-lay Hydrant
- Aerial Driver Training Course
- Documentation
- Trauma Protocol Review
- Search & Rescue
- Victim Drags & Removal





# Monthly Report

Community Relations Programs/Risk Reduction			
Home Safety & Public Events	Service Count	Citizens Served	Total Hours
Public Speaking Events	0	0	0
Fire Safety Talks with Children	0	0	0
Home Safety Checks	0	6	0
Student Riders	6	6	69
Public Riders	15	15	22.5
# of Smoke Detector Installations	2	6	N/A
# of CO Detector Installations	1	4	N/A
Smoke Detector Battery Changes	1	1	N/A
Residential Lock Boxes	0	0	N/A
Fire Extinguisher Training	0	0	0
Fire Extinguishers Given	0	0	N/A
CPR/AED Training	0	0	0
Public Relations Events	7	575	8
Football Game/Event Stand-By	0	0	0
Birthday Parties	0	0	0
Fire Drills	4	1,821	2
Bike Helmets Given	1	1	N/A
Parades	0	0	0
Vial of Life Forms	1	150	.5
<b>Grand Totals</b>	<b>38</b>	<b>2,579</b>	<b>102</b>

Code Enforcement				
Property Use	# of Inspections/Alarm Test	Total Violations	Violations Corrected	Hours
Mercantile & Business	75	43	11	33.5
Alarm Test Completed	4	N/A	N/A	4
Pre-Plans Conducted	11	N/A	N/A	46
Site Reviews	0	N/A	N/A	0
Knox Box Keys	4	N/A	N/A	N/A
<b>Grand Total</b>	<b>94</b>	<b>43</b>	<b>11</b>	<b>83.5</b>

Division	# Total tours	Citizens Served	Total Hours
Station Tours	4	51	3.5
On Location Truck Tours	0	0	0
Youth Fire Setter Program	0	0	0
<b>Grand Totals</b>	<b>4</b>	<b>51</b>	<b>3.5</b>

Maintenance/Station Work	
Type of work	Hours
Maintenance	117.75
Station Work Detail	97.5
<b>Grand Total</b>	<b>215.25</b>

# Monthly Report

## DEPARTMENT INCIDENTS & PUBLIC RELATIONS



**April 8<sup>th</sup> - Structure Fire-** 1153 Boughton St. (Watertown) – E61, MED 54, C1 & C2 were dispatched for a structure fire. Crews provided fire attack and search. One victim was found inside the structure. No firefighter injuries were reported.



**April 13<sup>th</sup> – Learn to hunt for turkeys-** (Clintonville) – Fire Inspector Schwegel attended a learn to hunt for turkeys event. Tony helped teach children how to hunt for turkeys and even got one. He stated this the most rewarding thing he has done. Great job Tony.



**March 19<sup>th</sup> –Station Tour-** 106 Jones St., Fire Station (Watertown) – Watertown FD had special visitors from Good Shepard Lutheran Church. The kids learned about fire safety and got to see the fire truck and ambulance. Thanks for stopping by.



**March 19<sup>th</sup> – Swearing-in Ceremony-** 106 Jones St., Fire Station (Watertown) – Jaden Scully and Alex Braunschweig completed their year of probation and were recognized for that accomplishment. Jaden and Alex are exceptional members of the department and we are lucky to have them. Congratulations gentlemen.

# Monthly Report



**April 23<sup>rd</sup> – Town Square Ground Breaking** (Watertown) – The City had a ground-breaking ceremony for the new Town Square Park development.



**April 23<sup>rd</sup> –Children's Fair-** 825 Endeavor Dr., Watertown High School (Watertown) – Members took part in the Children's Fair at the High School. It was a great time and turnout.



**April 27<sup>th</sup> – Structure Fire-** 1209 Ruth St. (Watertown) – E61, MED 54, C1, & C2 responded for a structure fire. Upon arrival, smoke and flames were showing from the front of the house. A hose line was pulled, and the fire was quickly extinguished, containing the fire to the room of origin. Units were assisted by Lebanon, Ixonia, Johnson Creek, Waterloo, and CLR Fire Department. No injuries were reported.



# Monthly Report

## WHAT'S HAPPENING AROUND THE DEPARTMENT

### 2022 Wisconsin Statewide Tornado Drill

Thursday, April 7<sup>th</sup>, 2022

1:45pm and 6:45pm

Please reserve these times to discuss and practice your tornado and severe weather safety and sheltering plans.

#### What will happen:

- NOAA Weather Radio Weekly Test
- Some municipalities will sound sirens.
- Some TV/radio stations will briefly cut into programming
- Social Media Posts

#### What will NOT happen:

- Wireless Emergency Alerts
- Push notifications on phones
- Test Watch/Warning



ECB Educational Communications Board



City Wide Tornado Drill

NATIONAL PUBLIC SAFETY  
TELECOMMUNICATORS WEEK



THANK YOU,  
DISPATCHERS!



A new Power Load system was placed into the 2<sup>nd</sup> out ambulance. It will reduce injuries to the medics when loading the cot into the ambulance.



Training was held with PD members on medical equipment that they carry.

A new Cardiac Monitor was delivered and placed in service.



All city buildings are now equipped with AED's after purchasing nine new ones.

## Report Criteria:

Detail report.  
Invoices with totals above \$0.00 included.  
Only unpaid invoices included.  
Invoice.Payment due date = 05/17/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>ABEDNEGO FIRE PROTECTION</b>						
554114	ABEDNEGO FIRE PROTECTION	151868	SCBA TESTING-FD	03/21/2022	2,200.00	01-52-31-59 SAFETY EQUIPMENT TE
Total 554114:					2,200.00	
<b>AIR ONE EQUIPMENT INC</b>						
1423	AIR ONE EQUIPMENT INC	180580	LOCK SLOT 8AXE-FD	04/28/2022	139.65	01-52-31-20 EQUIPMENT REPAIRS/RE
Total 1423:					139.65	
<b>ALSCO INC</b>						
1512	ALSCO INC	IMIL1798183	MATT SERVICE AT CITY HALL	04/29/2022	97.59	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1798183	RAGS, RUGS, UNIFORMS MEC	04/29/2022	60.30	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1798183	COVERALL SERVICE FOR STO	04/29/2022	30.15	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1798183	COVERALL SERVICE FOR SOLI	04/29/2022	4.84	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					192.88	
1512	ALSCO INC	IMIL1800423	MATT SERVICE AT CITY HALL	05/06/2022	65.26	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1800423	RAGS, RUGS, UNIFORMS MEC	05/06/2022	107.36	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1800423	COVERALLS STORM WATER T	05/06/2022	53.68	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1800423	SHIRTS FOR SOLID WASTE ME	05/06/2022	4.84	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					231.14	
<b>ANDREA DRAEGER</b>						
553411	ANDREA DRAEGER	51022	REIMBURSE CONF FEES, MILE	05/10/2022	83.75	01-55-20-24 TRAVEL
Total 553411:					83.75	
<b>APPLIED TECHNOLOGIES INC</b>						
1589	APPLIED TECHNOLOGIES INC	35855	PROJECT 6449-WQT PLAN - W	05/02/2022	2,197.00	02-85-00-20 OUTSIDE SERVICES EM
Total 1589:					2,197.00	
<b>AT&amp;T MOBILITY-FIRSTNET</b>						
552664	AT&T MOBILITY-FIRSTNET	05012022	PHONE-IT	04/23/2022	46.05	01-51-86-32 TELEPHONE
552664	AT&T MOBILITY-FIRSTNET	05012022	PHONE-MAYOR	04/23/2022	46.05	01-51-31-32 TELEPHONE
Total 552664:					92.10	
<b>BADGERLAND DISPOSAL</b>						
553299	BADGERLAND DISPOSAL	0002478006	TRASH DISPOSAL-AIRPORT	04/30/2022	82.00	01-54-53-18 SUPPLIES & EXPENSE
Total 553299:					82.00	
<b>BAKER TILLY US LLP</b>						
2051	BAKER TILLY US LLP	BT2072702	AUDIT SERVICES - WTR	04/29/2022	1,873.00	03-99-23-18 OUTSIDE SERVICES EXP
2051	BAKER TILLY US LLP	BT2072702	AUDIT SERVICES - WW	04/29/2022	1,605.00	02-84-00-10 ACCOUNTING & AUDIT
2051	BAKER TILLY US LLP	BT2072702	AUDIT SERVICES - STORM WAT	04/29/2022	1,872.00	16-58-16-28 AUDIT FEES

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 2051:					5,350.00	
2051	BAKER TILLY US LLP	BT2072787	ANNUAL AUDIT-APRIL SERVICE	04/29/2022	15,580.00	01-51-57-42 ACCOUNTING & AUDIT
Total 2051:					15,580.00	
<b>BIBIANA MEJIA</b>						
554100	BIBIANA MEJIA	51022	SECURITY DEPOSIT REFUND	05/10/2022	100.00	01-27-19-70 SR. CENTER SECURITY
Total 554100:					100.00	
<b>BUSS ELECTRICAL CONTRACTING LLC</b>						
2963	BUSS ELECTRICAL CONTRACTI	3995	W MAIN ST BRIDGE LIGHTING	05/06/2022	430.00	01-54-42-20 REPAIRS
Total 2963:					430.00	
<b>CARRICO AQUATIC RESOURCES INC</b>						
3129	CARRICO AQUATIC RESOURCE	20222049	HYDROSTATIC VALVE	04/26/2022	48.28	01-55-22-20 REPAIRS
Total 3129:					48.28	
3129	CARRICO AQUATIC RESOURCE	20222282	MERMADE LEAF CLAMP	04/26/2022	406.75	01-55-22-20 REPAIRS
Total 3129:					406.75	
<b>CENTURYLINK</b>						
3301	CENTURYLINK	292432129	PHONE SERVICE	05/01/2022	.65	01-51-71-32 TELEPHONE
Total 3301:					.65	
<b>CHARLES DAVIDS SONS INC</b>						
4125	CHARLES DAVIDS SONS INC	014606	PARK SIGNS	04/29/2022	6,210.00	07-58-11-15 PARK IMPROVEMENT-NEI
Total 4125:					6,210.00	
<b>CIVICPLUS LLC</b>						
554119	CIVICPLUS LLC	225907	MUNICODE PURCHASE AND A	04/30/2022	6,000.00	01-51-11-19 SOFTWARE ANNUAL SUB
Total 554119:					6,000.00	
<b>CONVERGENT SOLUTIONS INC</b>						
3762	CONVERGENT SOLUTIONS INC	53670	EMERGENCY DISPATCH-IT	04/27/2022	96.75	01-51-86-11 CONTRACTED IT SUPPO
Total 3762:					96.75	
3762	CONVERGENT SOLUTIONS INC	53693	SENIOR CENTER LABOR CHAR	04/30/2022	223.45	01-51-86-11 CONTRACTED IT SUPPO
Total 3762:					223.45	
<b>COREY OIL LTD</b>						
3786	COREY OIL LTD	252660	DIESEL EXHAUST FLUID FOR S	05/03/2022	223.28	01-54-11-40 GASOLINE
3786	COREY OIL LTD	252660	DIESEL EXHAUST FLUID SOLID	05/03/2022	223.28	17-58-17-40 FUEL
3786	COREY OIL LTD	252660	DIESEL EXHAUST FLUID STOR	05/03/2022	223.28	16-58-16-40 EQUIPMENT FUEL
Total 3786:					669.84	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>CORPORATE BUSINESS SYSTEMS</b>						
3793	CORPORATE BUSINESS SYSTE	31527499	COPIER LEASE FEE-HR	04/26/2022	100.80	01-51-60-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	31527499	COPIER LEASE FEE-IT	04/26/2022	14.40	01-51-86-18 IT SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	31527499	COPIER LEASE FEE-MAYOR	04/26/2022	14.40	01-51-31-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	31527499	COPIER LEASE FEE-SIDC	04/26/2022	14.40	60-51-05-18 SUPPLIES SIDC COORD
Total 3793:					144.00	
3793	CORPORATE BUSINESS SYSTE	31545695	COPIER LEASE FEE-CA	04/29/2022	142.40	01-51-61-18 SUPPLIES & EXPENSE
Total 3793:					142.40	
3794	CORPORATE BUSINESS SYSTE	318878	COPIER MAINT FEE-HR	05/02/2022	10.76	01-51-60-18 SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	318878	COPIER MAINT FEE-MAYOR	05/02/2022	31.49	01-51-31-18 SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	318878	COPIER MAINT FEE-IT	05/02/2022	.95	01-51-86-18 IT SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	318878	COPIER MAINT FEE-SIDC	05/02/2022	4.23	60-51-05-18 SUPPLIES SIDC COORD
Total 3794:					47.43	
<b>CORY SCHULTZ</b>						
554115	CORY SCHULTZ	050222	DROPCLOTH-FD	05/02/2022	19.99	01-51-11-18 SUPPLIES & EXPENSE
Total 554115:					19.99	
<b>CRANE ENGINEERING SALES INC</b>						
3875	CRANE ENGINEERING SALES I	416864-00	SLUDGE DEWATERING MOYNO	04/29/2022	18,974.45	02-83-10-42 PROCESSING EQUIPME
Total 3875:					18,974.45	
<b>DIGICORP INC</b>						
4468	DIGICORP INC	341464	MS OFFICE 365-IT APPS-ADMI	04/28/2022	1,102.25	01-51-86-44 SOFTWARE SUPPORT/S
Total 4468:					1,102.25	
4468	DIGICORP INC	341536	MS OFFICE 365 CITYHALL-IT	04/30/2022	5.46	01-51-86-44 SOFTWARE SUPPORT/S
Total 4468:					5.46	
4468	DIGICORP INC	341565	RACKMOUNT & KIT/CPU UPGR	04/30/2022	4,851.00	05-51-86-70 IT SYSTEMS
Total 4468:					4,851.00	
<b>ELECTION SYSTEMS &amp; SOFTWARE</b>						
5505	ELECTION SYSTEMS & SOFTW	CD2013394	2022 DODGE ELECTION EQUIP	12/06/2021	1,470.00	01-51-41-18 SUPPLIES & EXPENSE
Total 5505:					1,470.00	
<b>ENVIROTECH EQUIPMENT</b>						
5635	ENVIROTECH EQUIPMENT	21-0015377	GARBAGE TRUCK 2021	05/03/2022	282,117.00	17-58-17-60 CAPITAL OUTLAY
Total 5635:					282,117.00	
<b>ESO</b>						
554075	ESO	ESO-78268	CAD INTEGRATION-FD	04/25/2022	1,995.00	24-52-31-60 Fire Dept Capital Outlay
Total 554075:					1,995.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>FEILS CATERING</b>						
6093	FEILS CATERING	I220407	APRIL BDAY MEALS	04/07/2022	57.20	01-58-11-07 SR. CENTER FUNDRAISI
Total 6093:					57.20	
<b>FRAWLEY OIL COMPANY INC</b>						
6728	FRAWLEY OIL COMPANY INC	7754073	BULK OIL FOR STREET EQUIP	04/07/2022	104.00	01-54-11-40 GASOLINE
6728	FRAWLEY OIL COMPANY INC	7754073	BULK EQUIP OIL FOR STORM	04/07/2022	104.00	16-58-16-40 EQUIPMENT FUEL
6728	FRAWLEY OIL COMPANY INC	7754073	BULK EQUIP OIL FOR SOLID W	04/07/2022	104.00	17-58-17-40 FUEL
Total 6728:					312.00	
<b>GENERAL CODE</b>						
7208	GENERAL CODE	PG000028437	MUNICIPAL CODE CODIFICATIO	04/21/2022	5,994.32	01-51-11-26 CODIFICATION OF MUNI
Total 7208:					5,994.32	
<b>GEO-SYNTHETICS LLC</b>						
7245	GEO-SYNTHETICS LLC	IV-62096	SILT SOCKS, STRAW NET SUP	04/26/2022	3,746.00	16-58-16-46 EXCAVATE/REPAIR/INSTA
Total 7245:					3,746.00	
7245	GEO-SYNTHETICS LLC	IV-62208	STAPLES FOR STRAW NETS	05/05/2022	296.82	16-58-16-46 EXCAVATE/REPAIR/INSTA
Total 7245:					296.82	
7245	GEO-SYNTHETICS LLC	IV-62243	STAPLES FOR STRAW NETTIN	05/05/2022	38.00	16-58-16-46 EXCAVATE/REPAIR/INSTA
Total 7245:					38.00	
<b>GOLLON BAIT &amp; FISH FARM</b>						
554008	GOLLON BAIT & FISH FARM	40108	MINNOWS-DAPHNIA CNTRL - W	05/05/2022	300.00	02-82-00-18 SUPPLIES & EXPENSE
Total 554008:					300.00	
<b>HANES COMPANIES INC</b>						
553515	HANES COMPANIES INC	64-050375	40# BAGS OF MULCH PROFILE	04/29/2022	4,825.44	05-58-11-69 STREETS
Total 553515:					4,825.44	
<b>HEIAR FENCING LLC</b>						
8315	HEIAR FENCING LLC	355	MAIN ST BRIDGE TEMP FENCIN	05/06/2022	3,805.00	05-58-11-26 DOWNTOWN/MAIN ST IM
Total 8315:					3,805.00	
<b>HYDROCORP</b>						
8994	HYDROCORP	0066857-IN	CROSS CONNECTION PROGRA	04/30/2022	1,207.00	03-99-23-18 OUTSIDE SERVICES EXP
Total 8994:					1,207.00	
<b>INSIGHT FS</b>						
9415	INSIGHT FS	57030820	GREENYARD DELUX	04/26/2022	4,111.00	16-58-16-46 EXCAVATE/REPAIR/INSTA
9415	INSIGHT FS	57030820	GREENYARD DELUX	04/26/2022	4,146.00	01-55-41-41 FERTILIZERS & HERBICI
Total 9415:					8,257.00	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>J&amp;L TIRE INC</b>						
10009	J&L TIRE INC	354278	REPAIRS TO 99 FORD-AIRPORT	05/12/2022	2,999.04	01-54-53-20 REPAIRS
	Total 10009:				2,999.04	
<b>JADEN SCULLY</b>						
554014	JADEN SCULLY	051022	REIMBURSEMENT FOR APP MA	04/27/2022	45.67	01-52-31-42 APPARATUS MAINTENAN
	Total 554014:				45.67	
<b>JANI-KING OF MILWAUKEE</b>						
10100	JANI-KING OF MILWAUKEE	MIL05220178	CLEANING SERVICE AT AIRPOR	05/01/2022	642.75	01-54-53-18 SUPPLIES & EXPENSE
	Total 10100:				642.75	
<b>JEFFERSON CO CENTRAL DUPLICATING</b>						
554112	JEFFERSON CO CENTRAL DUP	JCCD0505	ELECTION DAY MANUALS-2022	05/05/2022	67.50	01-51-41-18 SUPPLIES & EXPENSE
	Total 554112:				67.50	
<b>JEFFERSON COUNTY CLERK</b>						
10225	JEFFERSON COUNTY CLERK	Renewal Fees	2022 ELECTIONWARE RENEWA	05/12/2022	1,341.00	01-51-41-18 SUPPLIES & EXPENSE
	Total 10225:				1,341.00	
<b>JOHNSONS NURSERY INC</b>						
10504	JOHNSONS NURSERY INC	MO-7101-1	URBAN FORESTRY GRANT	04/26/2022	6,370.00	01-56-11-19 UF GRANT EXP: TREES/
	Total 10504:				6,370.00	
10504	JOHNSONS NURSERY INC	MO-7128-1	HACKBERRY, IVORY SILK JAPA	04/26/2022	969.40	05-58-11-69 STREETS
	Total 10504:				969.40	
<b>JOSHUA CORNELL</b>						
554077	JOSHUA CORNELL	050222	CDL LISCENSE REIMBURSEME	05/02/2022	63.00	17-58-17-59 SAFETY EQUIPMENT
	Total 554077:				63.00	
<b>JX ENTERPRISES INC</b>						
1094	JX ENTERPRISES INC	13155505P	EQUIPMENT PARTS-SOLID WA	04/15/2022	38.87	17-58-17-20 REPAIRS
	Total 1094:				38.87	
<b>KATHERINE GATLIN</b>						
7141	KATHERINE GATLIN	51122	REC CONTRACT DANCE INSTR	05/11/2022	2,556.00	01-55-21-17 CONTRACTED SPORTS
	Total 7141:				2,556.00	
<b>KIMBALL MIDWEST</b>						
11383	KIMBALL MIDWEST	9742907	STOCK PARTS	03/24/2022	30.80	01-54-11-20 REPAIRS
	Total 11383:				30.80	
<b>KWIK TRIP EXTENDED NETWORK</b>						
11971	KWIK TRIP EXTENDED NETWO	NP62074158	PD - FUEL / CAR WASH	05/02/2022	69.41	01-52-11-40 FUEL

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 11971:					69.41	
<b>LANGE ENTERPRISES</b>						
12110	LANGE ENTERPRISES	79810	STORM WATER CREW SIGNAG	04/29/2022	999.48	16-58-16-41 SAFETY EQUIPMENT
Total 12110:					999.48	
12110	LANGE ENTERPRISES	79811	SIGN MATERIALS FOR STREET	04/29/2011	1,915.60	01-54-41-18 SUPPLIES & EXPENSE
Total 12110:					1,915.60	
<b>LEAVES INSPIRED TREE NURSERY</b>						
12281	LEAVES INSPIRED TREE NURS	794	MAPLE AND BLUE BEECH TRE	04/28/2022	295.89	05-58-11-69 STREETS
Total 12281:					295.89	
12281	LEAVES INSPIRED TREE NURS	795	URBAN FORESTRY GRANT	04/28/2022	2,645.80	01-56-11-19 UF GRANT EXP: TREES/
Total 12281:					2,645.80	
<b>MCKAY NURSERY COMPANY</b>						
13226	MCKAY NURSERY COMPANY	01-27-2220396	ASST TREES UF GRANT	04/26/2022	6,034.94	01-56-11-19 UF GRANT EXP: TREES/
Total 13226:					6,034.94	
13226	MCKAY NURSERY COMPANY	1	VARIOUS TREES FOR S. THIRD	04/26/2022	2,531.25	05-58-11-69 STREETS
Total 13226:					2,531.25	
<b>MENARDS INC</b>						
13384	MENARDS INC	31314	TRIBALL MOUNT	04/29/2022	59.97	01-55-41-20 REPAIRS
13384	MENARDS INC	31314	TRAILER WINCH	04/29/2022	42.97	01-55-41-42 EQUIPMENT REPAIRS
Total 13384:					102.94	
13384	MENARDS INC	31432	LANDSCAPE BLOCK	05/02/2022	103.18	01-55-41-20 REPAIRS
Total 13384:					103.18	
13384	MENARDS INC	31674	SUPPLIES-CORROSION CNTRL	05/06/2022	1,378.73	03-99-99-99 CAPITAL OUTLAY
Total 13384:					1,378.73	
<b>MICHELS CORPORATION</b>						
13415	MICHELS CORPORATION	427619	STONE/RIP RAP	04/23/2022	6,239.69	16-58-16-46 EXCAVATE/REPAIR/INSTA
Total 13415:					6,239.69	
<b>MIDDLETON FARMERS COOPERATIVE COMPANY</b>						
554035	MIDDLETON FARMERS COOPE	3359	FUEL AT STREET DEPT	04/27/2021	28,280.78	01-54-11-40 GASOLINE
Total 554035:					28,280.78	
<b>NATIONAL TESTING NETWORK INC</b>						
553097	NATIONAL TESTING NETWORK	10252	LEPIEN NEW HIRE TESTING-FD	04/30/2022	55.00	01-52-31-19 HIRING EXPENSES

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 553097:					55.00	
<b>OFFICE PRO</b>						
15275	OFFICE PRO	0456926-001	SHRED SERVICES	05/10/2022	45.00	01-52-11-18 OFFICE SUPPLIES & MIS
Total 15275:					45.00	
<b>PASSENGER TRANSIT INC</b>						
16165	PASSENGER TRANSIT INC	1138	CAB SERVICE-EXPENSE	05/10/2022	69,180.60	13-57-11-46 PURCHASED TRANSPOR
16165	PASSENGER TRANSIT INC	1138	CAB SERVICE-REVENUE	05/10/2022	29,841.25-	13-42-73-75 CAB REVENUE
Total 16165:					39,339.35	
<b>PIONEER RIM &amp; WHEEL</b>						
554045	PIONEER RIM & WHEEL	03CK5440	PARTS FOR MASON TRAILER	03/16/2022	1,030.30	16-58-16-22 MAINTENANCE
Total 554045:					1,030.30	
<b>R&amp;R INSURANCE SERVICES INC</b>						
18005	R&R INSURANCE SERVICES IN	2645069	INSURANCE COVERAGE-WOR	05/02/2022	26,968.00	01-51-94-46 WORKMAN'S COMPENS
Total 18005:					26,968.00	
18005	R&R INSURANCE SERVICES IN	2645070	INSURANCE COVERAGE-LIABIL	05/02/2022	17,204.00	01-51-94-40 PUBLIC LIABILITY
Total 18005:					17,204.00	
<b>RAILROAD MANAGEMENT CO LLC</b>						
18056	RAILROAD MANAGEMENT CO L	457932	PL-LICENSE FEES, PRESET-ST	04/25/2022	532.72	16-58-16-24 STORM WATER PERMIT
Total 18056:					532.72	
<b>REDFORD DATA SERVICES LLC</b>						
18371	REDFORD DATA SERVICES LLC	333	WIN-911 CELL PH SYSTEM INST	05/04/2022	376.51	02-85-00-20 OUTSIDE SERVICES EM
18371	REDFORD DATA SERVICES LLC	333	WTP DET TANK & WIN-911 CELL	05/04/2022	1,553.07	03-99-23-18 OUTSIDE SERVICES EXP
Total 18371:					1,929.58	
<b>RHYME BUSINESS PRODUCTS</b>						
4092	RHYME BUSINESS PRODUCTS	31554243	COPIER MAINT FEE-	05/02/2022	823.81	01-52-11-20 MAINTENANCE CONTRA
Total 4092:					823.81	
4092	RHYME BUSINESS PRODUCTS	31554244	COPIER MAINT FEE-	05/02/2022	326.06	01-54-10-26 MAINTENANCE CONTRA
Total 4092:					326.06	
<b>RNOW INC</b>						
552807	RNOW INC	2022-62588	GASKETS FOR COLL SYSTEM	04/25/2022	62.82	02-83-10-45 TV/CLEANING EQUIPME
Total 552807:					62.82	
<b>ROBERTS TOPSOIL LLC</b>						
18681	ROBERTS TOPSOIL LLC	51022	TOPSOIL	05/10/2022	216.00	01-55-41-20 REPAIRS

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 18681:					216.00	
<b>RODS DOORS</b>						
18698	RODS DOORS	10741	REPAIR OVERHEAD DOORS -E	05/01/2022	873.34	01-54-12-20 REPAIRS
18698	RODS DOORS	10741	REPAIR OVERHEAD DOORS -E	05/01/2022	873.33	16-58-16-19 MISC. STREET SUPPLIE
18698	RODS DOORS	10741	REPAIR OVERHEAD DOORS -E	05/01/2022	873.33	17-58-17-21 BUILDING REPAIRS
Total 18698:					2,620.00	
<b>RUEKERT MIELKE INC</b>						
18891	RUEKERT MIELKE INC	141050	PROJ 79-10000 TMDL COMPLIA	04/22/2022	537.50	16-58-16-47 OUTSIDE SERVICES EM
Total 18891:					537.50	
18891	RUEKERT MIELKE INC	141051	PROJ 79-10037 FLOOD CONTR	04/22/2022	16,892.50	16-58-16-60 CAPITAL OUTLAY
Total 18891:					16,892.50	
18891	RUEKERT MIELKE INC	141052	PROJ 79-10039 SUBDIVISION C	04/22/2022	738.35	01-54-10-47 OUTSIDE SERVICES EM
18891	RUEKERT MIELKE INC	141052	PROJ 79-10039 SUBDIVISION C	04/22/2022	738.35	16-58-16-47 OUTSIDE SERVICES EM
Total 18891:					1,476.70	
18891	RUEKERT MIELKE INC	141053	PROJ 79-10039 SUBDIVISION C	04/22/2022	668.25	16-58-16-47 OUTSIDE SERVICES EM
18891	RUEKERT MIELKE INC	141053	PROJ 79-10039 SUBDIVISION C	04/22/2022	668.25	01-54-10-47 OUTSIDE SERVICES EM
Total 18891:					1,336.50	
18891	RUEKERT MIELKE INC	141054	PROJ 79-92025 UNPS PLAN GR	04/22/2022	2,938.00	16-58-16-47 OUTSIDE SERVICES EM
Total 18891:					2,938.00	
<b>SILICA WATERTOWN</b>						
552714	SILICA WATERTOWN	V83257	ICEMAKER REPAIR-FD	04/22/2022	242.64	01-52-31-18 SUPPLIES & EXPENSE
Total 552714:					242.64	
552714	SILICA WATERTOWN	v83347	FRIDGE PART-FD	04/26/2022	54.00	01-52-31-18 SUPPLIES & EXPENSE
Total 552714:					54.00	
<b>SOMMERS OUTDOOR EQUIPMENT &amp; AUTO CARE</b>						
19695	SOMMERS OUTDOOR EQUIPM	3793313	REPAIR MOWER-AIRPORT	04/05/2022	739.34	01-54-53-20 REPAIRS
Total 19695:					739.34	
<b>STEALTH PEST CONTROL SOLUTIONS LLC</b>						
19797	STEALTH PEST CONTROL SOL	5609	PEST CONTROL	04/29/2022	90.00	01-54-12-18 SUPPLIES & EXPENSE
Total 19797:					90.00	
<b>TAMMY HARRISON</b>						
553962	TAMMY HARRISON	042922	MISC MILEAGE-HARRISON	04/29/2022	33.93	01-51-40-24 TRAVEL & TRAINING
Total 553962:					33.93	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>THE OBRION AGENCY LLC</b>						
15175	THE OBRION AGENCY LLC	83040	PD - OFFICE SUPPLIES	04/27/2022	460.00	01-52-11-18 OFFICE SUPPLIES & MIS
Total 15175:					460.00	
<b>TIFFIANY WALCOTT</b>						
553292	TIFFIANY WALCOTT	F4800C3B5L	WITNESS FEES	05/11/2022	6.00	01-51-61-42 WITNESS FEES
Total 553292:					6.00	
<b>TOP NOTCH AWARDS LLC</b>						
20630	TOP NOTCH AWARDS LLC	2022-104	ALDER PLAQUE-WAGNER-ALD	04/27/2022	29.16	01-51-11-18 SUPPLIES & EXPENSE
Total 20630:					29.16	
<b>TRI AIR TESTING INC</b>						
20791	TRI AIR TESTING INC	150821	EQUIPMENT TESTING-FD	04/26/2022	227.00	01-52-31-59 SAFETY EQUIPMENT TE
Total 20791:					227.00	
<b>TRUCK COUNTRY OF WISC</b>						
20844	TRUCK COUNTRY OF WISC	X201757126:0	EQUIP PARTS- VEHICLE #33	04/27/2022	46.36	01-54-11-20 REPAIRS
Total 20844:					46.36	
<b>UNITED ELECTRIC INC</b>						
21526	UNITED ELECTRIC INC	75241	REPAIR RUNWAY LIGHTS-AIRP	04/13/2022	450.00	01-54-53-38 NAVIGATIONAL AIDS
Total 21526:					450.00	
21526	UNITED ELECTRIC INC	75339	REPAIR RELAY SWITCH-AIRPO	04/20/2022	280.00	01-54-53-38 NAVIGATIONAL AIDS
Total 21526:					280.00	
21526	UNITED ELECTRIC INC	75431	TROUBLESHOOT PAPI LIGHTS	05/04/2022	250.00	01-54-53-38 NAVIGATIONAL AIDS
Total 21526:					250.00	
<b>UNIVERSAL RECYCLING TECHNOLOGIES LLC</b>						
21538	UNIVERSAL RECYCLING TECH	ARINV185987	TELEVISION AND ELECTRONIC	05/05/2022	606.79	17-58-17-41 OUTSIDE RECYCLING S
Total 21538:					606.79	
<b>US POSTAL SERVICE-WATERTOWN</b>						
21522	US POSTAL SERVICE-WATERT	SF050222	PRE-PAYMENT FOR MAILING W	05/03/2022	2,000.00	03-90-30-18 SUPPLIES-CUSTOMER R
Total 21522:					2,000.00	
<b>USIC LOCATING SERVICES LLC</b>						
553098	USIC LOCATING SERVICES LLC	506897	DIGGERS HOTLINE TICKET LO	04/30/2022	123.86	01-54-31-18 SUPPLIES & EXPENSE
553098	USIC LOCATING SERVICES LLC	506897	DIGGERS HOTLINE TICKET LO	04/30/2022	1,900.95	16-58-16-32 DIGGER'S LOCATE FEES
553098	USIC LOCATING SERVICES LLC	506897	DIGGERS HOTLINE TICKET LO	04/30/2022	1,900.95	02-85-00-20 OUTSIDE SERVICES EM
553098	USIC LOCATING SERVICES LLC	506897	DIGGERS HOTLINE TICKET LO	04/30/2022	1,900.95	03-99-23-18 OUTSIDE SERVICES EXP
Total 553098:					5,826.71	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>WATER WELL SOLUTIONS SERVICE</b>						
23121	WATER WELL SOLUTIONS SER	WI22-04-115	WELL 7 REPAIRS - WTR	04/26/2022	12,974.80	03-99-99-98 CAPITAL OUTLAY ITEMS
Total 23121:					12,974.80	
<b>WATERTOWN MEDICAL CENTER LLC</b>						
23400	WATERTOWN MEDICAL CENTE	042722	NEW HIRE DRUG TEST-LIBRAR	05/02/2022	40.00	11-58-12-18 SUPPLIES
Total 23400:					40.00	
23400	WATERTOWN MEDICAL CENTE	OHS02074	NEW HIRE DRUG TEST-FD	05/02/2022	40.00	01-52-31-19 HIRING EXPENSES
Total 23400:					40.00	
<b>WAUKESHA CTY TECHNICAL COLLEGE</b>						
23498	WAUKESHA CTY TECHNICAL C	S0768688	PD - TRAINING	04/26/2022	321.20	01-52-11-56 TRAINING
Total 23498:					321.20	
<b>WELDERS SUPPLY COMPANY</b>						
23581	WELDERS SUPPLY COMPANY	10284499	WELDING SUPPLIES	04/29/2022	37.75	01-54-11-20 REPAIRS
Total 23581:					37.75	
<b>WEPCO PRINTING INC</b>						
23585	WEPCO PRINTING INC	38430	LETTER/ENTRY FORM-4TH OF	04/25/2022	124.10	01-58-11-09 4TH OF JULY PARADE
Total 23585:					124.10	
<b>WI DEPT OF JUSTICE</b>						
23731	WI DEPT OF JUSTICE	G3488 202204	BACKGROUND CHECK LIBRAR	05/02/2022	7.00	11-58-12-18 SUPPLIES
23731	WI DEPT OF JUSTICE	G3488 202204	BACKGROUND CHECK REC	05/02/2022	7.00	01-55-21-18 SUPPLIES & EXPENSE
23731	WI DEPT OF JUSTICE	G3488 202204	BACKGROUND CHECK FIRE	05/02/2022	35.00	01-52-31-19 HIRING EXPENSES
23731	WI DEPT OF JUSTICE	G3488 202204	BACKGROUND CHECK ENGINE	05/02/2022	21.00	16-58-16-18 OFFICE SUPPLIES
23731	WI DEPT OF JUSTICE	G3488 202204	BACKGROUND CHECK ENGINE	05/02/2022	7.00	01-54-10-22 DUES, FEES & SUBS
Total 23731:					77.00	
<b>WI DEPT OF NATURAL RESOURCES</b>						
23763	WI DEPT OF NATURAL RESOUR	WU98146	2022 WATER USE FEES - WTR	04/29/2022	125.00	03-60-03-18 SUPPLIES - MISC. EXPE
Total 23763:					125.00	
<b>WI DEPT OF TRANSPORTATION</b>						
23795	WI DEPT OF TRANSPORTATION	395-00002553	BOOMER ST PROJECT-AIRPOR	04/01/2022	2,691.86	05-54-53-70 CAPITAL PROJECTS-AIR
Total 23795:					2,691.86	
23795	WI DEPT OF TRANSPORTATION	395-00002591	PROJ ID 39530500108 MAIN ST	05/02/2022	2,611.14	05-58-11-40 BRIDGES
Total 23795:					2,611.14	
23795	WI DEPT OF TRANSPORTATION	395-00002591	PROJ ID 39530500401 MAIN ST	05/02/2022	1,795.13	05-58-11-40 BRIDGES
Total 23795:					1,795.13	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>WISCONSIN AVIATION INC</b>						
23646	WISCONSIN AVIATION INC	RYV22-186688	AIRPORT FUEL	04/30/2022	168.45	01-54-53-28 FUEL
23646	WISCONSIN AVIATION INC	RYV22-186688	AIRPORT SUPPLIES	04/30/2022	29.34	01-54-53-18 SUPPLIES & EXPENSE
Total 23646:					197.79	
23646	WISCONSIN AVIATION INC	RYV22-186939	AIRPORT MANAGER FEES-MAY	04/30/2022	4,303.61	01-54-53-10 AIRPORT MANAGERS FE
Total 23646:					4,303.61	
23646	WISCONSIN AVIATION INC	RYV22-187055	AIRPORT DAILY LIGHT CHECKS	04/30/2022	306.00	01-54-53-38 NAVIGATIONAL AIDS
23646	WISCONSIN AVIATION INC	RYV22-187055	AIRPORT MOWING	04/30/2022	1,194.00	01-54-53-36 MOWING
23646	WISCONSIN AVIATION INC	RYV22-187055	AIRPORT SNOW REMOVAL	04/30/2022	288.00	01-54-53-39 SNOWPLOWING-AIRPOR
23646	WISCONSIN AVIATION INC	RYV22-187055	AIRPORT GENERAL LABOR	04/30/2022	420.00	01-54-53-18 SUPPLIES & EXPENSE
Total 23646:					2,208.00	
23646	WISCONSIN AVIATION INC	RYV22-187136	AIRPORT ELECTRIC	04/30/2022	83.26	01-54-53-30 ELECTRIC
Total 23646:					83.26	
<b>WOLF SIDING &amp; WINDOWS</b>						
23909	WOLF SIDING & WINDOWS	51022	ROOF REPLACEMENT BANDSH	05/10/2022	7,250.00	01-55-41-60 CAPITAL OUTLAY
Total 23909:					7,250.00	
<b>WOLFF PACK APPAREL &amp; PROMOTIONS</b>						
23904	WOLFF PACK APPAREL & PRO	2171	ALDER POLO-ALDER	04/26/2022	26.50	01-51-11-18 SUPPLIES & EXPENSE
Total 23904:					26.50	
<b>ZBM INC</b>						
26005	ZBM INC	28025	GENERAL SUPPLIES-AIRPORT	04/29/2022	55.62	01-54-53-18 SUPPLIES & EXPENSE
Total 26005:					55.62	
<b>ZUERN BUILDING PRODUCTS INC</b>						
26900	ZUERN BUILDING PRODUCTS I	380310	STREET - SIGN POST STOCK	04/20/2022	31.37	01-54-41-18 SUPPLIES & EXPENSE
Total 26900:					31.37	
26900	ZUERN BUILDING PRODUCTS I	383947	STREET - SIGN POST STOCK	05/06/2022	29.15	01-54-41-18 SUPPLIES & EXPENSE
Total 26900:					29.15	
Grand Totals:					606,462.77	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
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Report Criteria:

- Detail report.
  - Invoices with totals above \$0.00 included.
  - Only unpaid invoices included.
  - Invoice.Payment due date = 05/17/2022
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## PAYROLL SUMMARIES

For the Period of: 4/20/2022 5/3/2022

**UPDATE BEFORE SEND**

Department	Employees		Regular Hours	Overtime Hours	Overtime Costs this Pay Period	Y-T-D Overtime Costs	Overtime Budget	Total Payroll
	FT	PT						
Police	44	-	3,422.00	117.75	5,572.74	5,944.53	84,000.00	114,419.35
Police Dispatch <small>OT Costs include FLSA OT</small>	8	2	680.75	59.00	2,251.79	5,031.41	37,000.00	19,137.07
Fire	24	1	2,652.00	158.25	5,032.05	17,588.85	100,000.00	69,101.43
Municipal Court	1	1	100.00	-	-			2,948.88
Mayor	1	-	80.00	-	-			2,871.72
Admin Asst	-	1	40.00	-				770.40
Bldg. Inspection	3	3	271.75	-	-	-	1,000.00	7,178.16
Attorney	2	-	152.00	-	-	-		4,707.84
Finance	6		480.00		-			10,720.89
Watertown TV	2	1	175.00	-	-			4,291.50
IT	1		80.00		-			2,260.67
HR	1	-	80.00	-	-			2,016.30
SIDC	1	-	80.00	-	-			3,219.20
Engineering	4	1	390.00	-	-			8,086.25
Health	9	4	846.75	-	-	-	5,000.00	24,889.53
Library	8	17	1,066.75	-	-			21,851.70
Municipal Building	1	-	80.00	-	-	29.15	1,000.00	1,598.40
Senior Center	3	1	280.00	-	-	-	400.00	5,889.20
Solid Waste	7	-	560.00	5.00	158.93	415.52	2,500.00	23,705.80
Street	24	-	1,920.00	5.25	201.59	6,034.78	48,500.00	53,799.79
Park	8	-	640.00	4.00	150.60	935.31	18,000.00	15,410.60
Forestry	2	-	160.00	-				4,236.00
Park/Rec Admin	2	-	160.00	-	-			5,540.00
Recreation	-	4	49.50	-	-	-	500.00	596.81
Pools	-	12	68.75	-	-	-	1,000.00	749.45
Wastewater	10	-	800.00	-	-	1,499.60	18,000.00	23,278.11
Water Dept.	11	-	880.00	32.25	704.88	265.62	23,100.00	26,929.90
Crossing Guards	-	9	131.00	-	-			1,473.75
Police Auxiliary	-	1	-	-	-			-
Alderspersons (2nd PR)	-	-	-	-	-			-
<b>TOTALS</b>	<b>183 FT</b>	<b>58 PT</b>	<b>16,326.25</b>	<b>381.50</b>	<b>14,072.58</b>	<b>37,744.77</b>	<b>340,000.00</b>	<b>461,678.70</b>

# CITY OF WATERTOWN

## Cash & Investment Summary

04/30/22

Available Cash on Hand		
4/1/2022	\$	8,930,194.52
April Receipts	\$	<u>5,785,551.22</u>
Total Cash	\$	14,715,745.74
Disbursements		
Total Disbursements	\$	<u>(13,733,420.54)</u>
<b>TOTAL AVAILABLE CASH</b>	<b>\$</b>	<b>982,325.20</b>
Cash on Hand (in bank) 04/30/22	\$	2,525,174.59
Less Outstanding Checks	\$	<u>(1,542,849.39)</u>
<b>TOTAL AVAILABLE CASH</b>	<b>\$</b>	<b>982,325.20</b>

### **Total Invested Funds:**

Local Government Investment Pool	\$	29,351,827.17
Ehlers Investment Partners	\$	<u>17,245,382.08</u>
<b>TOTAL INVESTED FUNDS</b>	<b>\$</b>	<b>46,597,209.25</b>

### **Breakdown:**

General	\$	16,818,765.55
Capital Projects	\$	6,348,605.48
Library	\$	792,948.29
TID #4	\$	2,753,589.73
TID #5	\$	885,846.35
ARPA	\$	1,178,712.24
Developer Park Fees	\$	166,704.29
Riverfest	\$	69,455.68
Environmental Health	\$	545,346.32
Wastewater Utility	\$	7,004,732.61
Water Utility	\$	6,197,765.56
Storm Water Utility	\$	3,227,993.01
Solid Waste	\$	<u>606,744.14</u>
<b>TOTAL INVESTED FUNDS</b>	<b>\$</b>	<b>46,597,209.25</b>

### **Interest YTD (net of fees)**

Local Government Investment Pool	\$	17,584.61
Ehler's (does not include market depreciation/appreciation)	\$	<u>55,512.36</u>
<b>TOTAL INTEREST YTD (all funds)</b>	<b>\$</b>	<b>73,096.97</b>

**CREDIT CARD PURCHASES OVER \$10,000**

Date	Amount	Vendor	Description
4/11/2022	\$12,349.85	Jerry Hepp Excavating	March 2022 Excavator Service Labor: road cutting, stone placed, blacktop grindings placed
4/18/2022	\$13,206.00	DXE Medical Inc	8 AED's and 6 cabinets

**ORDINANCE TO  
FOR ATTACHMENT OF REAL ESTATE BY BOUNDARY ADJUSTMENT  
FROM THE TOWN OF EMMET TO THE CITY OF WATERTOWN,  
DODGE COUNTY, WISCONSIN**

**SPONSOR: MAYOR EMILY MCFARLAND, CHAIR  
FROM: PLAN COMMISSION WITH POSITIVE RECOMMENDATION**

**WHEREAS**, the City of Watertown and Town of Emmet adopted a Cooperative Plan consistent with § 66.0307, Wisconsin Statutes, and which was approved by the Wisconsin Department of Administration, which identifies areas within the Town of Emmet as expansion areas to attach to the City of Watertown; and,

**WHEREAS**, the proposed territory to be attached is located within the Highway 16 Residential Area under Section 3.02(d) of the Cooperative Plan, the parcel is furthermore located within the City Growth Area further defined in Section 3.01 of the Cooperative Plan; and,

**WHEREAS**, Rolf C. & Sandra J. Thornquist have filed a Petition for Attachment of Real Estate by Boundary Adjustment from the Town of Emmet to the City of Watertown, Dodge County, Wisconsin; and,

**WHEREAS**, a copy of said Petition has been reviewed and positively recommended by the Watertown Plan Commission on April 25, 2022 under Section 8.05(a); and,

**WHEREAS**, the City of Watertown Under Section 8.05(a) of the City of Watertown and Town of Emmet adopted a Cooperative Plan consistent with § 66.0307, Wisconsin Statutes, has given a minimum of ten (10) days advanced, written notice to the Town of Emmet Clerk; and,

**WHEREAS**, the Town of Emmet waives it's right to oppose attachment under Section 8.05(e) of the Cooperative Plan; and,

**WHEREAS**, the property owners have requested temporary zoning to wit, Single-Family Residential – 4 (SR-4) District.

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. That the following described real estate be, and the same is, hereby detached from the Town of Emmet, Dodge County, Wisconsin, and, for the attachment of same to the City of Watertown, Dodge County, Wisconsin, *to wit*:

*A part of Lots 3 and 4, in Block 14 of Schnasse & Bonner's Addition to Watertown lying in the South East ¼ of the South East ¼ of Section 28, Township 9 North, of Range 15 East, in the Town of Emmet, bounded and described as follows:*

*Commencing at the intersection of the South line of said Lot 4 with the East line of Prospect Street, thence North 4° 33' 10" West along the East line of said street, 173.15 feet; thence North 87° 20' East, 186.76 feet; thence South 4° 33' 10" West, 173.15 feet to a point in*

*the South line of said Lot 4; thence South 87° 20' West along the South line of said Lot 4 a distance of 187.02 feet to the place of beginning. (PIN: 016-0915-2844-012; 1523 Prospect Street)*

SECTION 2. Pursuant to Section 8.05(i) of the Cooperative Plan, the Right-of-Way abutting 1523 Prospect Street as described above, be located within the City Limits of the City of Watertown, lying to the West of 1523 Prospect Street and immediately adjacent to.

SECTION 3. That the above-described real estate shall be made part of the Fourth (4<sup>th</sup>) Ward of the Sixth (6<sup>th</sup>) Aldermanic District of the City of Watertown, Dodge County, Wisconsin.

SECTION 4. That a future, zoning classification on the parcel describe above shall be designated as Single-Family Residential – 4 (SR-4) District, under the City of Watertown Zoning Code.

SECTION 5. That the property address for the parcel be established as “1523 Prospect Street, Watertown, Wisconsin 53098.”

SECTION 6. That the City’s official map shall be so amended consistent with and pursuant to the alteration to corporate limits resulting by passage and adoption of this Ordinance.

SECTION 7. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 8. This ordinance shall take effect and be in force the day following its passage and publication.

DATE:	May 17, 2022		June 7, 2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 07, 2022

\_\_\_\_\_  
CITY CLERK

APPROVED June 07, 2022

\_\_\_\_\_  
MAYOR

**AN ORDINANCE  
TO AMEND CHAPTER 550: ZONING CODE, THROUGH THE CREATION OF THE  
ACCESSORY LAND USE – NONRESIDENTIAL ACCESSORY STRUCTURES**

**SPONSOR: MAYOR MCFARLAND, CHAIR  
FROM: PLAN COMMISSION WITH POSITIVE RECOMMENDATION**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS  
FOLLOWS:

**SECTION 1.** Create Section § 550-56CC language:

\* \* \*

CC. Nonresidential Accessory Structure. Structures primarily used to shelter business vehicles or to store maintenance equipment of the subject property

(1) Regulations

- (a) Three total nonresidential accessory structures shall be permitted by right.
  - (b) Nonresidential accessory structures greater than 1,250 square feet of gross floor area shall require a Conditional Use Permit.
  - (c) Shall not exceed the maximum building height of the Zoning District
  - (d) Setback shall not be less than the minimum accessory structure setback of the Zoning District.
- [1] Nonresidential Accessory Structures in the Central Business Zoning District may have a minimum setback of zero (0) feet.

\* \* \*

**SECTION 2.** Create Section § 550-29C(1)(l) – Neighborhood Office (NO) language:

\* \* \*

(l) Nonresidential Accessory Structure

\* \* \*

**SECTION 3.** Create Section § 550-30C(1)(l) – Planned Office & Institutional (PO) language:

\* \* \*

(l) Nonresidential Accessory Structure

\* \* \*

**SECTION 4.** Create Section § 550-31C(1)(k) – Neighborhood Business (NB) language:

\* \* \*

(k) Nonresidential Accessory Structure

\* \* \*

**SECTION 5.** Create Section § 550-32C(1)(l) – Planned Business (PB) language:

\* \* \*

(l) Nonresidential Accessory Structure \* \* \*

**SECTION 6.** Create Section § 550-33C(1)(m) – General Business (GB) language:

(m) Nonresidential Accessory Structure \* \* \*

**SECTION 7.** Create Section § 550-34C(1)(o) – Central Business (CB) language:

(o) Nonresidential Accessory Structure \* \* \*

**SECTION 8.** Create Section § 550-35C(1)(l) – Planned Industrial (PI) language:

(l) Nonresidential Accessory Structure \* \* \*

**SECTION 9.** Create Section § 550-36C(1)(m) – General Industrial (GI) language:

(m) Nonresidential Accessory Structure \* \* \*

**SECTION 10.** Create Section § 550-37C(1)(m) – Heavy Industrial (HI) language:

(m) Nonresidential Accessory Structure \* \* \*

**SECTION 11.** All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed

**SECTION 12.** This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 17, 2022		June 07, 2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 07, 2022

\_\_\_\_\_

CITY CLERK/TREASURER

APPROVED June 07, 2022

\_\_\_\_\_

MAYOR



**AN ORDINANCE  
TO AMEND CHAPTER 532, FLOODPLAIN AND SHORELAND-WETLAND ZONING,  
THROUGH THE REMOVAL & ADDITION OF LANGUAGE TO SECTION § 532-16A(1)**

**SPONSOR: MAYOR MCFARLAND, CHAIR  
FROM: PLAN COMMISSION WITH POSITIVE RECOMMENDATION**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS  
FOLLOWS:

**SECTION 1.** Amend Section § 532-16A(1) through removal and addition of  
language:

\* \* \*

- (1) *The community shall review all permit applications to determine whether proposed building sites will be reasonably safe from flooding.* ~~*If a proposed building site is in a flood-prone area, all new construction and substantial improvements shall be designed and anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads; be constructed with flood-resistant materials; and be constructed to minimize flood damages and to ensure that utility and mechanical equipment is designed and/or located so as to prevent water from entering or accumulating within the equipment during conditions of flooding.*~~ *and assure that all necessary permits have been received from those governmental agencies whose approval is required by federal or state law.*

*(a) If a proposed building site is in a flood-prone area, all new construction and substantial improvements shall:*

*[1] be designed and anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;*

*[2] be constructed with flood-resistant materials;*

*[3] be constructed by methods and practices that minimize flood damages; and*

*[4] mechanical and utility equipment must be elevated to or above the flood protection elevation.*

\* \* \*

**SECTION 2.** All ordinances or parts of ordinances inconsistent with the provisions  
of this ordinance are hereby repealed

**SECTION 3.** This ordinance shall take effect and be in force the day after its  
passage and publication.

DATE:	May 17, 2022		June 7, 2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 07, 2022

\_\_\_\_\_

CITY CLERK

APPROVED June 07, 2022

\_\_\_\_\_

MAYOR

**ORDINANCE TO  
AMEND SECTION 500-6 A. (4) PARKING LIMITATIONS OF THE CITY  
OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON FRED SMITH  
FROM: PUBLIC SAFETY AND WELFARE COMMITTEE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 500-6. “Two-hour parking, 9:00 a.m. to 5:00 p.m.; Friday, 9:00 a.m. to 9:00 p.m.”, is hereby repealed as follows;

<b>Name of Street</b>	<b>Side</b>	<b>Location</b>
<del>Third Street</del>	<del>West</del>	<del>From Hyland—River Drive south to Hart Street</del>

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

<i>DATE:</i>	<i>May 17, 2022</i>		<i>June 7, 2022</i>	
<i>READING:</i>	<i>1ST</i>		<i>2ND</i>	
	<i>YES</i>	<i>NO</i>	<i>YES</i>	<i>NO</i>
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
<i>TOTAL</i>				

ADOPTED June 7, 2022

\_\_\_\_\_  
CITY CLERK

APPROVED June 7, 2022

\_\_\_\_\_  
MAYOR

**ORDINANCE TO  
AMEND SECTION 500-6 B. (2), PARKING LIMITATIONS, OF THE CITY OF WATERTOWN  
GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON SMITH  
FROM: PUBLIC SAFETY & WELFARE COMMITTEE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 500-6(B)(2) "Parking Limitations, Parking reserved for vehicles of disabled" is hereby repealed as follows:

Name of Street	Side	Location	Number of Parking Spaces
<del>East Madison Street</del>	<del>South</del>	<del>Beginning at a point 83 feet east of the east curbline of North First Street to a point 25 feet further east</del>	<del>4</del>
<del>North First Street</del>	<del>East</del>	<del>Beginning at a point 25 feet south of the south curbline of East Madison Street to a point 26 feet further south</del>	<del>4</del>
<del>South Water Street</del>	<del>West</del>	<del>Beginning at a point 52 feet south of the south curbline of West Main Street to a point 24 feet southerly and from a point 101 feet south of the south curbline of West Main Street to a point 25 feet southerly</del>	<del>2</del>

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 17, 2022		June 7, 2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 7, 2022

\_\_\_\_\_  
CITY CLERK

APPROVED June 7, 2022

\_\_\_\_\_  
MAYOR

**ORDINANCE TO  
 REPEAL AND RECREATE A PORTION OF SECTION 500-8 A. HEAVY  
 TRAFFIC ROUTES OF THE CITY OF WATERTOWN GENERAL  
 ORDINANCES**

**SPONSOR: ALDERPERSON FRED SMITH, CHAIR  
 FROM: PUBLIC SAFETY & WELFARE COMMITTEE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS  
 FOLLOWS:

SECTION 1. Section 500-8 Heavy traffic routes (A) is hereby repealed and replaced to read as follows;

**NAME OF STREET**

South Third Street

**LOCATION**

From East Main Street to ~~Hart Street~~  
 Hyland Street

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

<i>DATE:</i>	<i>May 17, 2022</i>		<i>June 7, 2022</i>	
<i>READING:</i>	<i>1ST</i>		<i>2ND</i>	
	<i>YES</i>	<i>NO</i>	<i>YES</i>	<i>NO</i>
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
<i>TOTAL</i>				

ADOPTED June 7, 2022

\_\_\_\_\_  
 CITY CLERK

APPROVED June 7, 2022

\_\_\_\_\_  
 MAYOR

**ORDINANCE TO  
REPEAL A PORTION OF SECTION 500-9 A. PARKING PROHIBITED IN  
SPECIFIED PLACES OF THE CITY OF WATERTOWN GENERAL  
ORDINANCES**

**SPONSOR: ALDERPERSON FRED SMITH, CHAIR  
FROM: PUBLIC SAFETY & WELFARE COMMITTEE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 500-9 Parking prohibited in specified places (A) is hereby repealed as follows;

NAME OF STREET	SIDE	LOCATION
<del>South Third Street</del>	<del>East</del>	<del>From the south curbline of Hart Street to the north curbline of William Street</del>
<del>South Third Street</del>	<del>West</del>	<del>From the south curbline of Hart Street to 62 feet south</del>

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 17, 2022		June 7, 2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 7, 2022

\_\_\_\_\_  
CITY CLERK

APPROVED June 7, 2022

\_\_\_\_\_  
MAYOR

**ORDINANCE TO  
CREATE SECTION 500-6 A. (2), PARKING LIMITATIONS, OF THE  
CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON SMITH  
FROM: PUBLIC SAFETY & WELFARE COMMITTEE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 500-6(A)(2) "Parking Limitations, No parking in loading zones" is hereby amended to include the following:

Name of Street	Side	Location
East Madison Street	South	Beginning at a point 83 feet east of the east curbline of North First Street to a point 25 feet further east

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 17, 2022	June 7, 2022		
READING:	1ST	2ND		
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 7, 2022

\_\_\_\_\_  
CITY CLERK

APPROVED June 7, 2022

\_\_\_\_\_  
MAYOR

**RESOLUTION TO HONOR THE RETIREMENT OF  
FIRE CHIEF KRAIG BIEFELD**

**SPONSOR: MAYOR MCFARLAND  
FROM: POLICE AND FIRE COMMISSION**

**WHEREAS**, Kraig Biefeld has served as an employee in the Fire Department of the City of Watertown since April 7, 2000; and,

**WHEREAS**, Kraig Biefeld has dedicated 22 years of his professional and 5 years of his paid-on-call career to serving the citizens of the City of Watertown; and,

**WHEREAS**, Kraig Biefeld has dedicated paid on call career to serving the citizens of the City of Watertown; and,

**WHEREAS**, Kraig Biefeld has demonstrated integrity, knowledge, and professionalism in his work for the City of Watertown; and,

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN:**

That the Common Council of the City of Watertown extends sincere gratitude to Kraig Biefeld for his years of public service and wishes him many happy and rewarding years of retirement.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED May 17, 2022

\_\_\_\_\_  
CITY CLERK

APPROVED May 17, 2022

\_\_\_\_\_  
MAYOR



**RESOLUTION TO  
UPDATE EMPLOYEE HANDBOOK BATTALION CHIEF COMPENSATORY  
TIME LIMIT**

**SPONSOR: MAYOR MCFARLAND  
FROM: FINANCE COMMITTEE**

**WHEREAS**, the City of Watertown adopted an Employee Handbook in 2012 and has amended the Employee Handbook with the most recent amendment occurring on April 19, 2022 and,

**WHEREAS**, at the start of 2021 there was a change to the position titles in the fire department that changed the titles of some fire department officers to Battalion Chiefs which modified this position to a non-exempt status allowing Fire Department Battalion Chiefs to earn overtime and compensatory time; and,

**WHEREAS**, the Battalion Chief work a 56-hour work week and 2912 hours a year, with those hours it was suggested at that time that the Battalion Chiefs be able to accumulate a maximum balance of 120 hours of compensatory time; and,

**WHEREAS**, when there was a change to the handbook regarding the comp time language these hours were not included in the language; and,

**WHEREAS**, the City of Watertown wishes to amend the compensatory time language to allow fire department Battalion Chiefs to accumulate up to 120 hours of compensatory time.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF  
WATERTOWN, WISCONSIN THAT:**

Article IV Section E. "Overtime and Compensation Time" of the City of Watertown Employee Handbook be amended as follows:

It is the City's policy to provide a consistent system for distributing overtime in compliance with the overtime pay provisions of the Fair Labor Standards Act. It is the policy of the City, wherever possible, to avoid the necessity of overtime. No overtime shall be performed without the approval of the department head or his/her representative. Employees shall be required to work any overtime when requested by their department head or his/her representative. Department heads and other supervisory employees may also be required to work over forty (40) hours per week.

- Work Week: A week shall be considered to start on Wednesday and end on the following Tuesday.
- Computation: For the purpose of computing overtime for full-time employees, hours worked in excess of an employee's regularly scheduled workweek will be considered for overtime purposes.

- **Non-Exempt Employees**

All non-exempt employees of the City are to receive overtime compensation for all hours worked in excess of their regularly scheduled workweek. Compensation may be in the form of compensatory time off at the rate of one and one-half (1-½) hours for each hour of overtime worked or in the form of pay at the rate of one and one-half (1-½) times the employee's normal hourly rate. Holidays, vacations, compensatory time, and sick leave shall be included in the calculation of hours worked. The employee may elect to take compensatory time in lieu of monetary payment. Use of compensatory time off shall be at the discretion of and with the approval of the department head.

Compensatory time off may be accumulated to a maximum balance of eighty (80) hours during the calendar year. Compensatory time shall not be allowed to be carried over at year end. The compensatory

account balance cannot exceed the eighty (80) hours maximum balance but can be refilled up to eighty (80) hours at any point in the year. Unused compensatory time may be exchanged for the cash equivalent payable on the first pay date of December of each year. Any remaining compensatory time prior to the last pay date of the year will be paid out to the employee on the last payroll check of the year.

- **Exempt Employees**

Exempt employees are generally expected to work more than forty (40) hours as necessary beyond the regular workweek to assure that a complete and adequate job is done. Additionally, all exempt employees may alter their attendance during regular work hours. Such altered attendance will be at the discretion of the employee’s department head and will be granted if the needs of the department allow for such alteration. There shall be no compensatory time off or overtime payments for this category of employees.

- **Fire Department Battalion Chiefs and Police Sergeants**

Fire Department Battalion Chiefs who work a platoon schedule may trade duty hours or shifts on the same basis as represented employees covered by a collective bargaining agreement, with all such trades being subject to established Fire Department Policy. Battalion Chiefs may accumulate Compensatory time off up to a maximum balance of one hundred twenty (120) hours during the calendar year. Compensatory time shall not be allowed to be carried over at year end. The compensatory account balance cannot exceed the one hundred twenty (120) hours maximum balance but can be refilled up to one hundred twenty (120) hours at any point in the year. Unused compensatory time may be exchanged for the cash equivalent payable on the first pay date of December of each year. Any remaining compensatory time prior to the last pay date of the year will be paid out to the employee on the last payroll check of the year.

Police Sergeants working overtime will receive the same compensation as represented police employees.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		

ADOPTED May 17, 2022

\_\_\_\_\_

CITY CLERK

APPROVED May 17, 2022

\_\_\_\_\_

MAYOR



# Watertown Fire Department

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106 Jones Street, Watertown, WI 53094 • 920-261-3610 • 920-261-7527 fax  
www.watertownfiredept.com

## Finance Committee Meeting March 21, 2022

### Review and Take Action on Fire Department Compensatory Time Off Balance

At the start of 2021 there was a change to the positions of the fire department that changed the titles of some fire department officers to Battalion Chiefs. This position also changed from an exempt status to a non-exempt status allowing the Battalion Chiefs to be eligible to earn Overtime/Comp time. When the change took place, a limit was asked to be established as to how many hours they could accumulate for compensatory time. The Battalion Chief work a 56-hour work week and 2912 hours a year, with those hours it was suggested at that time that the Battalion Chiefs be able to accumulate a balance of 120 hours. When there was a change to the handbook regarding the comp time language these hours were not included in the language. We ask that the following language be added to the City of Watertown Handbook regarding comp time for the fire department Battalion Chiefs.

Compensatory time off may be accumulated to a maximum balance of eighty (80) hours (**Fire Department Battalion Chiefs one hundred twenty (120) hours**) during the calendar year. Compensatory time shall not be allowed to be carried over at year end. The compensatory account balance cannot exceed the eighty (80) hours (**Fire Department Battalion Chiefs one hundred twenty (120) hours**) maximum balance but can be refilled up to eighty (80) hours (**Fire Department Battalion Chiefs one hundred twenty (120) hours**) at any point in the year. Unused compensatory time may be exchanged for the cash equivalent payable on the first pay date of December of each year. Any remaining compensatory time prior to the last pay date of the year will be paid out to the employee on the last payroll check of the year.

Thank you,

Kraig Biefeld  
Fire Chief  
Watertown Fire Department

**RESOLUTION TO  
ACCEPT BID FOR PUBLICATION OF COUNCIL PROCEEDINGS AND CITY  
ADVERTISING AND DESIGNATE OFFICIAL CITY NEWSPAPER**

**SPONSOR: MAYOR MCFARLAND  
FROM: FINANCE COMMITTEE**

**WHEREAS**, a publication was placed in the Watertown Daily Times on April 12, 2022, for the publication of the Council Proceedings and City advertising; and,

**WHEREAS**, the only bid submitted was from Watertown Daily Times, Watertown, WI, as follows:

1 Col. Line - \$0.567 first insertion, \$0.4479 second/third insertion  
 2 Col. Line - \$1.179 first insertion, \$0.9314 second/third insertion  
 3 Col. Line - \$1.7913 first insertion, \$1.4151 second/third insertion  
 4 Col. Line - \$2.4033 first insertion, \$1.8986 second/third insertion  
 5 Col. Line - \$3.0156 first insertion, \$2.3823 second/third insertion  
 6 Col. Line - \$3.6276 first insertion, \$2.8658 second/third insertion  
 (Lines run as Arial Bold – 6.5 font)

2-6 Col. Box notice will be charged at a flat \$15.00 per column inch

Sample ballots are charged based on lines and overall size.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Watertown that the bid of the Watertown Daily Times, Watertown, WI is hereby accepted and that the Watertown Daily Times is hereby designated the official City newspaper as provided in Section 985.06(1) of the Wisconsin Statutes until the third Tuesday of May 2023.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED May 17, 2022

\_\_\_\_\_  
CITY CLERK

APPROVED May 17, 2022

\_\_\_\_\_  
MAYOR

**RESOLUTION TO  
AMEND THE 2022 PAYROLL RESOLUTION  
BY ADDING LEGAL ASSISTANT**

**SPONSOR: MAYOR MCFARLAND  
FROM: FINANCE COMMITTEE**

**WHEREAS**, the City Attorney’s Office is in need of additional staff; and,

**WHEREAS**, the job description for a Legal Assistant has been submitted to Carlson Dettman for review; and,

**WHEREAS**, Carlson Dettman has recommended classifying the Legal Assistant for the City Attorney’s Office be assigned to Grade F; and,

**WHEREAS**, the adding of a position for the City Attorney’s office was considered in the 2022 budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN:**

That the 2022 Payroll Resolution be amended to add the position of Legal Assistant within the City Attorney’s Office and assign the position to Grade F.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED May 17, 2022

\_\_\_\_\_  
CITY CLERK

APPROVED May 17, 2022

\_\_\_\_\_  
MAYOR

**RESOLUTION TO  
APPROVE MIRON CONSTRUCTION CO CONTRACT CHANGE  
ORDERS FOR LIBRARY EXPANSION AND RENOVATION PROJECT**

**SPONSOR: MAYOR MCFARLAND  
FROM: FINANCE COMMITTEE**

**WHEREAS**, the original amount of the Miron Construction Co. of Neenah, WI contract for Library Expansion and Renovation project was approved (July 21, 2020 Exhibit #9056) for a total amount of \$6,632,696.00; and,

**WHEREAS**, modifications have taken place in the project resulting in change orders approved by the architect, contractor, and Library Board; and,

**WHEREAS**, Change Order (CO)#1 (11/16/20) for an increase of \$6,151.67, CO#2 (12/8/20) for an increase of \$59,615.35, CO#3 (9/24/21) for an increase of \$3,874.32, CO#4 (9/24/21) for an increase of \$2,014.95, CO#5 (12/2/21) for an increase of \$45,214.88, CO#6 (12/2/21) for an increase of \$24,908.41, CO#7 (12/21/21) for an increase of \$9,472.47, CO#8 (2/21/22) for an increase of \$8,238.23, CO#9 (2/21/22) for an increase of \$46,559.15, and CO#10 (3/18/22) for an increase of \$5,378.90 totals \$211,428.33.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN:**

That the original contract price of \$6,632,696.00 and net change by change orders of \$211,428.33 be a revised contract sum to date of \$6,844,124.33. Funding of \$4,200,000 has been paid from Library Capital Projects [05-55-11-70]. All remaining costs will be incurred from the Library Trust Fund Capital Outlay [20-58-12-60].

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED May 17, 2022

\_\_\_\_\_

CITY CLERK

APPROVED May 17, 2022

\_\_\_\_\_

MAYOR

**RESOLUTION FOR  
2022 SIDEWALK REPAIR AREA**

**SPONSOR: ALDERPERSON WETZEL, CHAIRPERSON  
FROM: PUBLIC WORKS COMMISSION**

**BE IT RESOLVED**, by the Common Council of the City of Watertown that the City Engineer, through the designated Sidewalk Inspector, be and is hereby authorized to cause to be repaired or replaced any defective or unsafe sidewalk within the City, commencing with and directly abutting the described areas and properties in 2022 in accordance with State Statute 66.0907(3), and by herein described by the attached exhibit:

- Both sides of O’Connell Street – N. Water Street to N. Church Street
- Both sides of W. Cady Street – N. Water Street to N. Church Street
- Both sides of Rock Street – N. Water Street to N. Church Street
- Both sides of Green Street – N. Water Street to N. Church Street
- Both sides of Elm Street – N. Water Street to N. Church Street
- West side of N. Water Street – O’Connell Street to Elm Street
- Both sides of N. Washington Street – W. Main Street to Elm Street

**NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN:**

That said Sidewalk Inspector shall notify the property owners in writing, with defective or unsafe sidewalk to repair or replace the sidewalk, in compliance with the requirements of the City policy governing such construction. Property owner is given fourteen (14) days from the date of the notice to notify city of how repairs will be completed, and that if not so repaired or replaced within twenty (20) days, as set in the written notice, the City of Watertown shall cause such sidewalk to be repaired or replaced and charge the cost thereof to the abutting property owner, and such cost, unless previously paid, shall be collected as a special charge against the abutting property. Said money is to be charged to the 2022 Sidewalk Capital Account Number 05-58-11-73.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED May 17, 2022

\_\_\_\_\_  
CITY CLERK

APPROVED May 17, 2022

\_\_\_\_\_  
MAYOR