



COMMON COUNCIL MEETING - AMENDED AGENDA

TUESDAY, SEPTEMBER 20, 2022 AT 7:00 PM

MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094

*For the public: 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's YouTube page: <https://www.youtube.com/c/WatertownTV>

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. MINUTES OF COUNCIL MEETING HELD

[A.](#) Minutes from September 6, 2022

5. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Members of the public who wish to address the Council must register their request in writing before the meeting begins. Each individual who requests to address the Council will be permitted up to three minutes for their comments.

6. PUBLIC HEARING

[A.](#) Vacate a portion of Hyland Street

7. REPORTS

[A.](#) Housing Authority meeting minutes from July 21, 2022

[B.](#) Police and Fire Commission meeting minutes from August 8, 2022

[C.](#) Board of Health minutes from August 17, 2022

[D.](#) Public Works Commission meeting minutes from September 13, 2022

8. COMMUNICATION & RECOMMENDATIONS

[A.](#) September Employee Recognitions

[B.](#) Discussion on assessment process

[C.](#) Watertown Monthly Reports for July and August

[D.](#) Town Square Update

[E.](#) Cady Street Bridge 2023 Rehabilitation Project update and public information meeting

9. NEW BUSINESS

[A.](#) Committee Appointments

10. ACCOUNTS PAYABLE

[A.](#) Accounts Payable

11. MISCELLANEOUS BUSINESS

[A.](#) Cash and Investments - August 31, 2022

12. LICENSES

- A. Application for operator's licenses from Kiesha Demetropoulos, Andres Contreras Lopez, and Miguel Guadalalajara Jr.

13. ORDINANCES

- A. Ord. 22-66 - The Plan Commission is recommending to rezone 1611 East Main Street from Single-Family Residential (SR-4) Zoning District to Planned Office and Institutional (PO) Zoning District. 1611 East Main Street was erroneously zoned to the Single-Family Residential Zoning District during the June 17, 2003 adoption of the City of Watertown's Zoning Code. (Sponsor: Mayor McFarland From: Plan Commission, 2nd Reading)
- B. Ord. 22-67 - Amend Chapter 550: Zoning Code, through the removal and addition of language to section § 550-521(1)(a), Outdoor Commercial Entertainment Setback (Sponsor: Mayor McFarland From: Plan Commission, 2nd Reading)
- C. Ord. #22-68- Ordinance to amend Section 500-9 A. Parking Prohibited in Specified Places - Dayton Street from Clement Street to W. Main Street (Sponsor: Chairperson Fred Smith From: Public Safety & Welfare Committee, 1st reading)
- D. Ord. 22-69 - Ordinance to repeal a portion of Section 500-8(A), Heavy Traffic Routes - S. Water Street from W. Main Street to W. Milwaukee Street (Sponsor: Chairperson Fred Smith From: Public Safety & Welfare Committee, 1st reading)

14. RESOLUTIONS

- A. Exh. #9415 - Resolution to award engineering design to Robert E. Lee and Associates for \$14,900 (Sponsor: Ald. Wetzel From: Public Works Commission)
- B. Exh. #9423 Proposed adjustment to the City of Watertown Employee Handbook for vacation leave for part time tiers (Sponsor: Mayor McFarland From: Finance Committee)
- C. Exh. #9424 - Resolution to update the City of Watertown Employee Handbook for final pay and awarding of vacation. (Sponsor: Mayor McFarland from: Finance Committee)
- D. Exh. #9425 - Resolution to Vacate Right-of-Way on Hyland Street, Between the Rock River and Intersection with South Second Street, City of Watertown, County of Jefferson, Wisconsin (Sponsor: Mayor McFarland From: Plan Commission)
- E. Exh. #9426 - Resolution to Adjust 2022 Payroll Resolution (Sponsor: Mayor McFarland From: Finance Committee)
- F. Exh. #9427 - Resolution authorizing the City of Watertown to apply for the Wisconsin Department of 2023 Natural Resources Urban Forestry Grant (Sponsor: Mayor McFarland From: Finance Committee)

15. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Each individual who requests to address the Council will be permitted up to three minutes for their comments and must fill out the sign in sheet provided.

16. ADJOURNMENT

Persons requiring other reasonable accommodations of the above meeting may contact the office of the City Clerk by email 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
September 6, 2022**

Section 4, Item A.

Mayor McFarland called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, September 6, 2022. This meeting was open for attendance in the council chambers as well as virtually.

ROLL CALL

Roll call indicated the following Alderpersons present: Ald. Davis, Lampe, Ruetten, Bartz, Licht, Smith, Schmid, Wetzel and virtually attending Ald. Romlein. City staff present were City Attorney Steven T. Chesebro, Deputy Fire Chief Rauterberg, Police Chief Robert Kaminski, Finance Director Mark Stevens, Zoning Administrator Jacob Maas, Fire Chief Travis Teesh, and City Clerk Megan Dunneisen. Virtually attending was Strategic Development/RDA, Alex Allon, and Cable TV Lisa Famularo.

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, August 16, 2022. There being none, minutes were accepted as presented.

COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT

None.

PUBLIC HEARING

None.

COMMITTEE REPORTS

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

The following reports were received and filed: Main Street Board minutes from June 21, 2022, Joint Review Board minutes from June 24, 2022, Main Street Board minutes from July 19, 2022, Main Street Board minutes from August 16, 2022, Plan Commission minutes from August 22, 2022, Site Plan Review Minutes from August 22, 2022

COMMUNICATIONS & RECOMMENDATIONS

Mayor McFarland gave employee recognition to Jeff Doyle from the Parks Department for 20-years of service, Kyle Esmeier with the Fire Department for 20-years of service, Carol Quest with the Health Department for 20-years of service, and Max Alexander from Cable TV for five-years of service. Alex Allon gave an update on the Town Square project and Melissa Lampe gave an update on Watertown's Main Street Program and Historical Society.

ACCOUNTS PAYABLE

(Complete listing of accounts payable is open for public inspection the Finance Department.)

Certified accounts were presented. Ald. Romlein moved to pay all certified accounts, seconded by Ald. Weztel and carried by roll call vote: Yes-8; No-0; Abstain-1 (Ruetten).

REPORTS & MISCELLANEOUS BUSINESS

Payroll Summary - 7/27/2022 to 8/09/2022, July 2022 Credit Card purchases exceeding \$10,000 were entered into record.

LICENSES:

Ald. Lampe moved to approve the Application for a Temporary "Class B" License from Watertown Area Chamber of Commerce for the 6th Annual Downtown Watertown Wine Walk located at Rock Chimney & Fireplace, 216 S. Third Street on September 8, 2022, from 4:30pm - 8pm, second by Ald. Ruetten and carried by unanimous voice vote.

ORDINANCES

Ord. # 22-65 to adopt the planned unit development – general development plan under section 550-152 for 1018 East Main Street (PIN: 291-0815-0411-201) *Sponsor: Mayor McFarland From: Plan Commission with positive recommendation* on 1st reading. Ald. Bartz moved for adoption of ordinance 22-65 on its 1st reading, seconded by Ald. Smith. Ald. Smith moved to suspend the rules to combine the 1st and 2nd reading of ordinance 22-65 to allow the planned development to proceed this year, seconded by Ald. Ruetten and carried by roll call vote: Yes-9; No-0; Abstain-0. Ald. Smith moved for adoption of ordinance 22-65 on the 2nd reading, seconded by Ald. Ruetten and carried by roll call vote: Yes-9; No-0; Abstain-0.

Ord. # 22-66 to amend Chapter 550, official zoning map of the City of Watertown. *Sponsor: Mayor McFarland From: Plan Commission* 1st reading. Ald. Ruetten moved for adoption of ordinance 22-66 on its 1st reading, seconded by Ald. Bartz and carried by a roll call vote: Yes-9; No-0; Abstain-0.

Ord. # 22-67 to amend Chapter 550: Zoning Code, through the removal & addition of language of Section § 550-521(1)(a), Outdoor Commercial Entertainment Setback. *Sponsor: Mayor McFarland From: Plan Commission* on 1st reading. Ald. Smith moved for adoption of ordinance 22-67 on its 1st reading, seconded by Ald. Wetzel and carried by roll call vote: Yes-9; No-0; Abstain-0.

RESOLUTIONS

Resolutions below are listed in order of the agenda but may not be the order by which they were taken up at the Council meeting.
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. Schmid moved to adjourn, seconded by Ald. Wetzel, and carried by unanimous voice vote at 7:36 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. Video recording available at Watertown TV's YouTube page: <https://www.youtube.com/c/WatertownTV>

NOTICE

Pursuant of Section § 66.1003 of the Wisconsin State Statutes, on Tuesday, September 20, 2022 at 7:00 p.m., or shortly thereafter, in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin, the Common Council will consider a petition to vacate a portion of Hyland Street as follows:

Being a part of Hyland Street as platted by Cole Bailey & Co's Second Addition to Watertown.

Also being a part of the northeast $\frac{1}{4}$ of the southwest $\frac{1}{4}$ of Section 4, all lying in Township 8 North, Range 15 East, in the City of Watertown, County of Jefferson, State of Wisconsin. Said lands are bounded and described as follows:

Beginning at the found aluminum monument at the Southeast corner of the Southeast $\frac{1}{4}$ of said Section 4; thence North $84^{\circ}25'00''$ West, 2654.47 feet along the South line of said Southeast $\frac{1}{4}$ of said Section 4 to a found aluminum monument at the Southwest corner of the Southeast $\frac{1}{4}$ of said Section 4; thence North $01^{\circ}35'22''$ West, 1360.02 feet to a point; thence South $88^{\circ}24'38''$ West, 476.54 feet to the point of beginning of the lands hereinafter described; thence North $81^{\circ}08'36''$ West, 227.39 feet along the south right-of-way line of Hyland Street and the north line of Lot 1 of CSM 3610 to a found 1" iron pipe at the northwest corner of Lot 1 of CSM 3610; thence along the meander line North $05^{\circ}08'17''$ West, 68.02 feet to a point on the north line of Hyland Street; thence South $81^{\circ}08'36''$ East, 244.49 feet along said north right-of-way line to the southeast corner of Lot 6 of Block 3 of Cole, Bailey and Co's Second Addition to Watertown, thence South $09^{\circ}25'18''$ West, 66.00 feet to the place of beginning; Said described lands containing 15,572 s.f. (0.3575 Acres), of land to the meander line. Also including lands lying between the previously described meander line and the ordinary high water mark (OHWM) of the Rock River. Gross area of described lands containing 18,600 s.f. (0.4270 Acres), more or less of land to the (OHWM) of the Rock River.

A written objection to the proposed street vacation must be submitted to City Clerk Megan Dunneisen, 106 Jones Street, Watertown, WI 53094.

CITY OF WATERTOWN

Jacob A. Maas, CFM
Zoning & Floodplain Administrator

JM/nmz

PUBLISH: August 30, 2022,
September 6, 2022
and
September 13, 2022

(BLOCK AD)

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, July 21, 2022.

- Call to Order**

The Chairman, J. Braugher called the meeting to order at 3:30 p.m.

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

Absent: T. Pasch

- Agenda Review**

The Commissioners approved the agenda as presented.

- Tenant/Citizen Comments**

None

- Approval of Minutes**

A motion to accept the minutes of the regular meeting held on Thursday, May 19, 2022, was made by J. Bear and seconded by M. Malmstrom. The motion carried.

- Approval of Monthly Expenditures and Financial Report**

A motion to accept the payment of bills which included checks (#22631-22664) and ACH debit transactions from 5/14/2022-7/16/2022 totaling \$63,249.59 was made by J. Bear and seconded by M. Malmstrom. The motion carried. May and June 2022 financials were discussed and will be placed on record, subject to audit.

- Resolution #22-01 Anticipated Operating Budget FYE 9/2023**

T. Kasten presented to the board WHA's Anticipated Operating Budget FYE 9/2023. After a discussion, a motion to accept the Anticipated Operating Budget FYE 9/2023 with discussed changes and a 3% salary increase for employees was made by R. Stocks and seconded by J. Bear and on a roll call was adopted with the following vote:

	AYES	NAYS	ABSENT
Bear	X		
Braugher	X		
Malmstrom	X		
Pasch			X
Stocks	X		

The motion carried.

- Executive Director's Report**

Public Housing Overview

- T. Kasten informed the commissioners of the many vacancy notices that have been received since we last met. Many phone calls from people and agencies interested in how public housing works and how to get on the waiting list.
- June 28th maintenance and I completed the annual inspections at the family site units. Out of 23 units, 18 units had numerous deficiencies that should have been called in prior to this inspection.
- T. Kasten reported that our HUD inspection is scheduled for August 29, 2022.
- WAHA/District 1 annual conference will be in Delavan at Lake Lawn Resort September 13-16. Registration is out and we are finalizing the training schedule.
- T. Kasten reported that no word has been received regarding the vacant commissioner position.

Occupancy Update

- **Johnson Arms** – T. Kasten reported that currently there are 2 vacant units.
 - Two vacancies were created on May 31st – one unit will be rented August 1st and the other needs a full paint, new flooring among other replacements. Waiting for flooring to be shipped.
 - Two vacancy notices were received for June 30th. Both units were rented on July 15th.
 - One vacancy notice was received for July 31st.
 - Two 30-day notice terminating tenancy were served.
- Average rent is \$352, and we have 5 tenants paying the flat rent of \$550.
- **Family Sites** – T. Kasten reported one vacancy notice has been receive effective July 31st. This is for a 2-bedroom unit.
- The average rent for our family units is:
 - 2-bdrm is \$546 with 4 tenants at the flat rent of \$650
 - 3-bdrm is \$541 with 2 at the flat rent of \$916
 - 4-bdrm is \$742 with 1 at the flat rent of \$962
 - 5-bdrm is at the flat rent of \$1108
- Two tenants have received help to get them caught up on rent and water utility.
- A 5-day breach of lease was served for non-payment.

Maintenance/Systems Overview

- It continues to be a struggle to schedule services with contractors and to receive supplies in a timely manner.
- 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 57 non-emergency work orders competed since we last met. Eighteen being the result of the inspections.
- After Hour Calls: 20+ – 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, September 22, 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 J. Bear and seconded by M. Malmstrom. The motion carried and the meeting was adjourned at 4:30 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.)

Police and Fire Commission

Regular Meeting Minutes

August 8, 2022 4:00 PM

Present: Jim Schildbach, Kelly Kwapil, Cassandra Wagner, Brad Kuenzi, Nikki Salas

Also Present: Police Chief Robert Kaminski, Fire Chief Travis Teesch, Assistant Chief Ben Olson

Meeting was called to order at 4:00 PM

The Minutes of the meeting on July 11 were reviewed. **Mr. Schieldbach moved to approve the minutes of the meetings as printed, second by Ms. Salas, motion carried all aye**

Election of Commission Officers: There was discussion on the officer positions. **Ms. Wagner moved to elect Officers to the same positions they are currently serving, second by Ms. Salas, motion carried all aye**

Brad Kuenzi Commission Chair

Jim Schildbach Vice Chair

Kelly Kwapil Secretary

Police

Chief Kaminski gave a staff update. Probationary Officers are progressing as expected. Additional training is given as necessary. An update was given on the new hires that were approved last month. There was a review of the remaining eligibility list. Due to a retirement Captain and Sergeant promotions are pending, they will likely be held later in the year to work around summer schedules and pending time off.

Assistant Chief Olson gave the monthly department update. Extra time was given to discuss the Pride in the Park event, and the upcoming Citizens Police Academy.

Fire

Chief Travis Teesch discussed the one open position and that a hiring process will be started soon.

At 4:30 **Ms. Wagner made a motion to move to closed session to discuss personal matters. This was 2nd by Mr. Schieldbach (19.85)1 (c) motion carried. Also, to include Lisa Schwartz carried on roll call vote, all aye.**

Commission moved back into open session at 5:00 PM

Motion to adjourn was made at 5:05 by Ms. Wagner, second by Mr. Schieldbach, motion carried.

Next Regular meeting is scheduled for September 12

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

Submitted by,

Kelly Kwapil, Secretary



**Watertown Board of Health
Meeting Minutes
Watertown Dept of Public Health
515 S First Street/ Go To Meeting/phone
August 17, 2022– 4:00 PM**

Members Present: Dr. Donene Rowe, Carol Quest, Andrea Turke, Ald. Fred Smith
Others in attendance via Go to Meeting: Ald. Johnathan Lampe, Patricia Gedemer
Others in attendance: Kim Hiller

1. Call to Order

Dr. Rowe called the meeting to order.

2. Citizens to be heard.

None

3. Review & take action – Minutes dated May 19, 2022

Reviewed minutes dated May 19, 2022.

Motion was made by Rowe seconded by Turke to approve the May 19, 2022 minutes.

Motion carried by unanimous voice vote.

4. Review & take action – Financial Reports Preliminary June 2022

Reviewed preliminary financial report for June 2022.

Budgets update - the Environmental Vehicle Maintenance account is over budget due to vehicle repairs that were needed.

Motion was made by Smith and seconded by Gedemer to approve the preliminary financial report for June 2022.

Motion carried by unanimous voice vote.

5. Review and Discuss 2023 Budget

Carol reviewed each of the four COVID funding streams from 2020-2024. Funding timelines and workplans often change throughout the course of the grant

ELC-Enhanced – Contract 10/01/2021 to 10/31/2022 - \$533,000. The scope of work, dollar amount and timeline has changed several times. The scope of work is to support COVID contact tracing and epidemiological work. This funding stream supports the LTE (limited term employees) staff. Two LTE employees continue to work for the department.

This funding had a sunset date of October 31, 2022, but a recent email stated that an extension into 2023 could be requested if all of the funding was not spent out by October 2022.

Public Health Workforce – Contract 7/1/2021 to 6/30/2023 - \$73,100. This funding scope of work is to establish, expand, train, and sustain the LPHA public health workforce to support jurisdictional COVID-19 prevention, preparedness, response, and recovery initiatives.

COVID Immunization – Contract 7/1/2021 to 6/30/2024 - \$55,000. This funding scope of work is to support staff time and supplies for COVID vaccination.

Public Health ARPA – Contract 3/1/2021 to 12/31/2024 - \$389,000. This scope of work is to provide resources to meet and address emergent public health needs, including measures to counter the spread of COVID-19, provision of care to those impacted by the virus, and programs or services that address disparities in public health that have been exacerbated by the pandemic.

This includes funding to support for:

- Public Health Staff
- Improving the Design and Execution of Public Health Programs
- Addressing Disparities in Public Health Outcomes
- Investments in Infrastructure

Work has begun on the 2023 budget with the following priorities include:

- a. Integrating an electronic medical record. This was paid for with City ARPA money as well as Health Department ARPA money. This will be used for nursing case management, complaints, billing, pulling reports and managing programs better.
- b. Resuming the nursing programs including the home visitation program.
- c. Basement lighting.
- d. Purchasing an Environmental Health vehicle.

6. Community Health Assessment Summit was held last Thursday in Johnson Creek and there were approximately 110 people in attendance including Andrea Turke. Carol works closely with Jefferson & Dodge Health Departments as well as Watertown Regional Medical Center, Fort HealthCare, Marshfield Medical Center - Beaver Dam, and Greater Watertown Community Health Foundation to complete the assessment. There was a consultant here in June that conducted seven focus groups as well as a survey that was available community wide on-line and in paper form for about seven weeks. The information that was gathered from the survey, focus groups and secondary data was used to determine three priorities.
 - a. Access to affordable quality mental health care.
 - b. Access to affordable housing and affordable, reliable transportation
 - c. Access to affordable quality daycare.

With equity significantly impacting access, see graph below:



The next step is to work with community partners across the counties to create a Community Health Improvement Plan and Process (CHIPP), a work plan that will help support improving access to mental health care, improving access to affordable housing and transportation, and improving access to childcare. Work will continue in those areas and regular updates in progress will be given.

7. Review and discuss program updates

- a. 140 Review – The Health Department will be going through a 140 Review which is an Administrative Rule 140 compliance assessment. It is required by the Department of Health Services to complete this review every five years. During the review, staff will be asked to talk about our programs to see if the department is compliant. A board member will need to be at the review for an hour between 9 a.m. and 12 p.m. on November 9, 2022. The people that come from Department of Health Services (DHS) will talk to board member(s) about their appointment to the Board of Health, how we follow City Ordinances, and how often the board meets to determine compliance with State Statutes.
- b. Public Health update – Staff continues to complete COVID-19 follow-up. There are currently seven to eight positive cases a day and the staff are contacting newly diagnosed cases using the new CDC guidance. There are outbreaks in health facilities in the community. The department is working closely with those facilities in their outbreaks. The department also continues to give COVID vaccines.
- c. Monkeypox - The Department is participating in DHS updates to assure local policies are updated to support any individual in the community that has questions, is diagnosed, or needs a vaccine.
- d. Bilingual Communication Specialist – City Council approved a permanent part-time Bilingual Communication Specialist position that transitioned from an LTE (limited termed employee).
- e. Interim Health Officer for Dodge County – Carol has been serving as interim Health Officer since April and the contract expired at the end of July. Dodge County still has not hired anyone for this position and asked to extend the contract through the end of October. The Council approved the contract to be renewed for another three months.
- f. Strategic Plan – The Department will be working with a consultant that is funded by DHS to update the department Strategic Plan.
- g. Talk Read Play home visitation program – This program has resumed with updated accommodations to meet family and individual needs.
- h. Pack N Play program – The department has received a number of Pack & play cribs through a grant. Pack N Plays are provided to eligible families with education and training on proper use.
- i. Car seats – Car seats are still available to eligible families. They are dispensed with education and training on proper installation of a car seat into a vehicle.
- j. Brandt/Quirk Grant – A grant request was submitted to the Brandt/Quirk fund to place sharps containers in all of the bathrooms in the parks.
- k. AmeriCorp – Carol is collaborating with Marshfield Clinic to hire an AmeriCorp member. The member lives in Watertown, has owned a business, and has been involved in wellness in the community. They will be helping the department work on the CHIPP. The member will be here for one year.
- l. Rock River Community Clinic – Progress is being made with the Rock River Community Clinic to become a Federally Qualified Healthcare Center Look-A-Like. Carol is the Chair and Dr.

Rowe is the Vice Chair of the board. The federal site visit will be the first week of September. If successful, the designation will provide increased financial sustainability.

- m. Environmental Health Program – Many codes for restaurants, hotels, and pool operations were updated during COVID. Staff is currently training and updating inspection procedures. DATCP has also updated fees. An updated fee schedule and ordinance will be presented at the next Board of Health meeting for review and consideration. A newsletter was sent to facility owners to make them aware of the state code updates.
- n. Public Health Preparedness - The Public Health Emergency Plan (PHEP) is being updated. The updates are done in coordination with the Fire Chief who is the local emergency manager. Planning is under way to provide training for City staff and community partners.

8. Adjournment

Motion was made by Smith and seconded by Turke to adjourn. Motion carried by unanimous voice vote.

Next Board of Health meeting is set for Tuesday, October 4th at 4 p.m.

Respectfully Submitted,



Carol Quest
Director/Health Officer

Note: The minutes are uncorrected. Any correction made thereto will be noted in the minutes of the proceedings at which these minutes are approved.

PUBLIC WORKS COMMISSION
Tuesday, September 13, 2022

Commission members present: Alders Bartz, Romlein, Ruetten, Wetzel, Commr. Thompson

City employees present:

Public Works Director/City Engineer Jaynllen Holloway

Assistant City Engineer Andrew Beyer

Waste Water Treatment Manager Peter Hartz

Street Department Office Manager Stacy Winkelman

City Attorney Steve Chesboro

Citizens present: Dan Rehfeldt, John Kaliebe, Scott Lovrune (sp), Joe Hertel, Jim Hertel, District 6 Alderperson Fred Smith.

1. Chairman Wetzel called the meeting to order at 5:33 p.m.

2. Comments and suggestions from citizens present

John Kaliebe expressed concern that sections of the Main St. street lights are out. He shared two personal evening/night near miss pedestrian incidents. He also expressed a desire that residents be able to purchase the Cady Street bridge art as the bridge is getting refurbished.

3. Review and approve minutes from August 10, 2022

Motion to approve Ald. Romlein

2nd Ald. Ruetten

Carried by unanimous voice vote

4.a. Cady Street Bridge 2023 Rehabilitation Project update and public information meeting

The City of Watertown received Wisconsin Department of Transportation funding to rehabilitate the Cady Street Bridge and extend its service life by approximately twenty years. The Local Bridge Program covers 80% of construction project costs using State/Federal funds with the remaining 20% being funded through the project sponsor (City). The proposed project scope of work includes removing the existing concrete overlay (originally installed in 1989); install a new concrete overlay to protect the bridge deck slab; concrete surface repairs to sidewalk, deck, and piers; and bridge approach reconstruction. Additional bridge railing repair work may also be included in the project scope of work. The City has worked closely with WisDOT and the City's consulting design engineer, Ayres Associates, to potentially advance the rehabilitation project from 2026 to 2023 with the intention of having the Cady Street Bridge rehabilitated and in good order prior to the Main Street (Cole Memorial) Bridge Reconstruction project scheduled for 2025 (advanceable date for reconstruction is 2024). Cady Street is currently the designated pedestrian detour route during the Main Street (Cole Memorial) Bridge Rehabilitation project. WisDOT staff has stated that the timeline for the 2023 Cady Street Bridge Rehab project is tight but is working with the City to meet 2023 project deadlines. WisDOT has also stated that the 2023 advanceable project date is not guaranteed and may be postponed depending on the following: DNR project approvals, asbestos inspection results, endangered species (bats), historical concerns, Wisconsin Bureau of Aeronautics coordination, etc. Dan Sydow and Chris Olson of Ayres and associates presented the proposed refurbishing of the bridge with PowerPoint scheduled for 2023. This is a State led project. The City would like to begin construction on July 5 especially since St. Henry School is immediately up the street. The State has warned of compelling commencement and ending dates as this could increase the cost.

Ald. Bartz asked if DNR needs approval or reviews of the project. Chris stated that environmental constraints will be included in the scope of the work.

Ald. Romlein asked if the City could require a first alternate. The DNR does not allow these.

4.b. Jenny Newlun of N710 N Water Street has requested solid waste and recycle service from the City of Watertown. The City already services some neighbors. The cost would be \$19.08/month the amount to be billed to said residence..

Motion to approve Ald. Ruetten

2nd Ald. Bartz

Carried by unanimous voice vote

4.c. Review and discuss: Country Club Lane sanitary sewer backups. Review and discuss – Rain Event on June 15, 2022 – surface flooding, basement backups and response plans during rain events or power outages.

Dan Rehfeldt of Country Club Lane shared with the council that when area power goes out for an extended period his basement floods. He would like to see a generator at the lift station near his house.

Waste Water Treatment manager Pete Hartz suggested that the water back up is quite possibly caused by surface water runoff and good possible remedy would be to install a check valve at Mr. Rehfeldt's residence. Mr. Rehfeldt had an area plumbing service check this solution out at his house and was told it was not a viable option.

Ald. Romlein suggested using UPS (Uninterrupted Power Source) at the lift station to give the City crews extra time to service the various lift stations.

Alder Ruetten found on the prioritized list of new generators that the two in question (Country Club and 18th hole) are #6 and #11. Looking at approximate costs it would take a minimum of \$300K plus setup and engineering fees to purchase #6.

Alder Smith (non-committee member) stated that we have potential infiltration problems throughout the City and it is known that Country Club has extraordinary problems. He suggested that the City strive to add two generators per year in the Public Works budget to alleviate these flooding issues and that funds may be available through ARPA funding.

Alder Ruetten stated that he is not comfortable with overstepping the generator replacement priority schedule set forth by Hartz. This opinion was shared by Alders Bartz and Wetzel. He also stated that it is feasible to put two generators into one yearly budget.

Hartz said that a space for a bigger easement on Country Club would be needed. Mr. Rehfeldt agreed.

This was an actionable item but it was agreed to seek to get two generators in the 2023 budget. Hartz shared that 42 weeks is the generator lead time.

4.d. Review and take possible action: Amend Chapter 24, Article IV, §24-8 (C)(1) Public Works Commission. Earlier this year, City Attorney Chesebro brought forth to Common Council housekeeping ordinance updates for its review and approval. The Common Council approved them. He recently identified another housekeeping ordinance update. He pointed out that the statement, "It may appoint a manager" was vague and needed clarification. Attorney Chesebro offers the following ordinance amendment: *"It may appoint a manager. It appoints the Public Works Director/City Engineer as manager."* The justification for the ordinance amendment is that the Public Works Director/City Engineer oversees the Public Works Department, of which the Water Utility and Wastewater Utility are divisions under. Attached is the ordinance and draft ordinance amendment for your review.

Motion to approve Ald. Romlein

2nd Ald. Ruetten

2 yes and 3 no's

Comm'r. Thompson asked if there is a need to clarify as the PWD/CE is already the project manager. Attorney Chesboro said he would agree to strike the line. Comm'r. Thompson motioned to strike the words "it may appoint a manager."

Motion Comm'r. Thompson

2nd Ald. Wetzel

Carried by unanimous voice vote

5. Adjournment

Motion to adjourn Ald. Romlein

2nd Ald. Bartz

Carried by unanimous voice vote

Meeting adjourned at 7:25 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.

2022
YEARS OF SERVICE
RECOGNITION

SEPTEMBER

SUSAN WOLLIN
HEALTH DEPARTMENT
25

PETER HARTZ
WASTE/WATER DEPARTMENT
5



Watertown Fire Department Monthly Report August 2022





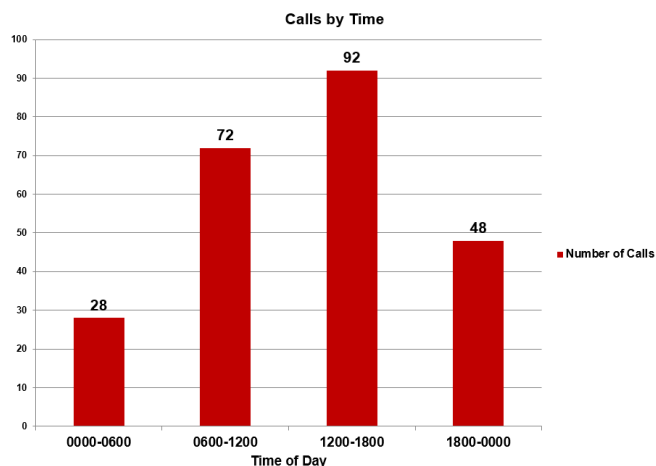
Watertown Fire Department Monthly Report

Operational Statistics

Section 8, Item C.

Call Breakdown

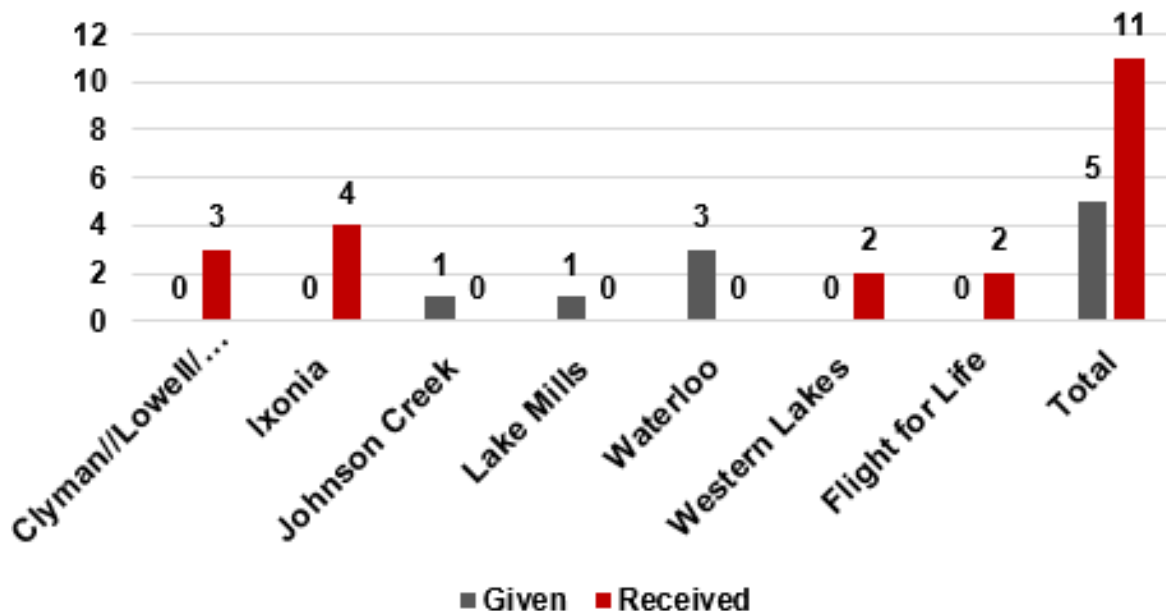
Medical Calls	202
Fire Calls	20
Haz-Mat Calls	7
MVC Calls	11
TOTAL CALLS	240
Total Calls YTD 2022	1848
Total Calls YTD 2021	1790



Simultaneous Calls

2 nd out calls	44
3 rd out calls	8
4 th and 5 th out calls	0
Total	52
22% of the time we had multiple calls	

Mutual Aid Calls



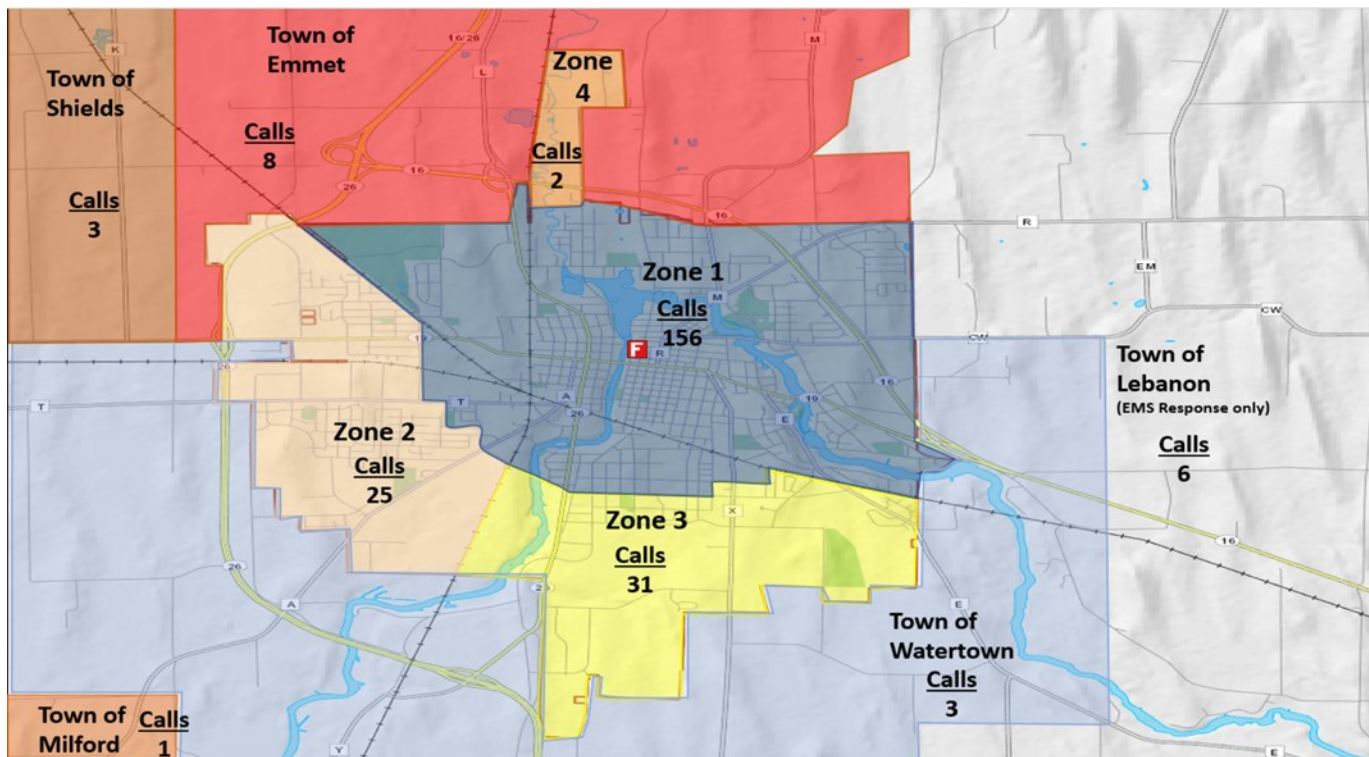


Watertown Fire Department Monthly Report

Operational Statistics

Section 8, Item C.

Response Times						
Zone	Turnout Time			Response Times		
	Time from alarm to out the door			Time from alarm to arrival		
	EMS	Fire	Combined	EMS	Fire	Combined
Zone-1	1:17	1:36	1:18	4:21	3:53	4:18
Zone-2	1:26	1:31	1:27	6:16	5:35	6:04
Zone-3	1:07	1:07	1:07	5:36	5:01	5:33
Zone-4	:20	-	:20	4:56	-	4:56
Zone- 11 Milford	1:46	-	1:46	12:25	-	12:25
Zone- 12 Town of Watertown	2:00	-	2:00	4:58	-	4:58
Zone- 13 Emmet	1:27	-	1:27	6:15	-	6:15
Zone- 14 Shields	2:21	-	2:21	11:45	-	11:45
Zone- 15 Lebanon	2:23	N/A	N/A	10:33	N/A	N/A
Delay due to Simultaneous Calls	3:31			7:48		
Department Standards- Turnout - 60 sec EMS/80 Sec Fire- Response- Fire & EMS 6 minutes						

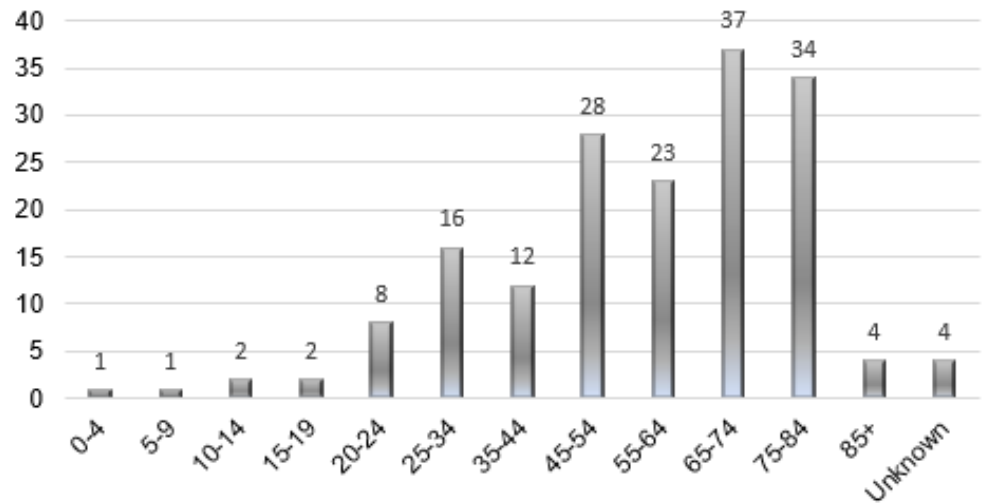




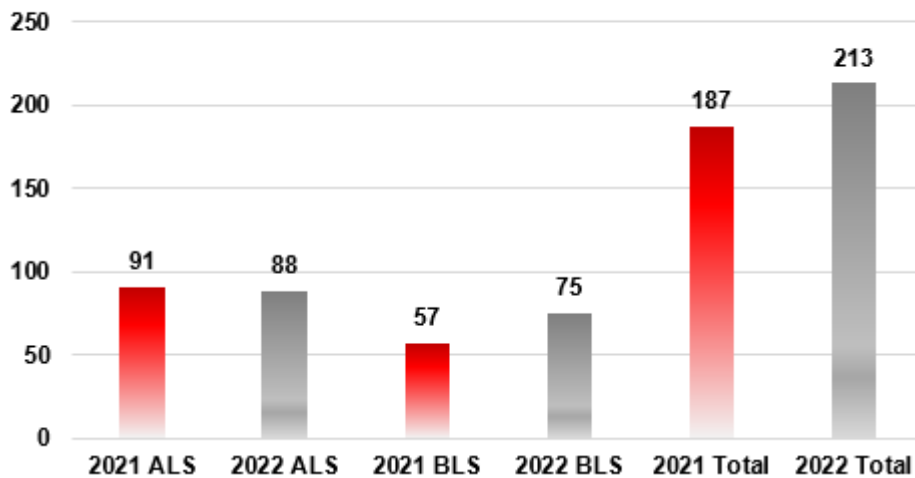
Watertown Fire Department Monthly Report

Emergency Medical Services

Patient Contact By Age



Emergency Medical Calls



*Includes Lift Assists, MVCs, etc.

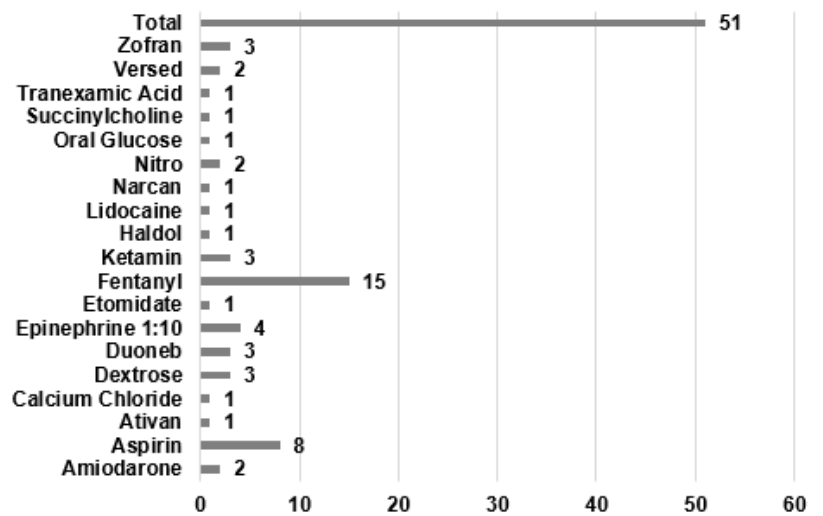




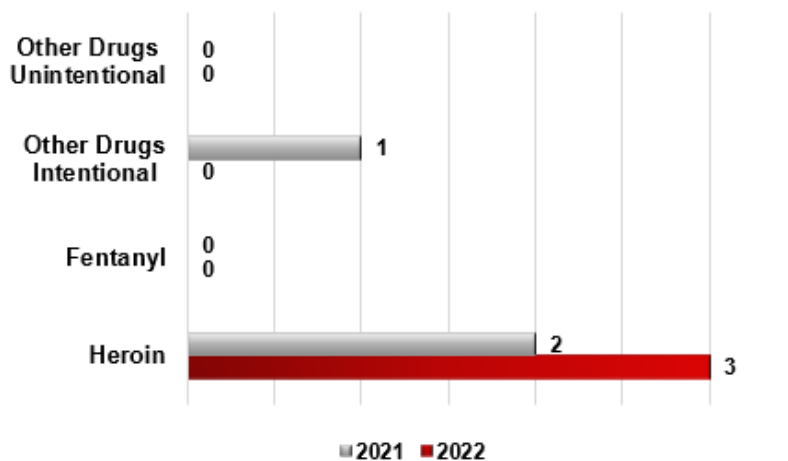
Watertown Fire Department Monthly Report

Emergency Medical Services

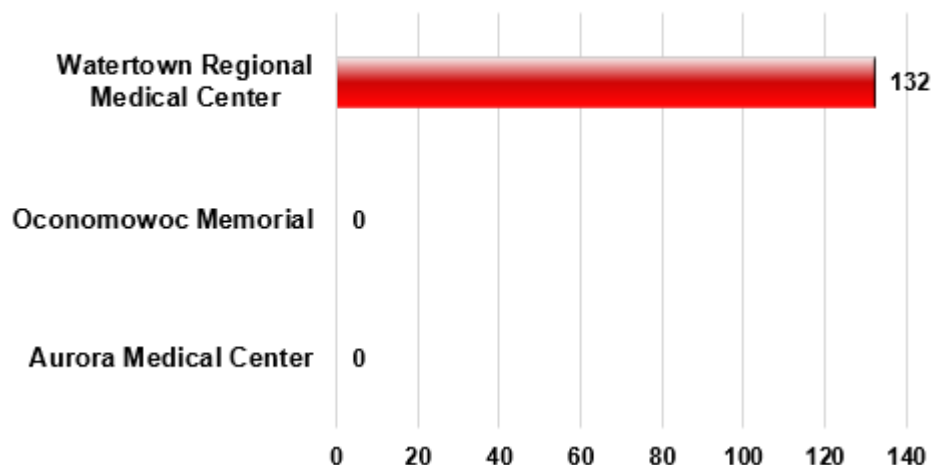
Medications Administered



Overdoses

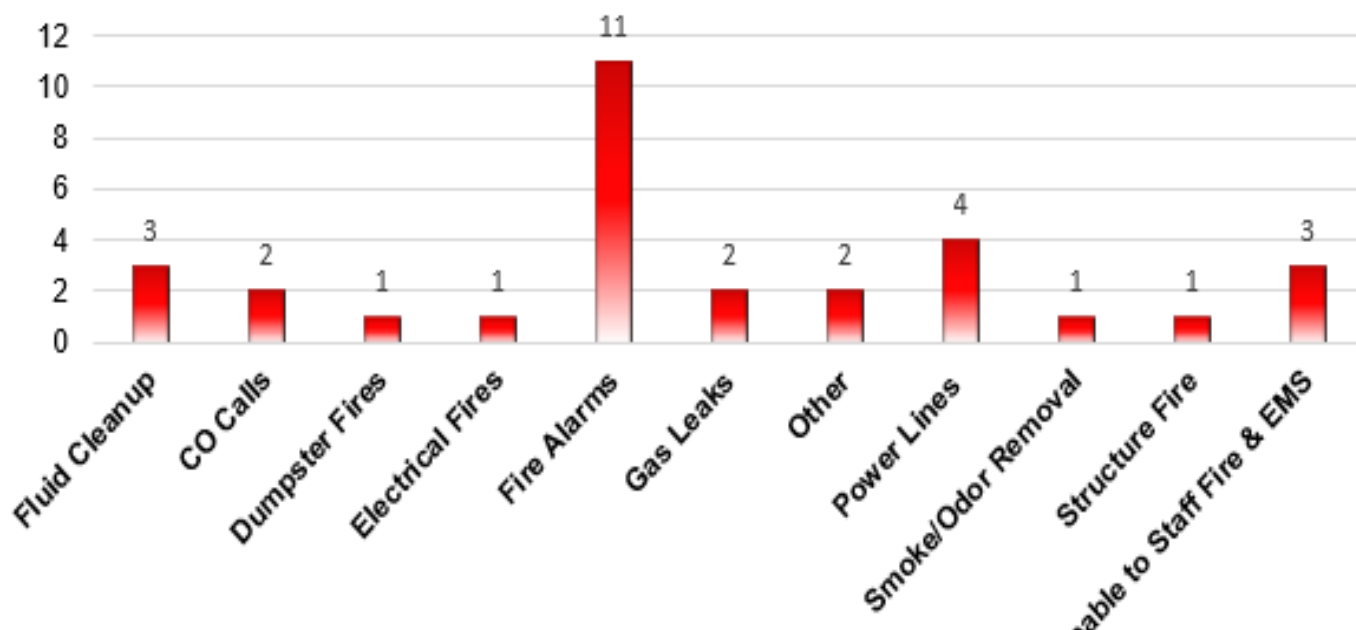


Hospital Transports

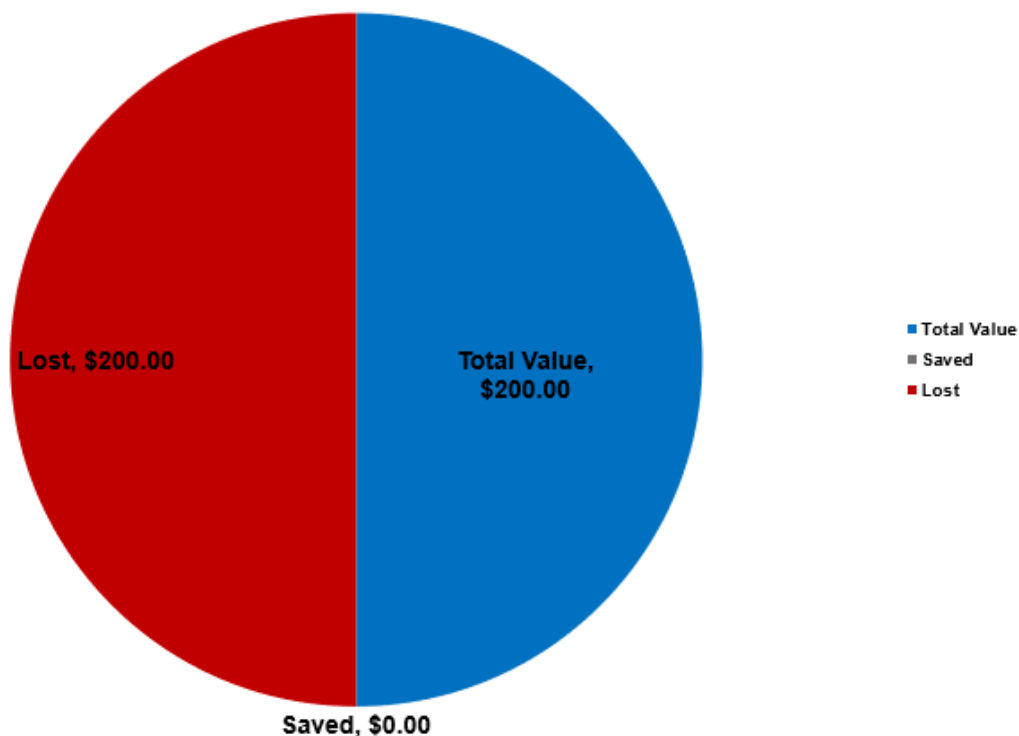




Fire/Haz-Mat Calls



Fire Dollar Saved vs. Loss





Watertown Fire Department Monthly Report

Department Training

Section 8, Item C.

For the month of August, department members trained on the following:

Engine Company

Engine Placement
Pro Active MPO
Hose Deployment

Truck Company

Ladder Bailouts
Window Hangs

EMS Training

Cardiac Rhythm Reviews
Heat Emergencies

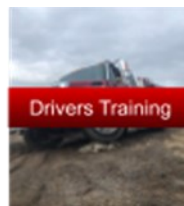
Rescue Company

Vehicle Stabilization

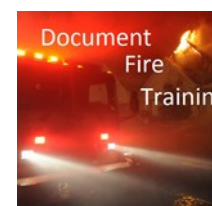
Total A Shift Training Hours	184
Total B Shift Training Hours	84.5
Total C Shift Training Hours	124.5
Total Shift Training Hours	393



27



45



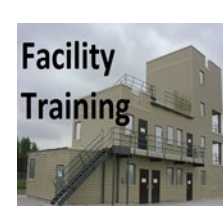
297



115



44.5



39



0

Total
554



4.5



Watertown Fire Department Monthly Report

Community Risk Reduction



5 Smoke Detectors Installed



4 Station Tours



1 CO Detector Installed



4 Community Events



1 Stop the Bleed Training



1 Fire Extinguisher Training



1 Home Safety Check



1 CPR Class



1 Public Speaking Events

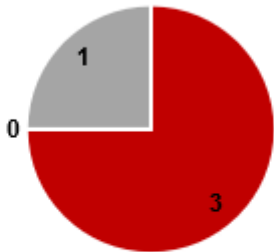


1 Football game Standby

202 Outreached Citizens
11 Contact Hours



Community Healthcare Coalition Events



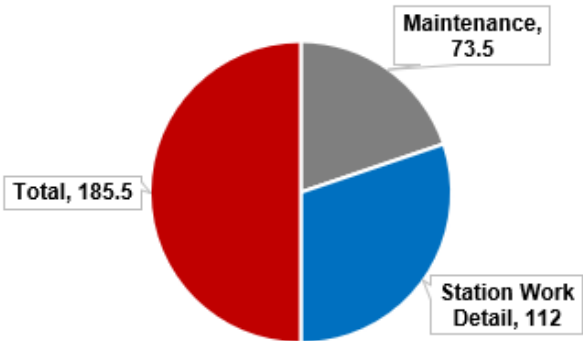
- Unsafe Situation Awareness
- Wellness Clinics/Immunizations
- Community Resource Referrals

Community Healthcare Coalition Contacts



- Unsafe Situation Awareness
- Wellness Clinics/Immunizations
- Community Resource Referrals

Maintenance & Station Work Hours



- Maintenance
- Station Work Detail
- Total



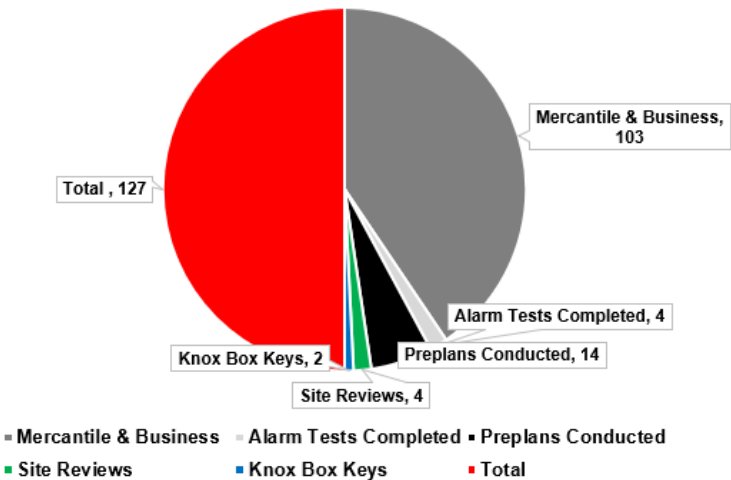


Watertown Fire Department Monthly Report

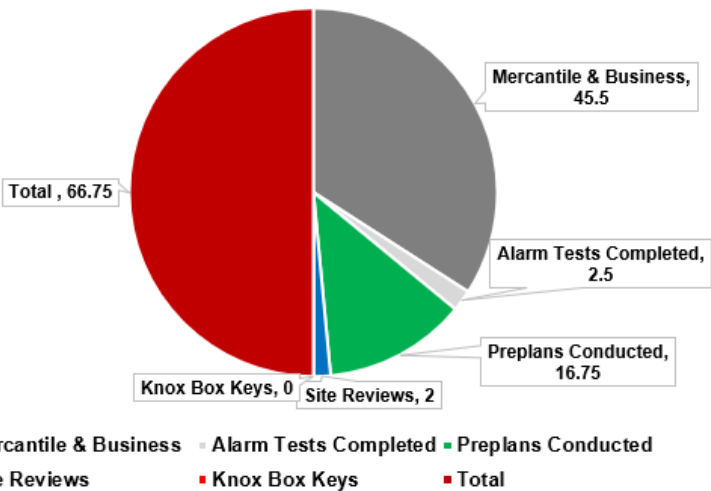
Community Risk Reduction



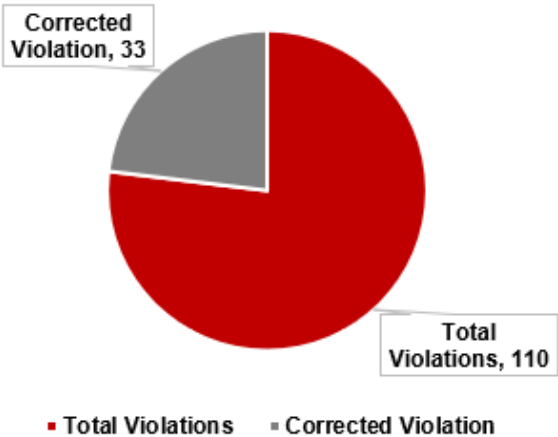
Inspections/
Alarm Tests



Total Hours on Inspections/Tests



Violations





Watertown Fire Department Monthly Report

Section 8, Item C.

Department Incidents

August 1st-12th– National Fire Academy for EFO class-Maryland

Deputy Chief Rauterberg attended a two-week class (Executive Leadership, and Self Reflection of Leadership and Networking) to become an Executive Fire Officer. This was the first of four classes he will be taking.

August 9th– Motor Vehicle Accident

Hwy. 16 & Hwy. 26, Watertown
E61and MED 54 were dispatched for a single vehicle accident. Upon arrival, crews found the vehicle had rolled several times. Extrication was performed to free the occupant. Crews were assisted by Flight for Life.

August 11th– Motor Vehicle Accident

500 Block of Hwy. 19, Watertown
E61and MED 54 were dispatched for a single vehicle accident. Upon arrival, crews found a vehicle about 50 yards from the roadway with an occupant ejected. The patient was treated and transported for injuries.

August 19th– Structure Fire

111 Grell Ln. Johnson Creek
E61 and 4102 responded to a working still level alarm for a structure fire in an industrial building that was extinguished prior to arrival by the buildings sprinkler system. Crews assisted with ventilation of the building.





Watertown Fire Department Monthly Report

Section 8, Item C.

Public Relations

August 11th– Meet and Greet

Literatus & Co., Watertown
The Fire Chief, Deputy Chief and working crew that day held a meet and greet for the public to come in and hang with the firefighters and ask questions and see the apparatus.

August 17th– Public Question and Answer Session

514 S. 1st St., Watertown
Deputy Chief Rauterberg spoke about the fire department; what we do, offer, and shared data information. This was a great time with everyone.



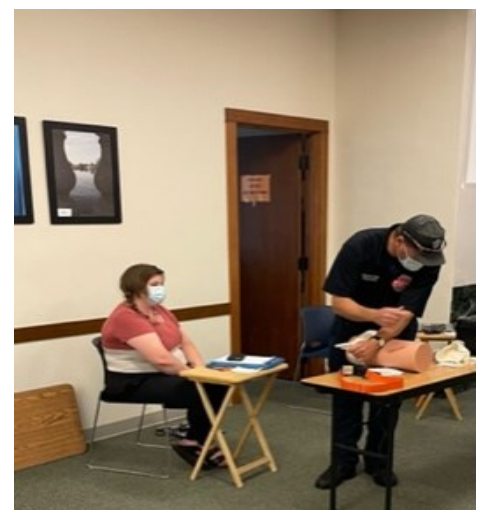
August 19th– Fire Extinguisher Training

515 S. 1st St., Watertown Health Dept.
The Fire Department provided fire extinguisher training to Watertown Health Department employees. They learned about different types of fire extinguishers and received some live practice training on them.



August 19th– Stop the Bleed Training

515 S. 1st St., Watertown Health Dept.
The Fire Department provided Stop the Bleed training to Watertown Health Department employees. We greatly appreciate the opportunity and team work between the city departments.





Watertown Fire Department Monthly Report July 2022





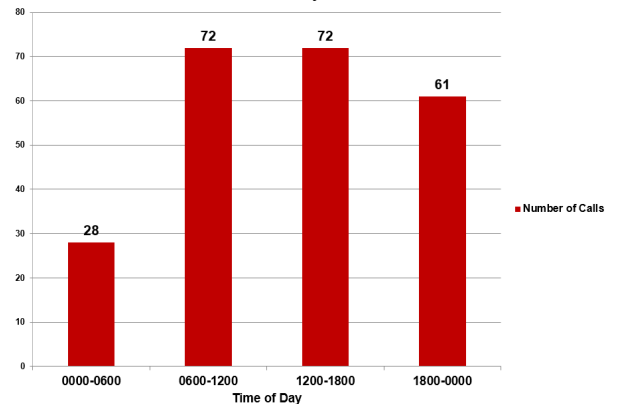
Watertown Fire Department Monthly Report

Operational Statistics

Call Breakdown

Medical Calls	175
Fire Calls	40
Haz-Mat Calls	1
MVC Calls	17
TOTAL CALLS	233
Total Calls YTD 2022	1608
Total Calls YTD 2021	1504

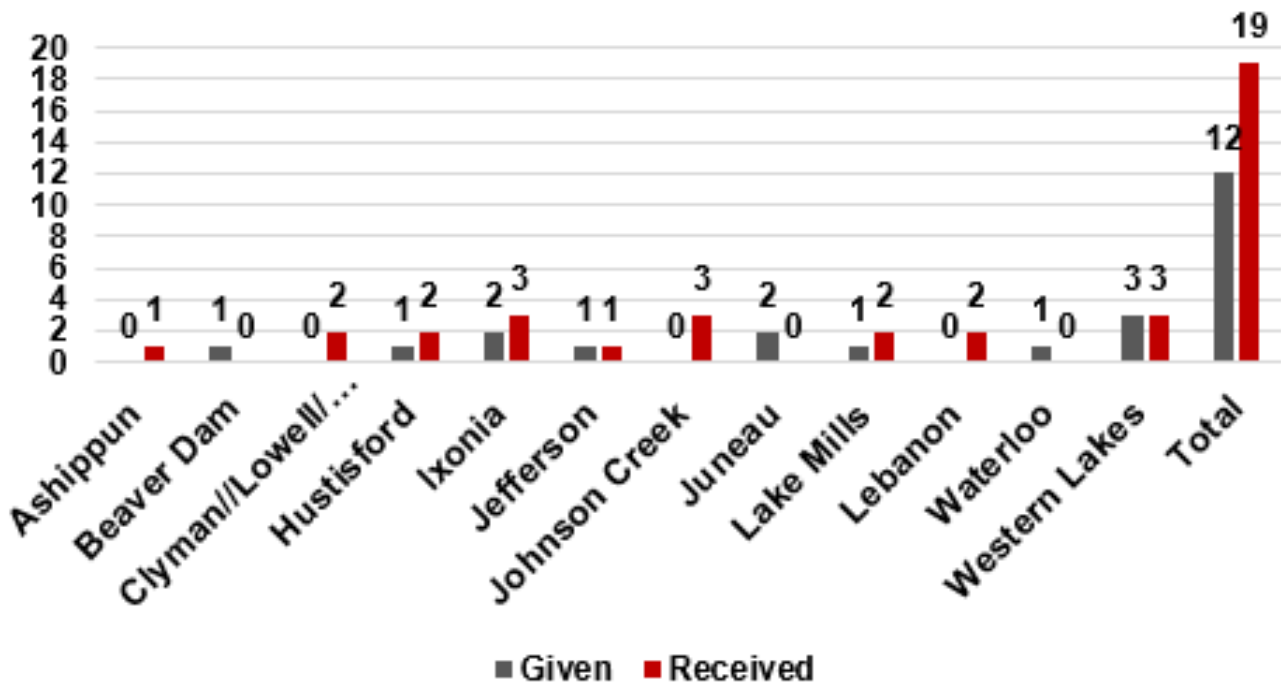
Calls by Time



Simultaneous Calls

2 nd out calls	39
3 rd out calls	5
4 th and 5 th out calls	0
Total	44
19% of the time we had multiple calls	

Mutual Aid Calls



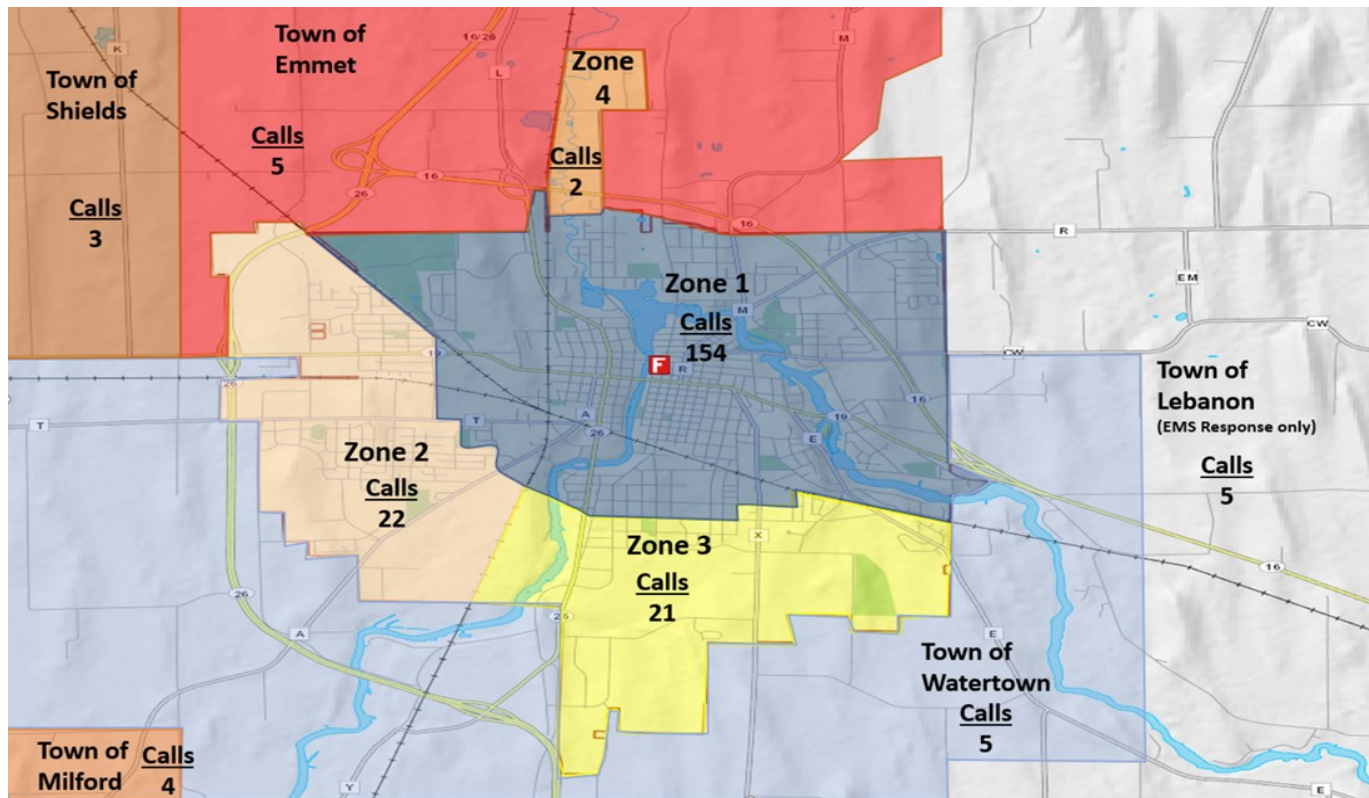


Watertown Fire Department Monthly Report

Operational Statistics

Section 8, Item C.

Response Times						
Zone	Turnout Time			Response Times		
	Time from alarm to out the door			Time from alarm to arrival		
	EMS	Fire	Combined	EMS	Fire	Combined
Zone-1	1:22	1:20	1:21	4:29	4:19	4:28
Zone-2	1:07	1:32	1:13	5:46	5:37	5:44
Zone-3	1:33	:02	1:28	5:48	3:00	5:38
Zone-4	:36	-	:36	5:33	-	5:33
Zone- 11 Milford	1:01	-	1:01	14:01	-	14:01
Zone- 12 Town of Watertown	2:07	2:00	2:06	10:43	8:00	10:11
Zone- 13 Emmet	1:00	-	1:00	5:14	-	5:14
Zone- 14 Shields	1:20	-	1:20	10:12	-	10:12
Zone- 15 Lebanon	1:11	N/A	N/A	9:49	N/A	N/A
Delay due to Simultaneous Calls	2:29			7:45		
Department Standards- Turnout - 60 sec EMS/80 Sec Fire- Response- Fire & EMS 6 minutes						

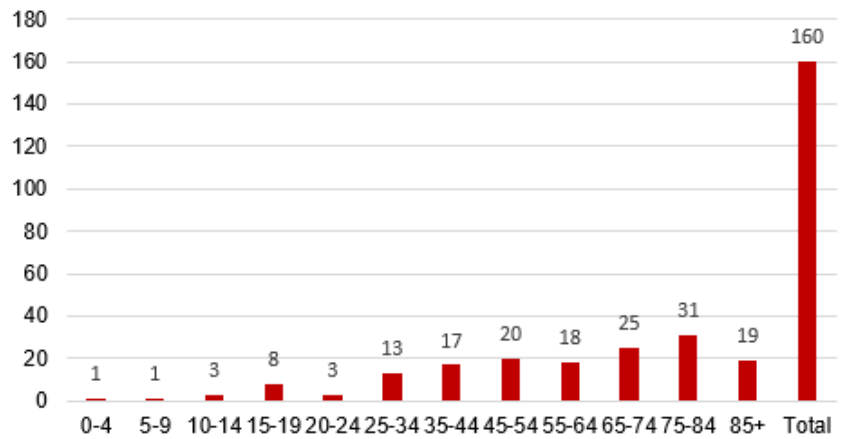




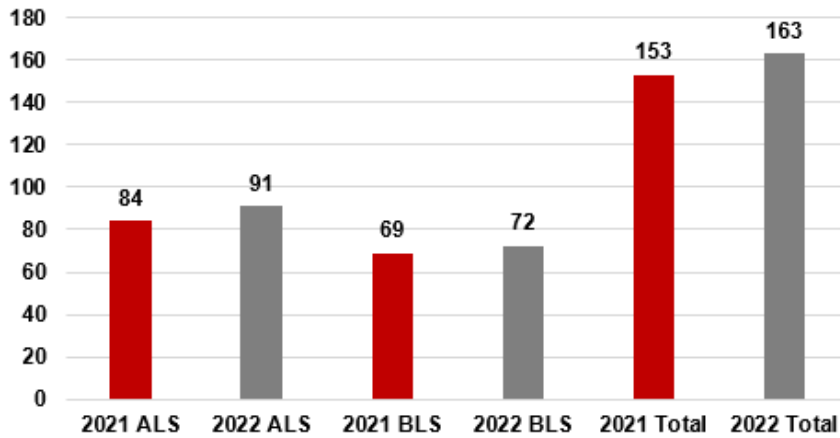
Watertown Fire Department Monthly Report

Emergency Medical Services

Patient Contact By Age



Emergency Medical Calls



*Includes Lift Assists, MVCs, etc.

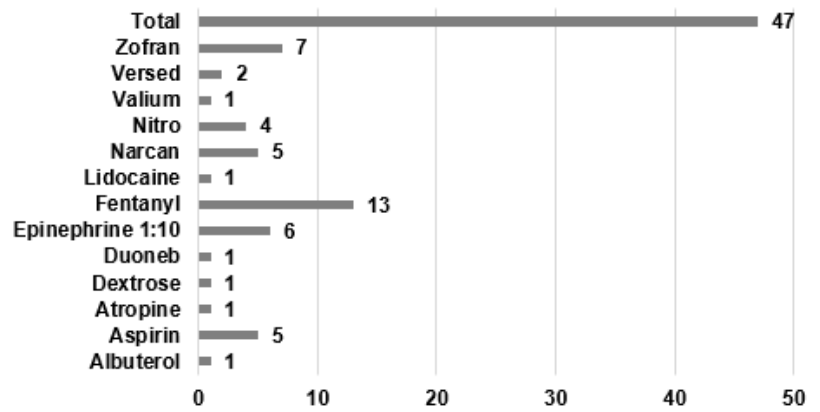




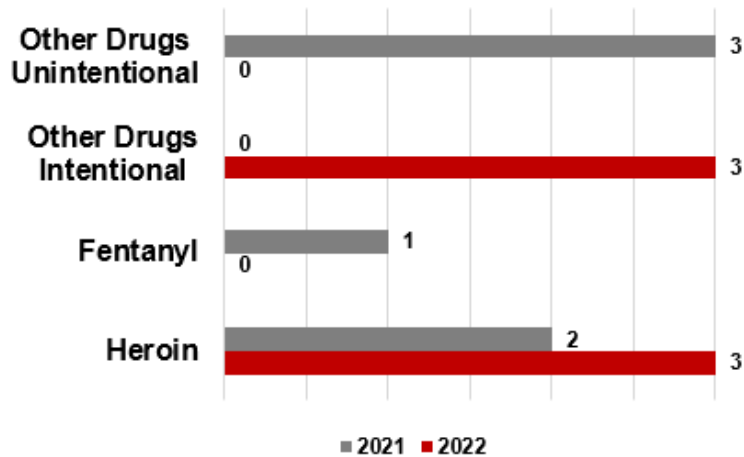
Watertown Fire Department Monthly Report

Emergency Medical Services

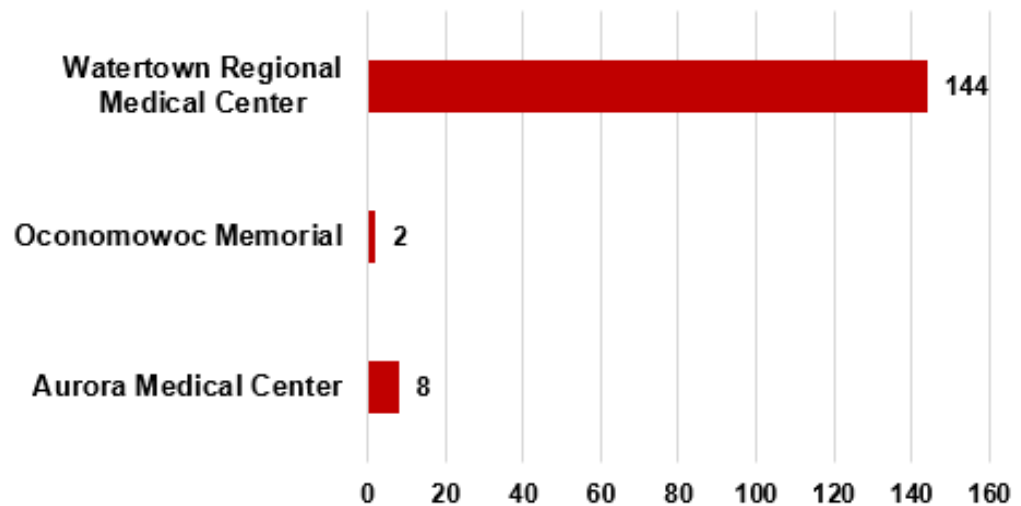
Medications Administered



Overdoses



Hospital Transports



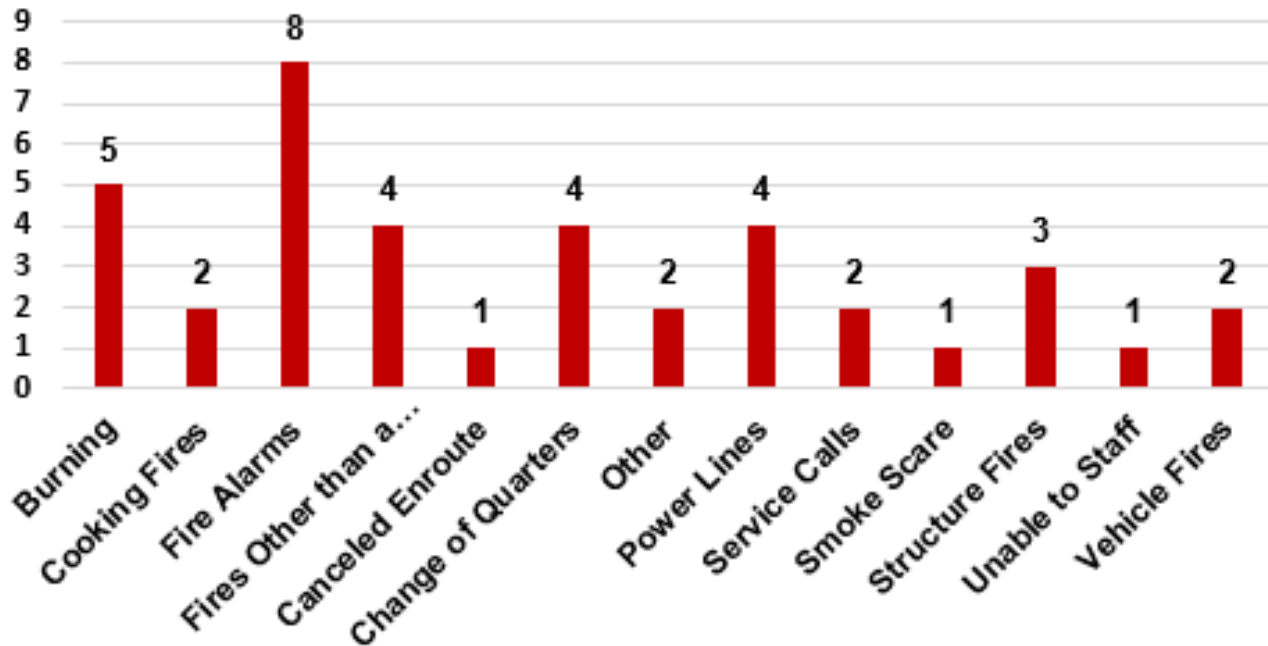


Watertown Fire Department Monthly Report

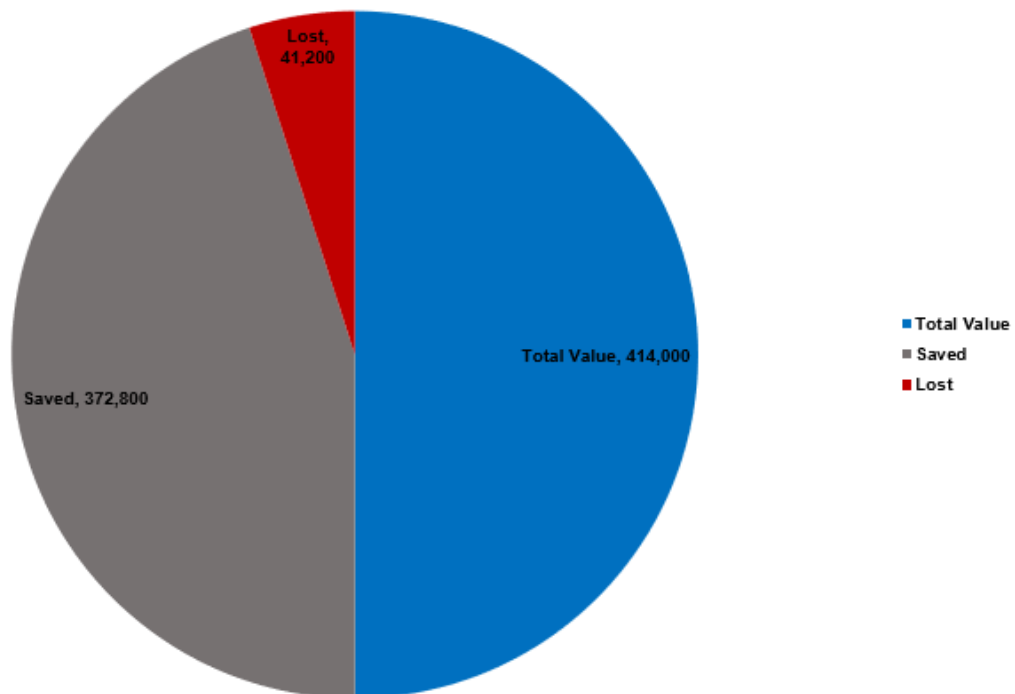
Section 8, Item C.

Fire Incidents

Fire/Haz-Mat Calls



Fire Dollar Saved vs. Loss





Watertown Fire Department Monthly Report

Department Training

Section 8, Item C.

For the month of July, department members trained on the following:

Engine Company

Rural Operations
Hose Deployment

Rescue Company

Firefighter Drags, Carries, & Removal

Truck Company

CP Trailer Equipment Review
Power Saw Techniques

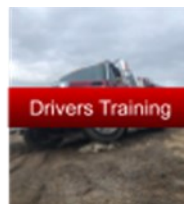
EMS Training

Pain Management and Immunological

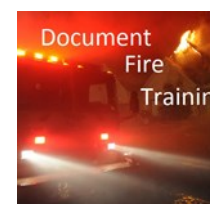
Total A Shift Training Hours	96
Total B Shift Training Hours	55.5
Total C Shift Training Hours	112.75
Total Shift Training Hours	264.25



55.5



30.0



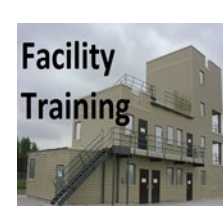
191.25



23.5



16



0



1

Total
318.25



2



Watertown Fire Department Monthly Report

Community Risk Reduction



14 Smoke Detectors Installed



1 Station Tour



5 CO Detectors Installed



15 Community Events



2 Fire Drills Conducted



2 Bike Helmets Given



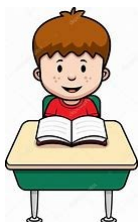
1 Changed Battery



5 Parades Attended



1 Block Party Attended



4 Student/Public Riders



1 Fire Safety Talk
with Children



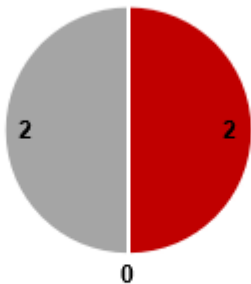
2 Public Speaking Events

4328 Outreached Citizens

53.5 Contact Hours

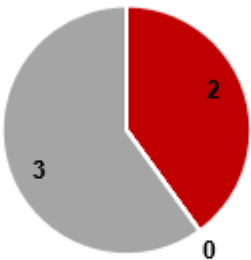


Community Healthcare Coalition Events



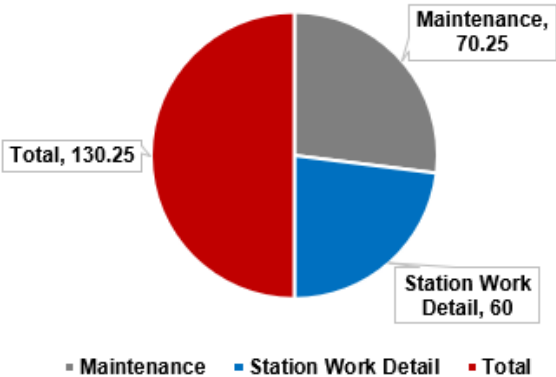
- Unsafe Situation Awareness
- Wellness Clinics/Immunizations
- Community Resource Referrals

Community Healthcare Coalition Contacts



- Unsafe Situation Awareness
- Wellness Clinics/Immunizations
- Community Resource Referrals

Maintenance & Station Work Hours



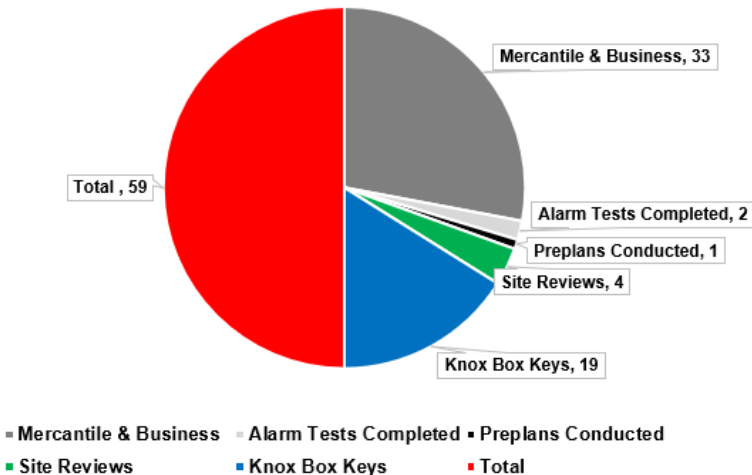


Watertown Fire Department Monthly Report

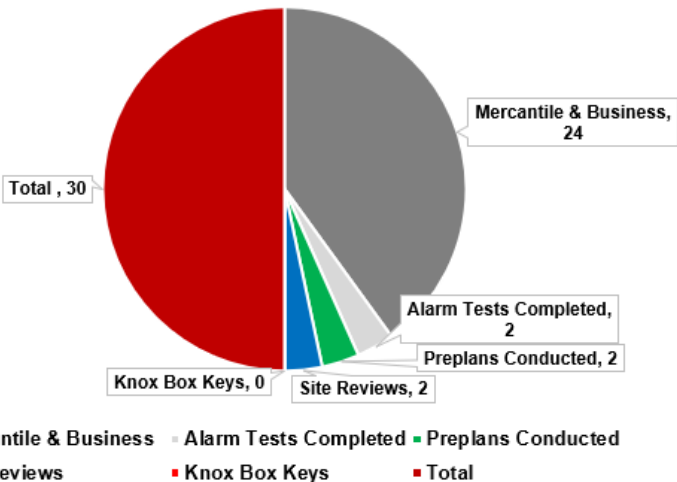
Community Risk Reduction



Inspections/
Alarm Tests



Total Hours on Inspections/Tests



Violations





Watertown Fire Department Monthly Report

Section 8, Item C.

Department Incidents



July 2nd– Structure Fire

W7138 Five Mile Rd, Watertown
E61, MED 54, and C2 were dispatched for a structure fire. The alarm was quickly updated to the Working Still Level. Upon arrival units found a 20x60 shed that was on fire with 700 bales of hay. Crews used multiple handlines and over 40,000 gallons of water to extinguish the fire. We were assisted by Lake Mills, Johnson Creek, Hustisford, CLR, Ixonia, Ashippun, Lebanon, and Ft. Atkinson Fire Departments. Lake Mills EMS and Western Lakes provided an ambulance. One minor injury was treated on-scene.

July 7th– Structure Fire

208 1/2 W. Milwaukee St., Watertown
E61, MED 53, and C2 responded to a structure fire. Upon arrival, smoke was showing from the 2nd floor, C side of the house. The alarm was upgraded to the Working Still Level. Units arrived and quickly extinguished the fire. Mutual aid companies that were not on scene were canceled. Lebanon FD assisted with overhaul. No injuries were reported.



July 13th– Structure Fire

1415 Schumann Dr., Watertown
E61 and MED 54 responded to a structure fire. Upon arrival crews found that there was a stove fire, that was put out prior to arrival. Ventilation was conducted. No injuries were reported.

July 14th– Structure Fire

1040 Meadow St., Watertown
E61, MED 54, and C2 responded to a structure fire. Upon arrival, crews found that a cigarette placed in a garbage can had melted the can. The fire was out prior to the arrival. Ventilation was conducted. No injuries were reported.



Watertown Fire Department Monthly Report

Section 8, Item C.

Public Relations



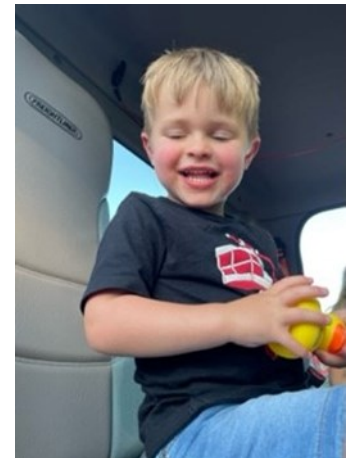
July 4th– 4TH of July Parade

Downtown Main St., Watertown
E61, MED 54, C1, & C2
participated in the Watertown 4th
of July Parade.



July 7th– Lights & Sirens

Riverside Park, Watertown
E61 & MED 54 participated in
Lights and Sirens. We showcased
the apparatus and handed out
WFD products. It was a great
turnout.



July 14th– Fire Drills

Highland Village I & II,
Watertown
E61 & MED 54 assisted with fire
drills at Highland Village. The
residents did a great job and had
some excellent questions afterward.
Thanks for allowing us to conduct
this important drill.





Watertown Fire Department Monthly Report

Section 8, Item C.

Public Relations

July 27th– Active Shooter Training

1300 Western Ave., Watertown
Fire Department personnel trained with
Jefferson & Dodge County Sheriff's
and the Watertown Police Department
on Rescue Taskforce Training. This
training involved running different
scenarios on active shooter events.



July 27th– Movie Night at Watertown Hospital

125 Hospital Dr.,
Watertown

Between multiple calls, the on-duty Fire Department
personnel stopped out at Watertown Regional Medical
Center's movie night. The crew had a great time during
the short time they were able to attend.



July 28th– Chamber of Commerce Ball Drop

1340 N. Water St.,
Watertown

On-duty crew provided a
ladder truck to assist with the
Chamber of Commerce's ball
drop at their annual golf
outing.





Watertown Fire Department Monthly Report

Section 8, Item C.

You've Been Caught Doing an Outstanding Job!

Dear Firefighters and emergency responders,

My heartfelt thanks goes out to you! Your quick response did not go unnoticed. We appreciate you pulling some belongings and tarping others.

Thank You!

Watertown Fire & Rescue

Thank you for your selfless ~~acts~~ acts of kindness & service everyday.

Oliver, Tanner's parade rider, said it was "AMAZING"! It was the 3rd best experience of his life.

- 1- Being born to Mom & Dad
- 2- Disney Cruise
- 3- Riding in parade on Fire Truck & ~~being~~ being hono director

God BLESS you ALL
A

FOR IMMEDIATE RELEASE

CONTACT: Andrew Beyer, 920.262.4060, AndrewB@CityofWatertown.org

PUBLIC INVOLVEMENT MEETING NOTICE

Watertown, Wis. (September 15, 2022) – Improvements to Cady Street Bridge at Rock River to be discussed at September 20th Public Involvement Meeting

Planned improvements for Cady Street in the City of Watertown, Jefferson County, will be discussed at a Public Involvement meeting on Tuesday, September 20, 2022. The meeting will be held at 7:00 PM, or shortly thereafter, during the City of Watertown Common Council Meeting at Watertown City Hall, 106 Jones Street, Watertown, WI 53094, Room 2044.

The project involves improvements to the Cady Street roadway and bridge at the crossing of Rock River just east of the intersection with State Highway 26 Business. The existing concrete bridge deck will be resurfaced and railings may be repaired and painted. Approximately 80 feet of roadway approaches will be reconstructed. The project is scheduled for construction in 2023. Cady Street will be closed to traffic at the bridge during construction.

A variety of exhibits and maps will be featured at the Public Involvement meeting, and representatives from the City of Watertown Public Works Department and Ayres Associates will be available to discuss the project and answer questions. The public is encouraged to attend to examine the proposed improvements and discuss any concerns they might have.

Individuals who are unable to attend on September 20th can contribute comments about the Cady Street bridge project by contacting the following individuals:

Andrew Beyer, Assistant City Engineer
Watertown Public Works Department
106 Jones Street
Watertown, WI 53094
920.262.4060
AndrewB@CityofWatertown.org

Kristofer Olson, Project Engineer
Ayres Associates, Inc.
3376 Packerland Drive
Ashwaubenon, WI 54115
920.327.7803
olsonk@AyresAssociates.com

City of Watertown mission statement: To provide for, protect, and serve the citizens and businesses of Watertown in an efficient, strategic, and measured manner, while creating a community culture where close knit connections are key, that is rich in small town values balanced with modern conveniences, that is poised for development, and is an idyllic community that leverages location and outdoor opportunity.

106 Jones Street • P.O. Box 477 • Watertown, WI 53094-0477 • Phone 920.262.4060

Opportunity Runs Through It

PUBLIC INVOLVEMENT MEETING

I.D. 3997-01-04/74
Cady Street
Rock River Bridge, P-28-706
City of Watertown, Jefferson County
September 13 & 20, 2022

Welcome to the public involvement meeting to discuss the structure carrying Cady Steet over the Rock River. The intent of the meeting is to inform you about the proposed project and to gather input from you.

A formal presentation will explain the displays and project. The display material will be posted on the city’s website. After the presentation, feel free to ask representatives from Ayres Associates or the City of Watertown any questions.

A comment form is also available for your written comments and concerns about this project. Please provide written comments by either returning them today or sending them to the address shown.

1. PROJECT PURPOSE AND NEED

The purpose of this project is to rehabilitate the Cady Street bridge at the crossing of the Rock River. The bridge is located approximately 0.2 miles east of Business 26/Church Street. The existing bridge is structurally sound but has deterioration that needs to be repaired to extend the useful life of the bridge. The bridge has carries two 15’ lanes and there are 5’ sidewalks on both sides of the roadway. A small amount approach work will improve the transition to the bridge.

2. PROPOSED IMPROVEMENT

The existing bridge is a 152’ long, three-span concrete rigid frame bridge supported on concrete abutments and piers. The proposed improvement will include the replacement of the concrete riding surface, repair of the sidewalks and curbs, repair of deteriorating surfaces on the abutments, piers and slab, and repair and painting of the steel pedestrian railing along the sidewalks.

3. FUNDING

The project qualifies for Federal bridge aid funding which will cover 80% of the construction costs. The City will be responsible for the remaining 20%.

4. TRAFFIC CONTROL

During construction of the project, the project site will be closed to traffic. A detour route may be posted. Construction is anticipated to take approximately 4-6 weeks during 2023. The earliest construction could begin is July 5th and the latest would be September 15th. The exact timeframe for construction will be determined by the contractor based on their availability.

5. RIGHT OF WAY

No additional right-of-way is anticipated for the project.

6. PROJECT SCHEDULE

Public Involvement Meeting	September 13 th & 20 th , 2022
Final Plans Complete	February 1, 2023
Bid Letting	May 9, 2023
Construction	Summer/Fall 2023 (4-6 weeks ±)

Public Involvement

We encourage you to view the project displays. Please reach out to the project contacts listed below to address any comments or questions you may have regarding this project. Questions or comments can be directed to the contacts below by email or phone. Please submit questions by October 11, 2022.

Project Contact Information

Andrew Beyer
Watertown Public Works
Assistant City Engineer
106 Jones Street
Watertown, WI 53094
920.262.4052
AndrewB@CityofWatertown.org

Ryan Schaitel, PE
Ayres Associates (Design Consultant)
Transportation Engineer
3376 Packerland Drive
Ashwaubenon, WI 54115
920.498.1200
OlsonK@AyresAssociates.com

Cady Street
Rock River Bridge
Jefferson County
WisDOT Project ID 3997-01-04

Comments on the project may be included
on the reverse side of this page.

Fold on Dotted Lines, Tape, Stamp, and Mail

Name _____
Address _____
City _____ State _____
Zip _____

Place
Stamp
Here

Mr. Kristofer Olson
Ayres
3376 Packerland Drive
Ashwaubenon, WI 54115

Cady Street
Rock River Bridge
Jefferson County
WisDOT Project ID 3997-01-04

Comments From:

Name: _____

Address: _____

Telephone: _____

Date: _____

Please Print:




NOTE:
CONCRETE SURFACE REPAIR
REQUIRED AS DIRECTED BY THE
ENGINEER IN THE FIELD.

LIST OF DRAWINGS

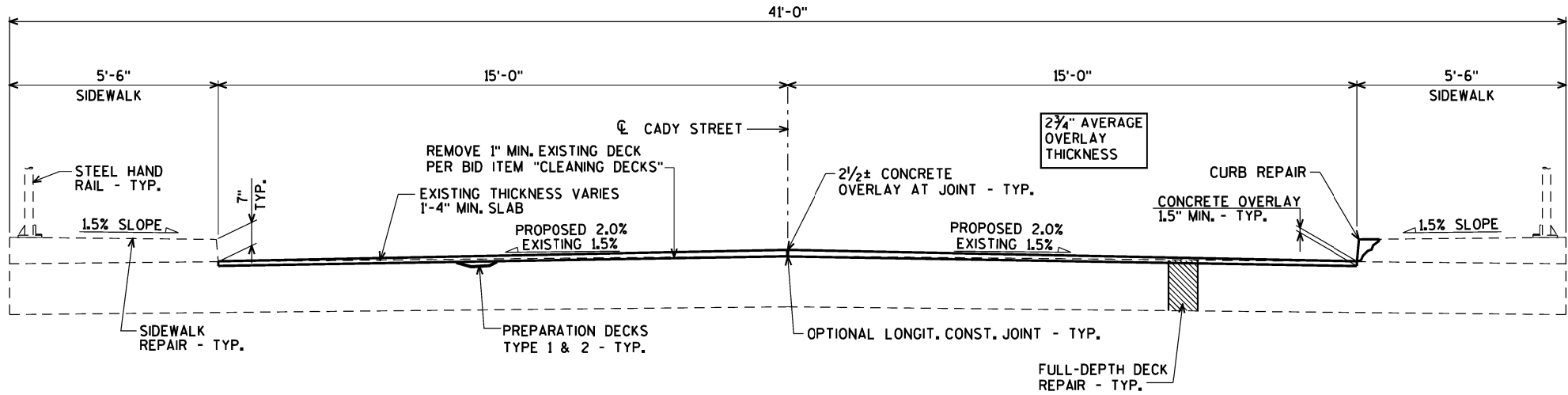
1. GENERAL PLAN
2. TYPICAL SECTION, QUANTITIES & NOTES

**FOR TYPICAL SECTION,
DESIGN DATE & NOTES
SEE SHEET 2**

NO.	DATE	REVISION	BY
ORIGINAL PLANS PREPARED BY			
		3433 Oakwood Hills Parkway Eau Claire, WI 54701 www.AyresAssociates.com	
STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION			
ACCEPTED _____		_____ DATE _____	
CHIEF STRUCTURES DESIGN ENGINEER			
STRUCTURE P-28-706			
CADDY STREET OVER ROCK RIVER			
COUNTY	JEFFERSON	TOWN/CITY/VILLAGE	WATERTOWN
DESIGN SPEC. _____ REHABILITATION N/A			
DESIGNED BY	DESIGN C/K'D.	DRAWN BY	CLP PLANS C/K'D.
GENERAL PLAN		SHEET 1 OF 2	

BRIDGE OFFICE CONTACT:
AARON BONK
(608)-261-0261

CONSULTANT CONTACT:
DAN SYDOW
(715)-834-3161



TYPICAL SECTION THRU BRIDGE
(LOOKING EAST)

TOTAL ESTIMATED QUANTITIES

BID ITEM NUMBER	BID ITEMS	UNIT	TOTAL
502.3200	PROTECTIVE SURFACE TREATMENT	SY	
509.0301	PREPARATION DECKS TYPE 1	SY	
509.0302	PREPARATION DECKS TYPE 2	SY	
509.0500	CLEANING DECKS	SY	
509.1200	CURB REPAIR	LF	
509.1500	CONCRETE SURFACE REPAIR	SF	
509.2000	FULL DEPTH DECK REPAIR	SY	
509.2500	CONCRETE MASONRY OVERLAY DECKS	CY	
SPV.0060	RAILING REPAIR AND PAINTING	EACH	

- ▲ BID ITEM INCLUDES CONCRETE FOR 1 1/2" MIN. OVERLAY, PREPARATION DECKS TYPE 1, PREPARATION DECKS TYPE 2, AND FULL DEPTH DECK REPAIR.
- UNDISTRIBUTED AS DIRECTED BY ENGINEER IN THE FIELD.

DESIGN DATA

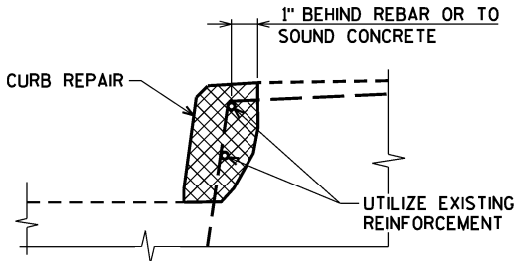
LIVE LOAD:
DESIGN LOADING: HS-20
INVENTORY RATING:
OPERATING RATING:
WISCONSIN STANDARD PERMIT VEHICLE (WIS-SPV) = KIPS

MATERIAL PROPERTIES:

CONCRETE MASONRY {DECK PATCHING & OVERLAY $f'_c = 4,000$ p.s.i.
{ALL OTHER $f'_c = 3,500$ p.s.i.
HIGH STRENGTH BAR STEEL REINFORCEMENT (GRADE 60) $f_y = 60,000$ p.s.i.

TRAFFIC DATA:

CADY STREET
A.A.D.T. = xxxx (2023)
A.A.D.T. = xxxx (2043)
R.D.S. = 30 M.P.H.



CURB REPAIR DETAIL

NOTE:
LIMITS OF CURB REPAIR SHALL BE DETERMINED IN THE FIELD BY THE ENGINEER. VERTICAL AND HORIZONTAL LIMITS OF CURB REPAIR SHALL BE DEFINED BY A 1/2" DEEP SAW CUT.

GENERAL NOTES

DRAWINGS SHALL NOT BE SCALED.
DIMENSIONS SHOWN ARE BASED ON THE ORIGINAL STRUCTURE PLANS.
PROTECTIVE SURFACE TREATMENT SHALL BE APPLIED TO THE ENTIRE TOP SURFACE OF THE NEW CONCRETE OVERLAY.
A MINIMUM OF 1-INCH OF CONCRETE SHALL BE REMOVED FROM THE ENTIRE BRIDGE DECK UNDER THE BID ITEM, "CLEANING DECKS".
THE AVERAGE OVERLAY THICKNESS IS BASED ON THE MINIMUM OVERLAY THICKNESS PLUS 1/2-INCH TO ACCOUNT FOR VARIATIONS IN THE DECK SURFACE.
PREPARATION DECKS TYPE 1, PREPARATION DECKS TYPE 2, AND FULL-DEPTH DECK REPAIR AREAS ARE BASED ON THE PLANS AND AS DETERMINED BY THE ENGINEER. DECK PREPARATION AND FULL-DEPTH DECK REPAIRS SHALL BE FILLED WITH "CONCRETE MASONRY OVERLAY DECKS".
ANY EXCAVATION REQUIRED TO COMPLETE THE OVERLAY AT THE ABUTMENTS TO BE CONSIDERED INCIDENTAL TO THE BID ITEM "CONCRETE MASONRY OVERLAY DECKS".
PROFILE GRADE LINE SHALL BE DETERMINED IN THE FIELD BASED ON A MINIMUM OVERLAY THICKNESS OF 1 1/2" PLACED ABOVE THE DECK SURFACE AFTER "CLEANING DECKS". EXPECTED AVERAGE OVERLAY THICKNESS IS 2 1/2". IF EXPECTED AVERAGE OVERLAY THICKNESS IS EXCEEDED BY MORE THAN 1/2", CONTACT THE STRUCTURES DESIGN SECTION.
BAR STEEL REINFORCEMENT SHALL BE EMBEDDED 2" CLEAR UNLESS SHOWN OR NOTED OTHERWISE.
ALL CONCRETE REMOVAL NOT COVERED WITH A CONCRETE OVERLAY SHALL BE DEFINED BY A 1" DEEP SAW CUT.
ALL PREVIOUS PATCHES SHALL BE REMOVED UNDER THE BID ITEM "PREPARATION DECKS".
UTILIZE EXISTING BAR STEEL REINFORCEMENT WHERE SHOWN AND EXTEND 24 BAR DIAMETERS INTO NEW WORK.
JOINT FILLER SHALL CONFORM TO THE REQUIREMENTS OF A.A.S.H.T.O. DESIGNATION M 153, TYPE I, II OR III OR A.A.S.H.T.O. DESIGNATION M 213.
BEVEL EXPOSED EDGES OF CONCRETE 3/4" UNLESS NOTED OTHERWISE.
SEAL OVERLAY CONSTRUCTION JOINTS ACCORDING TO SECTION 502.3.13.1 OF THE STANDARD SPECIFICATIONS. COST INCIDENTAL TO BID ITEM "CONCRETE OVERLAY DECKS".
"CONCRETE SURFACE REPAIR" TO INCLUDE BUT NOT LIMITED TO ABUTMENTS, SIDEWALKS, AND EDGE OF DECK AS DIRECTED BY THE ENGINEER.

NO.	DATE	REVISION	BY
STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION			
STRUCTURE P-28-706			
DRAWN BY		CLP	PLANS CK'D.
TYPICAL SECTION, QUANTITIES & NOTES			SHEET 2 OF 2

ORIGINAL PLANS PREPARED BY
AYRES
3433 Oakwood Hills Parkway
Eau Claire, WI 54701
www.AyresAssociates.com

Emily McFarland

TO: MEMBERS OF THE COMMON COUNCIL

I would appreciate your consideration of the following appointments:

Airport Commission

Tom Klug- serving second six-year term ending September 2028

Thank you for your consideration.

Sincerely,



Emily McFarland
Mayor

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Payment due date = 09/20/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
4IMPRINT INC						
27001	4IMPRINT INC	23614878	MARKETING ITEMS CUPS/PEN	09/09/2022	486.13	22-55-12-25 MARKETING
Total 27001:					486.13	
AERKO ILLINOIS INC						
1155	AERKO ILLINOIS INC	2029	PEPPER SPRAY - PD	08/24/2022	907.65	01-52-11-60 CAPITAL OUTLAY
Total 1155:					907.65	
ALSCO INC						
1512	ALSCO INC	IMIL1836474	MATT SERVICE AT CITY HALL	09/02/2022	65.26	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1836474	SHIRTS AND COVERALLS MEC	09/02/2022	63.48	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1836474	COVERALLS STORM WATER T	09/02/2022	27.53	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1836474	COVERALL SERVICE FOR SOLI	09/02/2022	4.84	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					161.11	
1512	ALSCO INC	IMIL1838626	MATT SERVICE AT CITY HALL	09/09/2022	65.26	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1838626	SHIRTS AND COVERALLS MEC	09/09/2022	59.24	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1838626	COVERALLS STORM WATER T	09/09/2022	29.62	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1838626	COVERALL SERVICE FOR SOLI	09/09/2022	4.84	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					158.96	
APG OF SOUTHERN WISCONSIN						
1003	APG OF SOUTHERN WISCONSI	21309-0822	ADVERTISING IN MULTIPLE MAI	08/31/2022	10,719.33	12-50-05-05 ADVERTISING/PR
Total 1003:					10,719.33	
APPLICANTPRO						
552738	APPLICANTPRO	203612	APPLICANT PRO ANNUAL SUBS	09/02/2022	2,895.00	01-51-60-20 COMPUTER SUPPLIES/S
Total 552738:					2,895.00	
AT&T MOBILITY-FIRSTNET						
552664	AT&T MOBILITY-FIRSTNET	287303591659	PHONE-IT	08/23/2022	45.46	01-51-86-32 TELEPHONE
552664	AT&T MOBILITY-FIRSTNET	287303591659	PHONE-MAYOR	08/23/2022	45.46	01-51-31-32 TELEPHONE
Total 552664:					90.92	
AT&T-5080						
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - CITY H	09/07/2022	70.08	01-51-71-32 TELEPHONE
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - POLICE	09/07/2022	87.60	01-52-11-32 TELEPHONE
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - FIRE	09/07/2022	52.56	01-52-31-32 TELEPHONE AND CELLU
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - HEALT	09/07/2022	17.52	01-53-12-32 TELEPHONE
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - STREE	09/07/2022	52.56	01-54-21-32 TELEPHONE
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - TRAFFI	09/07/2022	17.52	01-54-24-30 ELECTRIC
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - SENIO	09/07/2022	35.04	01-55-20-32 TELEPHONE
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - AQ CE	09/07/2022	52.56	01-55-22-32 TELEPHONE
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - PARK S	09/07/2022	17.52	01-55-42-32 TELEPHONE

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - WW	09/07/2022	17.52	02-82-00-32 TELEPHONE
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - WATER	09/07/2022	52.56	03-99-21-18 SUPPLIES & EXPENSE
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - LIBRAR	09/07/2022	122.64	11-58-12-32 TELEPHONE
1013	AT&T-5080	920262402709	TELEPHONE SERVICE - SOLID	09/07/2022	35.04	17-58-17-32 TELEPHONE
1013	AT&T-5080	920262402709	JULY 8-AUG 7 - BILL ROUNDING	09/07/2022	.13	01-51-71-32 TELEPHONE
Total 1013:					630.85	
AXLEY BRYNELSON LLP						
1985	AXLEY BRYNELSON LLP	900267	INTERIM CITY ATTORNEY FEES	08/25/2022	100.50	01-51-62-40 SPECIAL LEGAL FEES
Total 1985:					100.50	
1985	AXLEY BRYNELSON LLP	900268	INTERIM CITY ATTORNEY FEES	08/25/2022	30.50	01-51-61-16 ADDITIONAL LEGAL EXP
1985	AXLEY BRYNELSON LLP	900268	INTERIM CITY ATTORNEY FEES	08/25/2022	326.00	01-51-62-40 SPECIAL LEGAL FEES
Total 1985:					356.50	
BADGER GRAPHIC SYSTEMS						
2031	BADGER GRAPHIC SYSTEMS	2326136	LASER UTILITY BILLS - WTR	09/02/2022	4,271.56	03-90-30-18 SUPPLIES-CUSTOMER R
Total 2031:					4,271.56	
BADGER WELDING SUPPLIES INC						
2043	BADGER WELDING SUPPLIES I	3727077	OXYGEN -FD	11/12/2876	99.70	01-52-31-54 EMS SUPPLIES
Total 2043:					99.70	
2043	BADGER WELDING SUPPLIES I	3729226	OXYGEN SEPT.-FD	08/31/2022	6.20	01-52-31-54 EMS SUPPLIES
Total 2043:					6.20	
BADGERLAND DISPOSAL						
553299	BADGERLAND DISPOSAL	0002728567	TRASH DISPOSAL AUGUST-AIR	07/31/2022	91.80	01-54-53-18 SUPPLIES & EXPENSE
Total 553299:					91.80	
BAYCOM INC						
552736	BAYCOM INC	39662	KIT & POWER SUPPLY CORD F	08/31/2022	61.50	01-52-31-26 RADIO MAINTENANCE
Total 552736:					61.50	
552736	BAYCOM INC	EQUIPINV_039	PD - RADIO SUPPLIES	08/31/2022	161.90	01-52-11-26 EQUIP. MAINTENANCE
Total 552736:					161.90	
BEAVER DAM COMMUNITY HOSPITALS INC						
552629	BEAVER DAM COMMUNITY HO	133200	DOT DRUG SCREEN LECHNER	08/01/2022	40.00	01-54-31-59 SAFETY EQUIPMENT
Total 552629:					40.00	
552629	BEAVER DAM COMMUNITY HO	133230	PD - DRUG SCREENING SAUTE	08/03/2022	36.00	01-52-11-17 OUTSIDE SERVICES
Total 552629:					36.00	
552629	BEAVER DAM COMMUNITY HO	133231	PD - DRUG SCREENING SCHNE	08/03/2022	36.00	01-52-11-17 OUTSIDE SERVICES

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 552629:					36.00	
552629	BEAVER DAM COMMUNITY HO	133329	PD - DRUG SCREENING OCHO	08/04/2022	36.00	01-52-11-17 OUTSIDE SERVICES
Total 552629:					36.00	
552629	BEAVER DAM COMMUNITY HO	133330	PD - DRUG SCREENING DABBS	08/04/2022	36.00	01-52-11-17 OUTSIDE SERVICES
Total 552629:					36.00	
552629	BEAVER DAM COMMUNITY HO	133376	PD - DRUG SCREENING POTER	08/09/2022	36.00	01-52-11-17 OUTSIDE SERVICES
Total 552629:					36.00	
552629	BEAVER DAM COMMUNITY HO	133641	DOT DRUG SCREENING L SAE	08/11/2022	40.00	01-54-31-59 SAFETY EQUIPMENT
Total 552629:					40.00	
BIANEW						
554381	BIANEW	090722	FIRE INSPECTOR CONFERENC	09/08/2022	85.00	01-52-31-48 TRAINING TUITION
Total 554381:					85.00	
BMI						
2018	BMI	44310822	RIVERFEST MUSIC LICENSING	09/02/2022	391.00	12-50-05-20 ENTERTAINMENT
Total 2018:					391.00	
BRANDON WOJNOWSKI						
23906	BRANDON WOJNOWSKI	082222	CONFERENCE TRAINING-FD	08/22/2022	1,240.65	01-52-31-48 TRAINING TUITION
Total 23906:					1,240.65	
BUSS ELECTRICAL CONTRACTING LLC						
2963	BUSS ELECTRICAL CONTRACTI	4229	MUNICIPAL BLD LOT LIGHT WIR	09/09/2022	824.00	16-58-16-46 EXCAVATE/REPAIR/INSTA
Total 2963:					824.00	
CAPITAL NEWSPAPERS						
3120	CAPITAL NEWSPAPERS	115132-1a	RIVERFEST ADVERTISING	08/13/2022	410.52	12-50-05-05 ADVERTISING/PR
Total 3120:					410.52	
3120	CAPITAL NEWSPAPERS	116555-1	RIVERFEST ADVERTISING	08/08/2022	131.70	12-50-05-05 ADVERTISING/PR
Total 3120:					131.70	
3120	CAPITAL NEWSPAPERS	116555-2	RIVERFEST ADVERTISING	08/08/2022	309.24	12-50-05-05 ADVERTISING/PR
Total 3120:					309.24	
3120	CAPITAL NEWSPAPERS	116555-3	RIVERFEST ADVERTISING	08/08/2022	826.56	12-50-05-05 ADVERTISING/PR
Total 3120:					826.56	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
CASPERS TRUCK EQUIPMENT INC						
3135	CASPERS TRUCK EQUIPMENT I	0054159-IN	SPRINGS FOR STREET VEHICL	09/09/2022	702.89	01-54-11-20 REPAIRS
Total 3135:					702.89	
3135	CASPERS TRUCK EQUIPMENT I	090622	DUMP BODY(2) 25% DEPOSIT	09/06/2022	14,667.50	01-54-11-20 REPAIRS
Total 3135:					14,667.50	
CEDAR VALLEY						
554380	CEDAR VALLEY	77476	CARING CRAFTER RETREAT	08/23/2022	730.00	01-58-11-07 SR. CENTER FUNDRAISI
Total 554380:					730.00	
CENTURYLINK						
3301	CENTURYLINK	601100918	PHONE SERVICE - LONG DISTA	09/01/2022	16.41	01-51-71-32 TELEPHONE
Total 3301:					16.41	
CHAD BUTZINE						
2989	CHAD BUTZINE	082222	TRAINING CONFERENCE-FD	08/22/2022	1,082.79	01-52-31-48 TRAINING TUITION
Total 2989:					1,082.79	
CONSTRUCTION FABRICS & MATERIALS CORP						
3755	CONSTRUCTION FABRICS & MA	201676	INLET LOGS, BAGS AND FILTER	08/23/2022	1,745.00	16-58-16-46 EXCAVATE/REPAIR/INSTA
3755	CONSTRUCTION FABRICS & MA	201676	SKAPS FOR SIDEWALKS - STR	08/23/2022	2,580.00	05-58-11-73 SIDEWALK
Total 3755:					4,325.00	
3755	CONSTRUCTION FABRICS & MA	201735	SILT SOCKS - STORM	08/26/2022	432.00	16-58-16-46 EXCAVATE/REPAIR/INSTA
Total 3755:					432.00	
CONVERGENT SOLUTIONS INC						
3762	CONVERGENT SOLUTIONS INC	54219	EMERGENCY DISPATCH-IT	08/23/2022	251.83	01-51-86-11 CONTRACTED IT SUPPO
Total 3762:					251.83	
CORNERSTONE ENVIRONMENTAL GROUP LLC						
3785	CORNERSTONE ENVIRONMEN	51944507	BOOMER ST LANDFILL MONITO	09/01/2022	2,010.65	17-58-17-26 OLD LANDFILL EXPENSE
Total 3785:					2,010.65	
CORPORATE BUSINESS SYSTEMS						
3793	CORPORATE BUSINESS SYSTE	32270777	COPIER LEASE FEE	08/22/2022	57.50	01-54-21-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	32270777	COPIER LEASE FEE	08/22/2022	57.50	17-58-17-18 SUPPLIES
Total 3793:					115.00	
3793	CORPORATE BUSINESS SYSTE	32306325	COPIER LEASE FEE HR	08/26/2022	100.80	01-51-60-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	32306325	COPIER LEASE FEE IT	08/26/2022	14.40	01-51-86-18 IT SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	32306325	COPIER LEASE FEE MAYOR	08/26/2022	14.40	01-51-31-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	32306325	COPIER LEASE FEE SIDC	08/26/2022	14.40	60-51-05-18 SUPPLIES SIDC COORD
Total 3793:					144.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
3793	CORPORATE BUSINESS SYSTE	32334765	COPIER LEASE FEE-CA	08/30/2022	142.40	01-51-61-18 SUPPLIES & EXPENSE
Total 3793:					142.40	
3794	CORPORATE BUSINESS SYSTE	325728	COPIER OVR COUNT FEE	09/01/2022	15.20	01-54-21-18 SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	325728	COPIER OVR COUNT FEE	09/01/2022	15.19	17-58-17-18 SUPPLIES
Total 3794:					30.39	
3794	CORPORATE BUSINESS SYSTE	326025	COPIER MAINT FEE-HR	09/07/2022	15.22	01-51-60-18 SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	326025	COPIER MAINT FEE-MAYOR	09/07/2022	17.79	01-51-86-18 IT SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	326025	COPIER MAINT FEE-IT	09/07/2022	.30	01-51-31-18 SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	326025	COPIER MAINT FEE-SIDC	09/07/2022	4.11	60-51-05-18 SUPPLIES SIDC COORD
Total 3794:					37.42	
DIGICORP INC						
4468	DIGICORP INC	342842	MS OFFICE 365 APPS-ADMIN S	08/22/2022	1,228.50	01-51-86-44 SOFTWARE SUPPORT/S
Total 4468:					1,228.50	
DODGE COUNTY TREASURER						
4565	DODGE COUNTY TREASURER	083122	2022 DOG LICENSES JUN-AUG	09/14/2022	122.50	01-43-11-32 DOG LICENSES
Total 4565:					122.50	
EMERGENCY STARTING & TOWING LLC						
5560	EMERGENCY STARTING & TOW	31561	TOWING SERVICES	06/20/2022	90.00	16-58-16-22 MAINTENANCE
Total 5560:					90.00	
5560	EMERGENCY STARTING & TOW	31564	TOWING SERVICES	06/20/2022	90.00	16-58-16-22 MAINTENANCE
Total 5560:					90.00	
5560	EMERGENCY STARTING & TOW	31633	TOWING-PARKS	07/15/2022	90.00	01-55-41-42 EQUIPMENT REPAIRS
Total 5560:					90.00	
5560	EMERGENCY STARTING & TOW	31848	TOWING-POLICE	09/09/2022	90.00	01-52-11-49 TOWING
Total 5560:					90.00	
EMS INDUSTRIAL INC						
5578	EMS INDUSTRIAL INC	902681	HVAC BLOWER BELTS-PLANT B	08/31/2022	253.54	02-83-10-40 GENERAL PLANT STRUC
Total 5578:					253.54	
ENVIROTECH EQUIPMENT						
5635	ENVIROTECH EQUIPMENT	22-0019661	STREET SWEEPER PARTS	09/09/2022	185.95	16-58-16-22 MAINTENANCE
Total 5635:					185.95	
EWALD'S HARTFORD FORD LLC						
5890	EWALD'S HARTFORD FORD LL	42378	ENVIRO - 2022 FORD ESCAPE -	09/09/2022	24,825.50	14-53-13-60 CAPITAL OUTLAY

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 5890:					24,825.50	
EZ PROMOTION & APPAREL LLC						
554285	EZ PROMOTION & APPAREL LL	7231105	FALL SOCCER SHIRTS	08/24/2022	3,773.38	01-55-21-18 SUPPLIES & EXPENSE
Total 554285:					3,773.38	
554285	EZ PROMOTION & APPAREL LL	7452811	FLAG FOOTBALL SHIRTS	09/07/2022	812.00	01-55-21-18 SUPPLIES & EXPENSE
Total 554285:					812.00	
FEILS CATERING						
6093	FEILS CATERING	1220831	BIRTHDAY MEALS-SR CENTER	08/04/2022	63.60	01-58-11-07 SR. CENTER FUNDRAISI
Total 6093:					63.60	
HACH COMPANY						
8060	HACH COMPANY	13214074	CHLORINE ANALYZER REAGEN	08/26/2022	573.57	03-64-41-40 OPERATION CHEMICALS
Total 8060:					573.57	
8060	HACH COMPANY	13217729	WATER TESTING REAGENTS &	08/26/2022	921.31	03-64-41-40 OPERATION CHEMICALS
Total 8060:					921.31	
HEAVY DUTY RADIATOR INC						
554359	HEAVY DUTY RADIATOR INC	31317	RADIATOR RECORE	09/02/2022	713.17	01-54-11-20 REPAIRS
Total 554359:					713.17	
HIGGINS AUTO REPAIR INC						
8458	HIGGINS AUTO REPAIR INC	22-11233	TOWING-POLICE	08/30/2022	90.00	01-52-11-49 TOWING
Total 8458:					90.00	
HYDROCORP						
8994	HYDROCORP	0068594-IN	CROSS CONNECTION PROGRA	08/31/2022	1,207.00	03-99-23-18 OUTSIDE SERVICES EXP
Total 8994:					1,207.00	
J&M PEST CONTROL LLC						
554382	J&M PEST CONTROL LLC	25294	AIRPORT PESTER REMOVAL	08/07/2022	200.00	01-54-53-18 SUPPLIES & EXPENSE
Total 554382:					200.00	
JANI-KING OF MILWAUKEE						
10100	JANI-KING OF MILWAUKEE	MIL09220174	CLEANING SERVICE AT AIRPOR	09/01/2022	642.75	01-54-53-18 SUPPLIES & EXPENSE
Total 10100:					642.75	
JEFFERSON COUNTY TREASURER						
10295	JEFFERSON COUNTY TREASU	083122	2022 DOG LICENSES JUN-AUG	09/14/2022	329.50	01-43-11-32 DOG LICENSES
Total 10295:					329.50	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
JEFFERSON FIRE AND SAFETY INC						
10300	JEFFERSON FIRE AND SAFETY	IN142643	POWER LOAD INSTALLATION I	07/27/2022	968.00	24-52-31-70 FIRE DEPT CAPITAL EXP
	Total 10300:				968.00	
10300	JEFFERSON FIRE AND SAFETY	IN143374	REFUND FOR HEX ARMOR-FIR	08/16/2022	469.00-	01-58-11-05 FIRE 2% DUES
	Total 10300:				469.00-	
10300	JEFFERSON FIRE AND SAFETY	IN143378	EXTRICATION GLOVES-FD	08/16/2022	56.95	01-58-11-05 FIRE 2% DUES
	Total 10300:				56.95	
JESUS ARTZ & PRODUCTIONS LLC						
552517	JESUS ARTZ & PRODUCTIONS	2686	PD - UNIFORMS	09/03/2022	187.50	01-52-11-54 UNIFORM ALLOWANCE
	Total 552517:				187.50	
JOHNSON CONTROLS						
10500	JOHNSON CONTROLS	23114896	MUNI BLDG - FIRE ALARM SER	09/01/2022	3,672.65	01-51-71-26 MAINTENANCE CONTRA
	Total 10500:				3,672.65	
JX ENTERPRISES INC						
1094	JX ENTERPRISES INC	13170638P	SOLID WASTE VEHICLE #20 SE	09/12/2022	102.81	17-58-17-20 REPAIRS
	Total 1094:				102.81	
1094	JX ENTERPRISES INC	13170757P	SOLID WASTE VEHICLE #19 SE	09/12/2022	1,281.77	17-58-17-20 REPAIRS
	Total 1094:				1,281.77	
KATHERINE GATLIN						
7141	KATHERINE GATLIN	91322	REC CONTRACT DANCE INSTR	09/13/2022	3,052.80	01-55-21-17 CONTRACTED SPORTS
	Total 7141:				3,052.80	
KOPLIN EXCAVATING & GRADING INC						
11624	KOPLIN EXCAVATING & GRADI	124574	STREET STONES	08/31/2022	1,848.14	16-58-16-46 EXCAVATE/REPAIR/INSTA
	Total 11624:				1,848.14	
KWIK TRIP EXTENDED NETWORK						
11971	KWIK TRIP EXTENDED NETWO	NP62843422	PD - CAR WASH/FUEL	09/05/2022	61.90	01-52-11-40 FUEL
	Total 11971:				61.90	
LAFORCE						
12028	LAFORCE	00002450FT	YEARLY FRONT DOOR SERVIC	09/01/2022	536.00	01-55-24-17 CONTRACT SERVICES
	Total 12028:				536.00	
12028	LAFORCE	1199715	HANDLE(2)-PLANT DOOR RPR -	08/23/2022	151.00	02-83-10-40 GENERAL PLANT STRUC
	Total 12028:				151.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
LANGE ENTERPRISES						
12110	LANGE ENTERPRISES	81423	CANTILEVER BRACKETS	09/09/2022	125.70	01-54-41-18 SUPPLIES & EXPENSE
Total 12110:					125.70	
LYCON INC						
553951	LYCON INC	0968511-IN	STREETS CONCRETE-JONES S	09/11/2022	3,261.50	16-58-16-46 EXCAVATE/REPAIR/INSTA
Total 553951:					3,261.50	
MAAS BROS CONSTRUCTION CO						
13028	MAAS BROS CONSTRUCTION	22120-00005	RDA TOWN SQUARE	08/31/2022	656,421.97	05-95-11-70 RDA TOWN SQUARE
Total 13028:					656,421.97	
MACQUEEN EQUIPMENT						
13035	MACQUEEN EQUIPMENT	5675	ANNUAL SCBA /MASK FLOWTE	08/31/2022	2,826.70	01-52-31-59 SAFETY EQUIPMENT TE
Total 13035:					2,826.70	
MENARDS INC						
13384	MENARDS INC	37964	WAC TORCH KIT, GAS CAN, PR	08/26/2022	99.45	01-55-22-20 REPAIRS
Total 13384:					99.45	
MICHAEL HOYT						
8710	MICHAEL HOYT	090722	PD - EMP REIMBURSEMENT - T	09/07/2022	34.00	01-52-11-56 TRAINING
Total 8710:					34.00	
MICHELS CORPORATION						
13415	MICHELS CORPORATION	438011	SIDEWALK 3" CLEAR STONE	09/03/2022	464.31	05-58-11-73 SIDEWALK
Total 13415:					464.31	
MID-STATE EQUIPMENT						
13424	MID-STATE EQUIPMENT	D35223	JOHN DEERE TRACTOR CABIN	08/30/2022	91.44	01-54-53-18 SUPPLIES & EXPENSE
Total 13424:					91.44	
13424	MID-STATE EQUIPMENT	D35737	WING SCREW & NUT	09/06/2022	4.49	01-54-53-18 SUPPLIES & EXPENSE
Total 13424:					4.49	
ORGANIZATION DEVELOPMENT CONSULTANTS INC						
15684	ORGANIZATION DEVELOPMEN	13551	PD - EMPL EXAM - SCHNEEWEI	08/18/2022	700.00	01-52-11-17 OUTSIDE SERVICES
15684	ORGANIZATION DEVELOPMEN	13551	PD - EMPL EXAM - SAUTER	08/18/2022	700.00	01-52-11-17 OUTSIDE SERVICES
Total 15684:					1,400.00	
15684	ORGANIZATION DEVELOPMEN	13564	PD - EMPL EXAM - CAUCUTT	08/31/2022	600.00	01-52-11-17 OUTSIDE SERVICES
Total 15684:					600.00	
PASSENGER TRANSIT INC						
16165	PASSENGER TRANSIT INC	1174	CAB SERVICE-REVENUE	09/08/2022	25,895.00-	13-42-73-75 CAB REVENUE
16165	PASSENGER TRANSIT INC	1174	CAB SERVICE-EXPENSE	09/08/2022	65,117.73	13-57-11-46 PURCHASED TRANSPOR

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 16165:					39,222.73	
PAULI PLUMBING INC						
16173	PAULI PLUMBING INC	110277	URINAL REPAIR - FIRE	08/22/2022	148.50	01-51-71-26 MAINTENANCE CONTRA
Total 16173:					148.50	
PHOENIX CONSULTING INC						
16371	PHOENIX CONSULTING INC	2090202	NEW HARD DRIVE-SCADA SER	09/02/2022	295.00	02-85-00-60 COMPUTER MAINTENAN
Total 16371:					295.00	
PROTANIC INC						
16846	PROTANIC INC	203616	ENV COMPLIANCE	08/31/2022	770.00	01-54-53-18 SUPPLIES & EXPENSE
Total 16846:					770.00	
R&R INSURANCE SERVICES INC						
18005	R&R INSURANCE SERVICES IN	0900065389	INSURANCE COVERAGE-WOR	09/01/2022	26,968.00	01-51-94-46 WORKMAN'S COMPENS
Total 18005:					26,968.00	
18005	R&R INSURANCE SERVICES IN	14291	INSURANCE COVERAGE-LIABIL	09/01/2022	17,204.00	01-51-94-40 PUBLIC LIABILITY
Total 18005:					17,204.00	
RHYME BUSINESS PRODUCTS						
4092	RHYME BUSINESS PRODUCTS	32340996	PD - COPIER MAINT	08/31/2022	602.24	01-52-11-20 MAINTENANCE CONTRA
Total 4092:					602.24	
4092	RHYME BUSINESS PRODUCTS	32340997	COPIER MAINT FEE-	08/31/2022	249.96	01-54-10-26 MAINTENANCE CONTRA
Total 4092:					249.96	
RICHTER HEATING & AC INC						
18503	RICHTER HEATING & AC INC	19369	FURNACE REPAIRS SR CTR	09/01/2022	405.59	01-55-24-20 REPAIRS
Total 18503:					405.59	
RICOH USA INC						
18509	RICOH USA INC	5065374304	COPIER CONTRACT-SR CTR	08/21/2022	116.59	01-55-24-17 CONTRACT SERVICES
Total 18509:					116.59	
RIVER CITY VENDING						
554376	RIVER CITY VENDING	092222 RCV	VENDING SNACKS	09/22/2022	40.00	01-51-95-52 EMPLOYEE APPRECIATI
Total 554376:					40.00	
ROBERT E LEE & ASSOCIATES						
12297	ROBERT E LEE & ASSOCIATES	82633	PROJ 15364083 4TH ST. RESUR	08/29/2022	36,815.00	05-58-11-69 STREETS
Total 12297:					36,815.00	
12297	ROBERT E LEE & ASSOCIATES	82634	PROJECT 15364084-STH 19 SA	08/29/2022	5,574.04	02-97-30-11 SEWER REHABILITATION

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 12297:					5,574.04	
12297	ROBERT E LEE & ASSOCIATES	82635	PROJECT 15364085 4TH ST WT	08/29/2022	5,562.00	03-99-99-99 CAPITAL OUTLAY
Total 12297:					5,562.00	
RYAN IWAMOTO						
554377	RYAN IWAMOTO	082222	TRAINING CONFERENCE-FD	08/22/2022	964.96	01-52-31-48 TRAINING TUITION
Total 554377:					964.96	
SABEL MECHANICAL LLC						
554385	SABEL MECHANICAL LLC	220614	PUMP REHAB/MAINT - WW	08/30/2022	4,301.97	02-97-30-12 REPAIR OR REPLACE
Total 554385:					4,301.97	
554385	SABEL MECHANICAL LLC	220617	FIRST WEMPCO PUMP REHAB/	08/30/2022	4,245.28	02-97-30-12 REPAIR OR REPLACE
Total 554385:					4,245.28	
SANOPI PASTEUR INC						
19115	SANOPI PASTEUR INC	919129633	HEALTH- FLUZONE VACCINE 50	08/31/2022	2,879.66	01-53-12-42 VACCINATIONS
Total 19115:					2,879.66	
19115	SANOPI PASTEUR INC	919169352	HEALTH- FLUZONE VACCINE U	09/06/2022	1,000.91	01-53-12-42 VACCINATIONS
Total 19115:					1,000.91	
SCHINDLER ELEVATOR CORP						
19271	SCHINDLER ELEVATOR CORP	8106038373	MUNI BLDG - ELEVATOR CONT	09/01/2022	702.45	01-55-24-17 CONTRACT SERVICES
19271	SCHINDLER ELEVATOR CORP	8106038373	MUNI BLDG - ELEVATOR CONT	09/01/2022	1,404.89	01-51-71-26 MAINTENANCE CONTRA
Total 19271:					2,107.34	
SCOTT BLASING						
52377	SCOTT BLASING	4076	SAFETY SHOE REIMBURSEME	09/02/2022	99.12	02-82-00-18 SUPPLIES & EXPENSE
Total 52377:					99.12	
SHERWIN WILLIAMS						
19523	SHERWIN WILLIAMS	8967-1	STRAINER	09/09/2022	33.97	01-54-24-20 REPAIRS
Total 19523:					33.97	
SILVER LAKE AUTO & TIRE CENTER						
19572	SILVER LAKE AUTO & TIRE CEN	P-25294	TOWING-PD	09/08/2022	132.00	01-52-11-49 TOWING
Total 19572:					132.00	
STEVEN CHESEBRO						
554202	STEVEN CHESEBRO	08162022	MILEAGE REIMBURSEMENT-CA	08/16/2022	42.75	01-51-61-24 TRAVEL
Total 554202:					42.75	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
TIRE-RIFIK INC						
20560	TIRE-RIFIK INC	1271048	EXPLORER WHEEL BEARING R	08/24/2022	459.10	01-52-31-42 APPARATUS MAINTENAN
Total 20560:					459.10	
TOP PACK DEFENSE LLC						
552646	TOP PACK DEFENSE LLC	8974	PD - BALLISTIC VEST - POTERA	09/02/2022	700.00	01-52-11-54 UNIFORM ALLOWANCE
Total 552646:					700.00	
TOTAL MECHANICAL INC						
20792	TOTAL MECHANICAL INC	2207560	MUNI BLDG - SPLIT SYSTEM RE	08/16/2022	1,135.46	01-51-71-20 REPAIRS
Total 20792:					1,135.46	
TRITECH SOFTWARE SYSTEMS						
20825	TRITECH SOFTWARE SYSTEM	362542	SOFTWARE SUBSCRIPTION-FI	09/01/2022	460.00	01-52-31-56 EMS BILLING EXPENSE
Total 20825:					460.00	
UNILOCK CHICAGO INC						
554185	UNILOCK CHICAGO INC	SIN2513803	SIDEWALK PISA 2 XL SIERRA	09/06/2022	2,091.84	05-58-11-73 SIDEWALK
Total 554185:					2,091.84	
UNITED ELECTRIC INC						
21526	UNITED ELECTRIC INC	76897	RIVERFEST WIRING INSALLATI	08/31/2022	9,274.36	12-50-05-15 ELECTRICAL
Total 21526:					9,274.36	
UNITED INDUSTRIAL AUTOMATION						
21496	UNITED INDUSTRIAL AUTOMATI	1715	CENTRIFUGE 1 VFD/PROGRAM	08/31/2022	910.00	02-85-00-20 OUTSIDE SERVICES EM
Total 21496:					910.00	
US POSTAL SERVICE						
21521	US POSTAL SERVICE	LB09122022	REFILL POSTAGE MACHINE - W	09/12/2022	2,000.00	03-99-21-18 SUPPLIES & EXPENSE
Total 21521:					2,000.00	
US POSTAL SERVICE-WATERTOWN						
21522	US POSTAL SERVICE-WATERT	2022 PO BOX	PO BOX RENTAL-PARADES	09/01/2022	166.00	01-58-11-09 4TH OF JULY PARADE
Total 21522:					166.00	
21522	US POSTAL SERVICE-WATERT	SF090122	PRE-PMT FOR MAILING WATER	09/08/2022	2,500.00	03-90-30-18 SUPPLIES-CUSTOMER R
Total 21522:					2,500.00	
USIC LOCATING SERVICES LLC						
553098	USIC LOCATING SERVICES LLC	533964	DIGGERS HOTLINE TICKET LO	08/31/2022	52.60	01-54-31-18 SUPPLIES & EXPENSE
553098	USIC LOCATING SERVICES LLC	533964	DIGGERS HOTLINE TICKET LO	08/31/2022	1,781.54	16-58-16-32 DIGGER'S LOCATE FEES
553098	USIC LOCATING SERVICES LLC	533964	DIGGERS HOTLINE TICKET LO	08/31/2022	1,781.55	03-99-23-18 OUTSIDE SERVICES EXP
553098	USIC LOCATING SERVICES LLC	533964	DIGGERS HOTLINE TICKET LO	08/31/2022	1,781.55	02-85-00-20 OUTSIDE SERVICES EM
Total 553098:					5,397.24	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
VET PEST CONTROL LLC						
554266	VET PEST CONTROL LLC	0005	PARK PEST CONTROL	07/25/2022	65.00	01-55-41-18 SUPPLIES & EXPENSE
	Total 554266:				65.00	
554266	VET PEST CONTROL LLC	0051	MONTHLY PEST CONTROL	09/01/2022	90.00	01-54-12-18 SUPPLIES & EXPENSE
	Total 554266:				90.00	
554266	VET PEST CONTROL LLC	0052	PARK PEST CONTROL	09/01/2022	65.00	01-55-41-18 SUPPLIES & EXPENSE
	Total 554266:				65.00	
554266	VET PEST CONTROL LLC	0053	PARK PEST CONTROL	09/01/2022	80.00	01-55-41-18 SUPPLIES & EXPENSE
	Total 554266:				80.00	
WATER WELL INVESTMENTS LLC						
23121	WATER WELL INVESTMENTS LL	WI22-08-122	HIGH LIFT PUMPS-WTP-WELL 7	08/30/2022	15,100.00	03-99-99-98 CAPITAL OUTLAY ITEMS
	Total 23121:				15,100.00	
WATERTOWN HUMANE SOCIETY						
23200	WATERTOWN HUMANE SOCIET	04 2022	4TH QTR CONTRACT-2022	08/31/2022	15,250.00	01-53-14-18 HUMANE SOCIETY CONT
	Total 23200:				15,250.00	
WATERTOWN MAIN STREET PROGRAM						
23221	WATERTOWN MAIN STREET PR	091322	2022 CONTRACT QTR 4	09/13/2022	7,500.00	01-51-31-51 MAIN STREET PGM CON
	Total 23221:				7,500.00	
WATERTOWN MEDICAL CENTER LLC						
23400	WATERTOWN MEDICAL CENTE	083122 OHSO	DRUG SCREEN NEW HIRE- LIB	09/02/2022	40.00	11-58-12-18 SUPPLIES
	Total 23400:				40.00	
23400	WATERTOWN MEDICAL CENTE	DABBS 08042	PD - OHS - DRUG SCREEN	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	DABBS 08042	PD - OHS - NDOT PHY	09/02/2022	150.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	DABBS 08042	PD - OHS - AUDIOGRAM	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	DABBS 08042	PD - OHS - TITMUS VISION	09/02/2022	50.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	DABBS 08042	PD - OHS - EKG	09/02/2022	125.00	01-52-11-17 OUTSIDE SERVICES
	Total 23400:				385.00	
23400	WATERTOWN MEDICAL CENTE	LECHNER DA	DRUG SCREEN COLLECTION L	09/02/2022	30.00	01-54-31-59 SAFETY EQUIPMENT
	Total 23400:				30.00	
23400	WATERTOWN MEDICAL CENTE	OCHOA 08042	PD - OHS - DRUG SCREEN	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	OCHOA 08042	PD - OHS - NDOT PHYS	09/02/2022	150.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	OCHOA 08042	PD - OHS - AUDIOGRAM	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	OCHOA 08042	PD - OHS - TITMUS VISION	09/02/2022	50.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	OCHOA 08042	PD - OHS - EKG	09/02/2022	125.00	01-52-11-17 OUTSIDE SERVICES
	Total 23400:				385.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
23400	WATERTOWN MEDICAL CENTE	POTERASKE 0	PD - OHS - DRUG SCREEN	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	POTERASKE 0	PD - OHS - NDOT PHYS	09/02/2022	150.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	POTERASKE 0	PD - OHS - AUDIOGRAM	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	POTERASKE 0	PD - OHS - TITMUS VISION	09/02/2022	50.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	POTERASKE 0	PD - OHS - EKG	09/02/2022	125.00	01-52-11-17 OUTSIDE SERVICES
Total 23400:					385.00	
23400	WATERTOWN MEDICAL CENTE	SAEGER LUC	DRUG SCREEN COLLECTION	09/02/2022	75.00	01-54-31-59 SAFETY EQUIPMENT
Total 23400:					75.00	
23400	WATERTOWN MEDICAL CENTE	SAUTER 0803	PD - OHS - DRUG SCREEN	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	SAUTER 0803	PD - OHS - NDOT PHYS	09/02/2022	150.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	SAUTER 0803	PD - OHS - AUDIOGRAM	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	SAUTER 0803	PD - OHS - TITMUS VISION	09/02/2022	50.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	SAUTER 0803	PD - OHS - EKG	09/02/2022	125.00	01-52-11-17 OUTSIDE SERVICES
Total 23400:					385.00	
23400	WATERTOWN MEDICAL CENTE	SCHNEEWEIS	PD - OHS - DRUG SCREEN	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	SCHNEEWEIS	PD - OHS - NDOT PHY	09/02/2022	150.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	SCHNEEWEIS	PD - OHS - AUDIOGRAM	09/02/2022	30.00	01-52-11-17 OUTSIDE SERVICES
23400	WATERTOWN MEDICAL CENTE	SCHNEEWEIS	PD - OHS - TITMUS VISION	09/02/2022	50.00	01-52-11-17 OUTSIDE SERVICES
Total 23400:					260.00	
WELDERS SUPPLY COMPANY						
23581	WELDERS SUPPLY COMPANY	10308961	WELDING SUPPLIES FOR MAIN	08/31/2022	37.75	01-54-11-20 REPAIRS
Total 23581:					37.75	
WI DEPT OF FINANCIAL INSTITUTIONS						
23717	WI DEPT OF FINANCIAL INSTIT	NOTARY BON	NOTARY RENEWAL	09/14/2022	20.00	01-52-11-17 OUTSIDE SERVICES
Total 23717:					20.00	
23717	WI DEPT OF FINANCIAL INSTIT	NOTARY BON	NOTARY RENEWAL	09/14/2022	20.00	01-52-11-17 OUTSIDE SERVICES
Total 23717:					20.00	
23717	WI DEPT OF FINANCIAL INSTIT	NOTARY REN	NOTARY RENEWAL	09/14/2022	20.00	01-52-11-17 OUTSIDE SERVICES
Total 23717:					20.00	
WI DEPT OF TRANSPORTATION						
23795	WI DEPT OF TRANSPORTATION	395-00002726	PROJ ID 39539970000 N 2ND ST	08/01/2022	86.06	05-58-11-58 N. 2ND ST BRIDGE
Total 23795:					86.06	
23795	WI DEPT OF TRANSPORTATION	395-00002760	N FOURTH STREET BRIDGE	09/01/2022	1,842.70	05-58-11-69 STREETS
Total 23795:					1,842.70	
WISCONSIN AVIATION INC						
23646	WISCONSIN AVIATION INC	RYV22-189224	AIRPORT SUPPLIES	08/31/2022	806.99	01-54-53-18 SUPPLIES & EXPENSE
23646	WISCONSIN AVIATION INC	RYV22-189224	WAMA CONF	08/31/2022	250.00	01-54-53-24 TRAVEL

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
23646	WISCONSIN AVIATION INC	RYV22-189224	AIRPORT FUEL	08/31/2022	882.38	01-54-53-28 FUEL
23646	WISCONSIN AVIATION INC	RYV22-189224	AIRPORT ELECTRIC	08/31/2022	102.71	01-54-53-30 ELECTRIC
23646	WISCONSIN AVIATION INC	RYV22-189224	AIRPORT DAILY LIGHT CHECKS	08/31/2022	120.21	01-54-53-38 NAVIGATIONAL AIDS
Total 23646:					2,162.29	
23646	WISCONSIN AVIATION INC	RYV22-189584	AIRPORT MANAGER FEES-AUG	08/31/2022	4,536.00	01-54-53-10 AIRPORT MANAGERS FE
Total 23646:					4,536.00	
23646	WISCONSIN AVIATION INC	RYV22-189843	AIRPORT DAILY LIGHT CHECKS	08/31/2022	420.00	01-54-53-38 NAVIGATIONAL AIDS
23646	WISCONSIN AVIATION INC	RYV22-189843	AIRPORT REPAIRS	08/31/2022	210.00	01-54-53-20 REPAIRS
23646	WISCONSIN AVIATION INC	RYV22-189843	AIRPORT REPAIRS	08/31/2022	168.00	01-54-53-18 SUPPLIES & EXPENSE
23646	WISCONSIN AVIATION INC	RYV22-189843	AIRPORT MOWING	08/31/2022	3,024.00	01-54-53-36 MOWING
Total 23646:					3,822.00	
23646	WISCONSIN AVIATION INC	RYV22-189891	AIRPORT UTILITIES	08/31/2022	16.97	01-54-53-30 ELECTRIC
Total 23646:					16.97	
WISCONSIN RAPIDS FIRE DEPARTMENT						
554375	WISCONSIN RAPIDS FIRE DEPA	091322	BUTLER AND BUTZINE REGIST	09/13/2022	50.00	01-52-31-48 TRAINING TUITION
Total 554375:					50.00	
WOLF PAVING COMPANY INC						
23910	WOLF PAVING COMPANY INC	PROJ 5-22 AP	PROJ 5-22 BITUMINOUS SURFA	09/07/2022	2,069.83	02-97-30-11 SEWER REHABILITATION
23910	WOLF PAVING COMPANY INC	PROJ 5-22 AP	PROJ 5-22 BITUMINOUS SURFA	09/07/2022	17,668.27	03-99-99-99 CAPITAL OUTLAY
23910	WOLF PAVING COMPANY INC	PROJ 5-22 AP	PROJ 5-22 BITUMINOUS SURFA	09/07/2022	477,735.84	05-58-11-69 STREETS
23910	WOLF PAVING COMPANY INC	PROJ 5-22 AP	PROJ 5-22 BITUMINOUS SURFA	09/07/2022	4,781.53	16-58-16-39 STREET REPAIRS
Total 23910:					502,255.47	
23910	WOLF PAVING COMPANY INC	PROJ 5-22 App	PROJ 5-22 BITUMINOUS SURFA	09/06/2022	121,210.53	05-58-11-69 STREETS
Total 23910:					121,210.53	
WOLFF PACK APPAREL & PROMOTIONS						
23904	WOLFF PACK APPAREL & PRO	2345	NEW EMPLOYEE SHIRT-PD	09/03/2022	26.50	01-52-11-17 OUTSIDE SERVICES
23904	WOLFF PACK APPAREL & PRO	2345	NEW EMPLOYEE SHIRT-PD	09/03/2022	26.50	01-52-11-17 OUTSIDE SERVICES
23904	WOLFF PACK APPAREL & PRO	2345	NEW EMPLOYEE SHIRT-P&R	09/03/2022	26.50	01-55-20-18 SUPPLIES & EXPENSE
23904	WOLFF PACK APPAREL & PRO	2345	NEW EMPLOYEE SHIRT-PD	09/03/2022	12.99	01-52-11-17 OUTSIDE SERVICES
23904	WOLFF PACK APPAREL & PRO	2345	NEW EMPLOYEE SHIRT-	09/03/2022	9.88	17-58-17-18 SUPPLIES
Total 23904:					102.37	
Grand Totals:					1,614,601.66	

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 = 09/20/2022

CITY OF WATERTOWN

Cash & Investment Summary

08/31/22

Available Cash on Hand		
8/1/2022	\$	3,003,740.59
August Receipts	\$	6,163,454.34
Total Cash	\$	9,167,194.93
Disbursements		
Total Disbursements	\$	(11,314,918.83)
TOTAL AVAILABLE CASH	\$	(2,147,723.90)
Cash on Hand (in bank) 8/31/2022	\$	592,804.20
Less Outstanding Checks	\$	(2,740,528.10)
TOTAL AVAILABLE CASH	\$	(2,147,723.90)

Total Invested Funds:		
Local Government Investment Pool	\$	29,743,989.57
Ehlers Investment Partners	\$	11,252,366.26
TOTAL INVESTED FUNDS	\$	40,996,355.83

Breakdown:		
General	\$	10,180,378.06
Capital Projects	\$	4,863,057.07
Library	\$	460,021.04
TID #4	\$	3,115,602.49
TID #5	\$	1,062,465.92
ARPA	\$	2,192,220.61
Developer Park Fees	\$	155,988.38
Riverfest	\$	22,885.47
Envrionmental Health	\$	757,737.29
Wastewater Utility	\$	7,876,472.30
Water Utility	\$	6,329,888.06
Storm Water Utility	\$	3,349,489.81
Solid Waste	\$	630,149.33
TOTAL INVESTED FUNDS	\$	40,996,355.83

Interest YTD (net of fees)		
Local Government Investment Pool	\$	146,442.17
Ehler's (does not include market depreciation/appreciation)	\$	143,535.13
TOTAL INTEREST YTD (all funds)	\$	289,977.30

September 19, 2022

TO: Members of the Common Council

The following applications have been recommended for *denial* by the Licensing Board:

Application for operator license: Kiesha Demetropoulos. Category I denial.

Any applicant who has been convicted of, released from incarceration in a federal or state prison system or a county jail, or released from parole or probation status for an offense substantially related to the license sought within the last ten (10) years (Exception: a statutory Class A felony conviction may be considered a lifetime disqualifier) will not be eligible for a license. Such offenses include, but are not limited to the following:

- a. Violent offenses against the person of another, including but not limited to homicide, aggravated battery, sexual assault, injury by negligent use of a weapon, injury by negligent use of a vehicle, or injury by intoxicated use of a vehicle.*
- b. Offenses involving cooperation with law enforcement officials including but not limited to, any offense of false alarms, obstructing a police officer, harassment of a police officer, resisting arrest, bribery of public officers or employees, misconduct in public office, perjury, false swearing, assault by prisoner, escape from custody, bail jumping or bomb scares.*
- c. Offenses involving dishonesty, theft or misappropriation of funds, including but not limited to, burglary, entry into a locked vehicle, theft, fraud on hotel or restaurant keeper, issue of more than one worthless check, receiving or transferring stolen property, loan sharking, robbery, forgery and retail theft.*
- d. Offenses involving children, including but not limited to, any abuse of children, sexual assault to a child, contributing to the delinquency of a minor, receiving stolen property from children, selling drugs to children, or any crime involving child pornography.*
- e. Drug-related felony offenses, including but not limited to, any offense involving the sale of narcotics or other controlled substances, whether to adults or juveniles.)*

Application for operator license: Andres Contreras Lopez. Category II denial.

Any applicant who has been convicted of, released from incarceration in a federal or state prison system or a county jail, or released from parole or probation status for an offense substantially related to the license sought within the last five (5) years will not be eligible for a license. Alcohol beverage offenses, including but not limited to, sale of alcohol beverages without a license or permit, furnishing alcoholic beverages to underage persons, furnishing alcoholic beverages to intoxicated persons, or any other violation of Chapter 125 of the Wisconsin Statutes or a local ordinance enacted in conformity therewith. However, the furnishing of alcoholic beverages to an underage individual, unless the licensee has committed two (2) such violations within one (1) year, shall not be a reason for a denial of a license.)

Application for operator license: Miguel Guadalajara Jr. Category I denial.

Any applicant who has been convicted of, released from incarceration in a federal or state prison system or a county jail, or released from parole or probation status for an offense substantially related to the license sought within the last ten (10) years (Exception: a statutory Class A felony conviction may be considered a lifetime disqualifier) will not be eligible for a license. Such offenses include, but are not limited to the following:

- f. Violent offenses against the person of another, including but not limited to homicide, aggravated battery, sexual assault, injury by negligent use of a weapon, injury by negligent use of a vehicle, or injury by intoxicated use of a vehicle.*
- g. Offenses involving cooperation with law enforcement officials including but not limited to, any offense of false alarms, obstructing a police officer, harassment of a police officer, resisting arrest, bribery of public officers or employees, misconduct in public office, perjury, false swearing, assault by prisoner, escape from custody, bail jumping or bomb scares.*

- h. Offenses involving dishonesty, theft or misappropriation of funds, including but not limited to, burglary of a locked vehicle, theft, fraud on hotel or restaurant keeper, issue of more than one worthless check, transferring stolen property, loan sharking, robbery, forgery and retail theft.*
- i. Offenses involving children, including but not limited to, any abuse of children, sexual assault to a child, contributing to the delinquency of a minor, receiving stolen property from children, selling drugs to children, or any crime involving child pornography.*
- j. Drug-related felony offenses, including but not limited to, any offense involving the sale of narcotics or other controlled substances, whether to adults or juveniles.)*

Respectfully submitted,

Megan Dunneisen, City Clerk

**ORDINANCE TO
AMEND CHAPTER 550, OFFICIAL ZONING MAP OF THE CITY OF
WATERTOWN**

**SPONSOR: MAYOR MCFARLAND, CHAIR
FROM: PLAN COMMISSION**

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

SECTION 1. The following described property, City of Watertown, Jefferson County, Wisconsin is hereby altered and changed from a Single-Family Residential (SR-4) District classification to a Planned Office & Institutional (PO) Zoning District classification as follows:

A part of Out Lot Fifty-six (56) in the Ninth (formerly Eleventh and originally Second) Ward of the City of Watertown, bounded and described as follows: Commencing at the northeast corner of Hillcrest Addition; thence South 86° 37' East along the southerly line of Main Street, 786 feet to the westerly right of way line of State Highway 16; thence South 52° 51' East along said right of way line, 120.70 feet; thence southeasterly along said right of way line on a curve to the left, said curve having a radius of 5815 feet, to a point which is South 22° 17' East, 786.20 feet; thence North 88° 12' West along the line between Out Lot Fifty-six (56) and Block Two (2), Mulberger & Werlich's Addition, 954.68 feet; thence North 23° 50' West along said dividing line, 115.50 feet to the southerly line of Hillcrest Addition; thence North 66° 10' East along said southerly line, 53.42 feet to the southeast corner of Hillcrest Addition; thence North 12° 55' West along the easterly line of Hillcrest Addition, 375.01 feet; thence North 23° 50' West along said easterly line, 354.22 feet to the point of beginning, containing 15.73 acres. (1611 East Main Street, PIN: 291-0815-0314-001)

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:	09/06/2022		09/20/2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED September 20, 2022

CITY CLERK

APPROVED September 20, 2022

MAYOR

**ORDINANCE TO
AMEND CHAPTER 550: ZONING CODE, THROUGH THE REMOVAL
AND ADDITION OF LANGUAGE TO SECTION § 550-52I(1)(a),
OUTDOOR COMMERCIAL ENTERTAINMENT SETBACK**

**SPONSOR: MAYOR MCFARLAND, CHAIR
FROM: PLAN COMMISSION**

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

SECTION 1. Amend Section § 550-52I(1)(a) through removal and addition of language:

- * * *
- (a) Activity areas shall not be located closer than ~~300~~ 75 feet to a residentially zoned property.*
- [1] Within the Central Business (CB) Zoning District, activity areas shall not be located closer than 50 feet to a residentially zoned property.*
- * * *

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:	09/06/2022		09/20/2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED September 20, 2022

CITY CLERK

APPROVED September 20, 2022

MAYOR

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

Section 13, Item C.

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

WHEREAS, Dayton Street between West Main Street and Clement Street has been reconstructed as part of the 2022 Annual Street and Utility project; and,

WHEREAS, there is inadequate street width on Dayton Street to safely allow on-street parking between West Main Street and Clement Street; and,

WHEREAS, on September 7, 2022, the Public Safety & Welfare Committee agreed that on-street parking should be prohibited on Dayton Street between West Main Street and Clement Street.

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

SECTION 1. Section 500-9. Parking prohibited in specified places, is hereby amended to add the following;

Name of Street	Side	Location
Dayton Street	West	From Clement Street to W. Main Street
Dayton Street	East	From Clement Street to W. Main 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.

DATE:	September 20, 2022		October 4, 2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LIGHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED October 4, 2022

CITY CLERK

APPROVED October 4, 2022

MAYOR

**ORDINANCE TO
REPEAL A PORTION OF SECTION 500-8(A), HEAVY TRAFFIC ROUTES
OF THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: CHAIRPERSON FRED SMITH
FROM: PUBLIC SAFETY & WELFARE COMMITTEE**

WHEREAS, South Water Street between West Main Street and Emmet Street is being reconstructed as part of the Town Square construction project; and,

WHEREAS, South Water Street between West Main Street and West Milwaukee Street is currently designated as a heavy traffic route in the City of Watertown; and,

WHEREAS, on September 7, 2022, the Public Safety & Welfare Committee agreed that it is in the City’s best interest to remove South Water Street as a designated heavy traffic route between West Main Street and West Milwaukee Street.

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

SECTION 1. Section 500-8(A), Heavy Traffic Routes is hereby amended to read as follows:

- A. Routes established. The following streets in the City of Watertown are hereby designated as heavy traffic routes under the provision of § 349.17, Wis. Stats.:

Name of Street	Location
Air Park Drive [Added by Ord. No. 01-17]	From State Trunk Highway 26 to South Twelfth Street
Bernard Street	From West Street to South Church Street
Boomer Street and its south extension	From South Church Street to the south City limits
Clark Street [Amended by Ord. No. 11-18]	From South Twelfth Street to South Concord Avenue
Commerce Drive	From Milford Street to American Way
Dakota Street	From River Drive to Hart Street
Dayton Street	From West Main Street to West Street
Dodge Street [Added 7-6-2021 by Ord. No. 21-29]	From South First Street to South Third Street
East Cady Street	From the Rock River to North Fourth Street
East Madison Street	From North Fourth Street to North Third Street
East Main Street (STH 19)	From downtown Rock River Bridge to Summit Avenue

East Milwaukee Street	From the Rock River to South First Street
Gateway Drive [Added by Ord. No. 01-17]	From State Trunk Highway 26 to Air Park Drive
Hart Street	From Dakota Street to South Twelfth Street
Humboldt Street	From Clark Street to Richards Avenue
Lafayette Street	From South Church Street to South Montgomery Street
Market Street	From South First Street to South Fourth Street
Milford Street	From West Milwaukee Street southwest to the City limits
North Church Street (STH 26)	From the north City limits to West Main Street
North Fourth Street	From East Main Street to the north City limits
North Second Street	From East Main Street to Cole Street
North Third Street	From East Main Street to East Madison Street
North Water Street	From West Main Street to West Cady Street
Perry Way	From Commerce Drive to the west City limits
Richards Avenue	From Humboldt Street to South Concord Avenue
River Drive	From South Third Street to Stimpson Street
River Drive [Added by Ord. No. 03-28]	From Stimpson Street to Boomer Street. [Temporary heavy traffic route during the STH 26 (South Church Street) reconstruction project in 2003.]
South Church Street (STH 26)	From West Main Street to the south City limits
South Concord Avenue	From East Main Street to the east City limits
South First Street	From East Main Street to Western Avenue
South Fourth Street	From East Main Street to Western Avenue
South Montgomery Street	From Lafayette Street to West Milwaukee Street
South Tenth Street	From Western Avenue to Hart Street
South Third Street	From East Main Street to Hart Street
South Twelfth Street	From Western Avenue to the south City limits
South Water Street	From West Main Street to West Milwaukee Street
Stimpson Street	From River Drive to South Church Street
Summit Avenue	From East Main Street to the east City limits
United States Highway 16 Bypass	From the east City limits to the north City limits
West Cady Street	From North Church Street to the Rock River
Western Avenue	From South First Street to South Fourth Street

Western Avenue	From South Tenth Street to Concord Avenue
Western Avenue [Added by Ord. No. 03-6]	From South Fourth Street to South Tenth Street. [Temporary heavy traffic route during the STH 26 (South Church Street) reconstruction project in 2003.]
West Milwaukee Street	From South Montgomery Street to the Rock River
West Main Street (STH 19)	From the west City limits to the downtown bridge over the Rock River
West Street	From Milford Street to the west City limits

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:	September 20, 2022		October 4, 2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED October 4, 2022

CITY CLERK

APPROVED October 4, 2022

MAYOR

RESOLUTION TO
APPROVE ENGINEERING DESIGN CONTRACT WITH ROBERT E LEE &
ASSOCIATES

SPONSOR: ALDERPERSON WETZEL
FROM: PUBLIC WORKS COMMISSION

WHEREAS, the Water Department is interested in extending water and sewer utilities west of Welsch Rd to the HYW 26 bypass in 2023, and

WHEREAS, the utility extensions will be paid for using ARPA funding and are the best interest of the Water Utility and City of Watertown; and

WHEREAS, RE. Lee provided the low quote for the design services for this work project; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN: that the proper City Officials be and are hereby authorized to award Robert E. Lee and Associates, Inc. the design work for West Main St water and sewer extensions not to exceed \$14,900, funds to come from Water Utility account #03-99-99-99.

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

ADOPTED September 20, 2022

CITY CLERK

APPROVED September 20, 2022

MAYOR



1250 Centennial Centre Blvd
Hobart, WI 54155
920-662-9641
releeinc.com

June 14, 2022

Mr. Peter Hartz, Water & Wastewater Utilities Manager
CITY OF WATERTOWN
800 Hoffmann Drive
P.O. Box 447
Watertown, WI 53094

RE: Engineering Services Proposal - West Main Street Utility Extension - City of Watertown, WI

Dear Mr. Hartz:

Robert E. Lee & Associates, Inc. (REL) is pleased to provide this proposal for the Main Street Utility Extension Project for the City of Watertown, Water & Wastewater Utility (Utility).

The following is a detailed scope of engineering for services that will be provided.

ENGINEERING SERVICES

Administration and Coordination

1. Coordinate with the Utility on plan production and progress.
2. Review existing information.

Design Phase

1. Complete Topographic survey of West Main Street from Welsh Road to the ramp roundabout at STH 26. Survey includes the lands from the centerline of the westbound travel lane to 15 feet outside of the northern right-of-way line.
2. Prepare preliminary plans and technical specifications for sanitary sewer and water main extensions to approximately 1,200 feet west of current locations, with laterals extending to the north.
3. Identify and create technical specifications for water and sewer related items.
4. Plans and technical specifications review with the Utility via teleconference or video conference.
5. Develop appropriate bid items.
6. Revise plans and specifications incorporating the Utility's comments.
7. Provide appropriate notification to WisDOT in regard to project.
8. Prepare and submit WDNR permitting in regard to water main and sanitary sewer, as necessary for planned utility extensions.
9. Prepare one set of final plans and specifications to be included in City bid package.
10. Address contractor questions during bidding phase.

Mr. Peter Hartz, Water & Wastewater Utilities Manager
CITY OF WATERTOWN
RE: Engineering Services Proposal - West Main Street Utility Extension - City of Watertown, WI

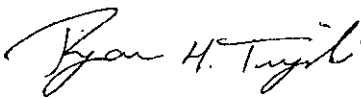
Services not included

- 1. Soil Borings
- 2. Environmental reviews
- 3. Bidding Services
- 4. Right-of-way services

REL proposes to complete work items stated above in a timely manner at our standard hourly rates plus expenses, not to exceed \$14,900. If additional time and expense is incurred due to additional scope items, it would be completed as necessary, with a modification to this proposal, on a time-and-expense basis.

We are able to begin work on the project immediately upon receiving approval. Attached, and made part of this proposal, is a copy of our Standard Terms and Conditions, dated June 2006. If this proposal is acceptable, please sign in the location below, and return a copy for our files. Call me if you have any questions.


Sincerely,
ROBERT E. LEE & ASSOCIATES, INC.


Ryan H. Trzinski, P.E.
Construction Services Manager


RHT/JGS/NJM

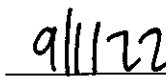
ENC.

ACCEPTED BY THE CITY OF WATERTOWN


Signature


Print Name


Jared G. Schmidt, P.E., V.P.
Civil/Municipal Engineering Manager


Date

ROBERT E. LEE & ASSOCIATES, INC.

STANDARD TERMS AND CONDITIONS

I. SCOPE

Robert E. Lee & Associates, Inc. (Engineer) agrees to perform the engineering, surveying, and/or environmental services described in the proposal or agreement in which these standard terms and conditions are referenced and to which they are attached. Unless modified in writing by the parties thereto, duties of Robert E. Lee & Associates, Inc. shall not be construed to exceed those services specifically set forth in the proposal or agreement to which these standard terms and conditions are attached.

II. COMPENSATION

Client agrees to pay for the services provided in accordance with the compensation provisions described in the proposal or agreement to which these standard terms and conditions are attached. Payment to Robert E. Lee & Associates, Inc. will be made within 30 days after the date of billing. For all amounts unpaid after 30 days from the invoice date, client agrees to pay Robert E. Lee & Associates, Inc. a finance charge of 1-1/2% per month.

For time and expense compensation, charges will consist of salary-related costs and nonsalary costs. Salary-related charges include, but are not limited to, the following:

- 1. Salaries paid employees for time spent working directly on the subject project.
- 2. Costs of employee fringe benefits attributable to the employee time spent working directly on subject project.
- 3. General and administrative overhead charges distributed on basis of employee time spent working directly on subject project.

Nonsalary costs cover items directly related to the project, other than those covered by salary-related costs. Such nonsalary costs shall be computed on the basis of actual purchase price for items and services obtained from commercial sources and outside consultants. Cost of items and services provided directly by Robert E. Lee & Associates, Inc. shall be in accordance with rate schedules based on normal charges of commercial sources. Nonsalary items and services include, but are not limited to, the following:

- 1. Services directly applicable to the project such as special legal and accounting expenses, computer rental and programming costs, special consultants, borings, environmental analyses, commercial printing and binding, and similar services that are not applicable to general overhead.
- 2. Identifiable reproduction services applicable to the project such as printing of drawings, photostating, multilithing, printing, and similar services.
- 3. Identifiable communication services such as long-distance telephone, telegraph, cable, express services, and postage other than for general correspondence.

- 4. Living and traveling expenses of employees when away from home office on business connected with the project.

- 5. Subcontracted services.

III. RESPONSIBILITY

Robert E. Lee & Associates, Inc. is employed to render a professional service only, and any payments made by the client are compensation solely for such services rendered and recommendations made in carrying out the work. Robert E. Lee & Associates, Inc. shall follow the practice of the civil engineering, surveying, and/or environmental services professions to make findings, opinions, factual presentations, and professional advice and recommendations.

In performing construction management services, Robert E. Lee & Associates, Inc. review of work prepared or performed by other individuals or firms employed by the client shall not relieve those individuals or firms of complete responsibility for the adequacy of their work.

It is understood that any resident engineering or construction observation provided by Robert E. Lee & Associates, Inc. is for the purpose of determining compliance with the technical provisions of the project specifications and does not constitute any form of guarantee or insurance with respect to the performance of a contractor. Robert E. Lee & Associates, Inc. does not assume responsibility for methods or appliances used by a contractor, for safety of construction work, or for compliance by contractors with laws and regulations.

It is understood and agreed by both parties that Engineer, in performing professional services for Owner with respect to hazardous substances, will make recommendations to Owner with respect thereto, but does not have the authority or responsibility to decide where disposal or treatment takes place, nor to designate how or by whom the hazardous substances are to be transported for disposal or treatment.

IV. INSURANCE AND LIMITS OF LIABILITY

Robert E. Lee & Associates, Inc. shall maintain during the life of the Agreement, the following minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work under the Agreement. The client agrees to limit the liability of Robert E. Lee & Associates, Inc. to the extent of Robert E. Lee & Associates, Inc. insurance or as otherwise stated below:

- 1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability, and broad form property damage liability. The combined single limit of liability for bodily injury and property damage shall be \$1,000,000.

- 2. Automobile bodily injury and property damage liability insurance covering owned, nonowned, rented, and hired cars. The combined single limit of liability for bodily injury and property damage shall be \$600,000.
- 3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.
- 4. Professional liability insurance covering damages resulting from errors and omissions of Robert E. Lee & Associates, Inc. The limit of liability shall be \$500,000.

V. SUSPENSION OF WORK

The client may suspend, in writing, all or a portion of the work under the Agreement in the event unforeseen circumstances beyond the control of the client make normal progress in the performance of the work impossible. Robert E. Lee & Associates, Inc. may request that the work be suspended by notifying the client, in writing, of circumstances which are interfering with normal progress of the work. The time for completion of the work shall be extended by the number of days the work is suspended. In the event that the period of suspension exceeds 90 days, the terms of the Agreement are subject to renegotiation and both parties are granted the option to terminate work on the suspended portion of the project.

VI. TERMINATION OF WORK

Either party may terminate work in the event the other party fails to perform in accordance with the provisions of the Agreement. Termination of the Agreement is accomplished by 15 days prior written notice from the party initiating termination to the other. Notice of termination shall be delivered by certified mail with receipt for delivery returned to the sender.

In the event of termination, Robert E. Lee & Associates, Inc. shall perform such additional work as is necessary for the orderly filing of documents and closing of the project. The additional time for filing and closing shall not exceed 10 percent of the total time expended on the terminated portion of the project prior to the effective date of termination.

Robert E. Lee & Associates, Inc. shall be compensated for the terminated portion of the work on the basis of work actually performed prior to the effective date of termination plus the work required for filing and closing. Charges for the latter work are subject to the 10 percent limitation described in this Article.

VII. ASSIGNMENT

These terms and conditions and the Agreement to which they are attached are binding on the heirs, successors, and assigns of the parties hereto. The Agreement is not to be assigned by either the client or Robert E. Lee & Associates, Inc. without the prior written consent of the other.

VIII. INTEGRATION

These terms and conditions and the Agreement to which they are attached represent the entire understanding of the client and Robert E. Lee & Associates, Inc. as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. The Agreement may not be modified or altered except in writing signed by both parties.

IX. JURISDICTION

This Agreement shall be administered and interpreted under the laws of the state of Wisconsin. Jurisdiction of litigation arising from the Agreement shall be in the state of Wisconsin. If any part of the Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the Agreement shall be in full force and effect.

X. DISPUTE RESOLUTION

In an effort to resolve any conflicts that arise during the design or construction of the project following the completion of the project, the Client and the Engineer agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The Client shall make no claim for professional negligence, either directly or in a third party claim, against the Engineer unless the Client has first provided the Engineer with a written certification executed by an independent engineer currently practicing in the same discipline as the Engineer and licensed in the state of Wisconsin. This certification shall: a) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of an Engineer performing professional services under similar circumstances; and b) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to the Engineer not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any mediation or judicial proceeding.

In the event of any litigation arising from or related to the services provided under this Agreement, the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' fees and other related expenses.

All legal actions by either party against the other arising out of or in any way connected with the services to be performed hereunder shall be barred and under no circumstances shall any such claim be initiated by either party after two (2) years have passed from the date of completion of construction phase services, unless the Engineer's services shall be terminated earlier, in which case the date of termination of this Agreement shall be used.

June 2006

Memo

To: Mayor McFarland & Finance Committee

From: Lisa Schwartz, Human Resources Generalist

Date: July 6, 2022

Re: Proposed Employee Handbook Updates

Please find the following agenda items for your consideration and approval.

The City of Watertown's handbook was reviewed and approved in its entirety August 2021. The remainder of the memo is requesting the clarification in the vacation section to incorporate earning tiers for the part time employees. The current policy refers to part time employees earning a prorated amount of vacation based on the previous year's hours worked. With the incorporation of the part time statuses, I recommend that vacation allowance be applied to part time employees based on the anticipated hours the position will require as designated at the time of hire or status change as approved by the department head. This anticipated hourly status will coincide with the tiers listed below.

1. Purposed Change

V. Benefits

B. Vacation

Regular Part-Time Employees

Regular part time employees working at least twenty (20) hours or more per week shall earn a prorated amount of paid vacation in accordance with the schedule provided above for full-time employees. ~~Employees that work thirty (30) hours or more, but less than forty (40) hours will earn vacation at the rate of 75% of the full-time vacation allowance. Employees that work twenty (20) hours or more, but less than thirty (30) hours will earn vacation at the rate of 50% of the full-time vacation allowance. Employees that work less than twenty (20) hours will not be eligible for vacation allowance. The amount of prorated vacation shall be calculated by averaging the number of hours worked per week in the previous year and comparing to forty (40). (Example: Employee averaging thirty (30) hours per week in the previous calendar year shall receive seventy-five percent (75%) of the vacation provided to full-time employees.)~~

Thank you for your consideration of this policy adjustment. Please let me know if you have any questions.

**RESOLUTION TO
UPDATE EMPLOYEE HANDBOOK VACATION LEAVE FOR PART TIME**

**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 July 5, 2022 and,

WHEREAS, with the adoption of the August 2021 changes the part time benefited employees were subject to prorating vacation leave based on the hours the employee worked previously in the year prior; and,

WHEREAS, the there are several benefit eligible employee types in the City based on the amount of hours assigned to positions; and,

WHEREAS, the City of Watertown wishes to amend the vacation leave language to specify tiers of earning vacation leave dependent on the hours assigned to the position.

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

Article V Section B. "Vacation Leave" for Regular Part-Time Employees of the City of Watertown Employee Handbook be amended as follows:

Regular part time employees working at least twenty (20) hours or more per week shall earn a prorated amount of paid vacation in accordance with the schedule provided above for full-time employees. ~~Employees that work thirty (30) hours or more, but less than forty (40) hours will earn vacation at the rate of 75% of the full-time vacation allowance. Employees that work twenty (20) hours or more, but less than thirty (30) hours will earn vacation at the rate of 50% of the full-time vacation allowance. Employees that work less than twenty (20) hours will not be eligible for vacation allowance. The amount of prorated vacation shall be calculated by averaging the number of hours worked per week in the previous year and comparing to forty (40). (Example: Employee averaging thirty (30) hours per week in the previous calendar year shall receive seventy-five percent (75%) of the vacation provided to fulltime employees.)~~

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

ADOPTED September 20, 2022

CITY CLERK

APPROVED September 20, 2022

MAYOR

Memo

To: Mayor McFarland & Finance Committee

From: Lisa Schwartz, Human Resources Generalist

Date: September 6, 2022

Re: Proposed Employee Handbook Updates

Please find the following agenda item for your consideration and approval.

The handbook was reviewed and updated in full in August 2021 to include the final pay policy and the vacation policy. Two situations have occurred regarding the exempt and non-exempt employees' vacation benefits. Prior to January 1, 2022, exempt employees were given vacation on the first day of employment before it was earned. When an exempt employee separated, vacation benefits for the next year were prorated for the time that worked in the year that they had separated. This is in contrast with the non-exempt employees who were given vacation benefits on the anniversary after one year of work and the proration of the next year's benefits on the date of separation.

Please note the following vacation related items for update: the definition of when the vacation benefit is considered earned by employees, addressing of the calculation of awarded vacation, and the calculation of the final payout of vacation.

Item 1:

On January 1, 2022, the annualized vacation change took effect awarding both exempt and non-exempt employees with a full 2022 vacation award. The proposed change below defines when vacation is considered earned for both categories. The vacation section currently states employees are entitled to annual vacation. Please note the clarification that employees will earn vacation throughout the work year but will have vacation available to use as of the first date of employment.

Current Policy:

Under Section V. Benefits letter B. Vacation

B . VACATION

Full-time and eligible part-time employees, except employees in the Fire Department who work on a platoon basis, shall be entitled to annual vacations in accordance with their continuous service with the City.

Proposed Change Policy:

Under Section V. Benefits letter B. Vacation

B . VACATION

Full-time and eligible part-time employees, except employees in the Fire Department who work on a platoon basis, shall earn vacation days in accordance with their continuous service with the City.

Item 2:

The second change involves the calculation of the final payout of vacation for employees. The final pay policy requires employees to work for one year before they can be paid vacation benefit when they separate. The vacation policy requires employees to work for three months before they can be paid for the vacation benefit. Employees that have worked longer than this period are not noted regarding a final payout of vacation.

Please confirm the addition of “prorated” and removal of the “minimum employment time requirement of one year” in Section III. Hiring and Promotion Policies letter F to reflect, “for any prorated unused awarded, accumulated, and/or accrued vacation time to be paid to any separating employees as well as to recoup a proration of vacation used that had not been earned by the time of separation.” In section Section V. Benefits letter B. Vacation, please confirm the removal of “Employees with less than three (3) months of continuous service shall not be compensated for unused vacation at the time of separation.”

Current Policy:

Section III. Hiring and Promotion Policies letter F. Termination states:

Final Pay

An employee who resigns or is discharged will be paid through the last physical day of work, plus any unused benefit time, less any other agreements the employee may have with the City, in compliance with state laws. This does not apply to promotions.

Any benefit time accumulated and/or accrued cannot be used to extend the termination date. Remaining benefit time, with the exception of sick leave, will be paid out on the employee’s final pay date if the employee was employed for **at least one year.** (*Emphasis added.*)

Under Section V. Benefits letter B. Vacation

B . VACATION

Full-time and eligible part-time employees, except employees in the Fire Department who work on a platoon basis, shall be entitled to annual vacations in accordance with their continuous service with the City.

Vacation schedules, including the number of employees able to be on vacation at the same time and when any employee shall be allowed to take a vacation shall be established and approved by the department head or his or her representative. Vacations must be taken in segments as authorized by the department head.

If vacation is not used within the year it is earned, it may be carried over into the following year. Full-time and eligible part-time employees may carry over up to five (5) days of vacation leave per calendar year. All vacation carried over must be used by March 31st of the following year. A request

for vacation carryover form must be provided to the department head by December 1st every year. Any remaining vacation time in excess of five (5) days will be forfeited, absent express written approval of the Mayor for good cause. In the case of department heads, approval is given by the Mayor.

Any employee who terminates employment for any reason will be entitled to pay for all unused, earned vacation from January 1 to the date of termination. **Employees with less than three (3) months of continuous service shall not be compensated for unused vacation at the time of separation.** Vacation shall not accrue during any period of unpaid leave except in the cases of military leave. (*Emphasis added.*)

Proposed Policy:

Section III. Hiring and Promotion Policies letter F. Termination states:

Final Pay

An employee who resigns or is discharged will be paid through the last physical day of work, plus any unused ~~comp time or prorated earned vacation benefit~~ time, less any other agreements the employee may have with the City, in compliance with state laws. This does not apply to promotions.

Benefit time ~~such as prorated unused vacation or accumulated comp time~~ cannot be used to extend the termination date. ~~Used and unearned vacation time will be recouped.~~ Remaining benefit time, with the exception of sick leave, will be paid out on the employee's final pay date.

Under Section V. Benefits letter B. Vacation

VACATION

Full-time and eligible part-time employees, except employees in the Fire Department who work on a platoon basis, shall be entitled to annual vacations in accordance with their continuous service with the City.

Vacation schedules, including the number of employees able to be on vacation at the same time and when any employee shall be allowed to take a vacation shall be established and approved by the department head or his or her representative. Vacations must be taken in segments as authorized by the department head.

If vacation is not used within the year it is earned, it may be carried over into the following year. Full-time and eligible part-time employees may carry over up to five (5) days of vacation leave per calendar year. All vacation carried over must be used by March 31st of the following year. A request for vacation carryover form must be provided to the department head by December 1st every year. Any remaining vacation time in excess of five (5) days will be forfeited, absent express written approval of the Mayor for good cause. In the case of department heads, approval is given by the Mayor.

Any employee who terminates employment for any reason will be entitled to pay for all unused, earned vacation from January 1 to the date of termination. ~~Refer to Final Pay section. Employees with less than three (3) months of continuous service shall not be compensated for unused vacation at the time of separation.~~ Vacation shall not accrue during any period of unpaid leave except in the cases of military leave.

Item 3:

The final discrepancy is between the proration of vacation time for non-exempt and exempt general employees at the time of hire leading up to the January 1st annual award date. Non-exempt employees are awarded a prorated amount from the date of hire through December 31st and awarded a full amount on January 1st. Exempt employees are awarded a full amount of vacation on the date of hire and the full amount on January 1st.

Please review and approve the addition of the proration of initially awarded vacation already described in the non-exempt section to also be included in the exempt section under Section V. Benefits letter B. Vacation, "During the first year of employment, employees will accrue a prorated amount of the standard allowance based on the number of weeks worked from their date of hire through December 31."

Current Policy:

VACATION

General, Non-Exempt Employees

Non-exempt employees regularly working 40 hours per week shall be entitled to annual vacations based on continuous years of service as follows:

During the first year of employment, employees will accrue a prorated amount of the standard allowance based on the number of weeks worked from their date of hire through December 31. (Emphasis added.)

During 1-2 years of service 10 days

During the 3-4 years of service 12 days

During the 5-6 years of service 13 days

During the 7-9 years of service 15 days

During the 10-11 years of service 17 days

During the 12-13 years of service 18 days

During the 14-16 years of service 20 days

During the 17-18 years of service 22 days

During the 19-20 years of service 23 days

During the 21+ years of service 25 days

Salaried/Exempt Employees

Exempt employees hired from outside the City of Watertown shall receive credit for the number of years of public service with their previous employer(s) as verified by the Wisconsin Retirement System, or other public pension systems, or private employer. Exempt employees shall be entitled to annual vacations based on the combination of previous verified service and continuous service to the City of Watertown as follows:

During the first 8 years of service 15 days

Years 9-15 of service 20 days

After 16 years of service 25 days

Human Resources shall determine what employment counts as verifiable service under this policy. For employees with previous verified service outside the City of Watertown, the employee earns additional vacation as provided herein on January 1 in the next full calendar year.

Proposed Policy:

Under Section V. Benefits letter B. Vacation

VACATION

General, Non-Exempt Employees

Non-exempt employees regularly working 40 hours per week shall be entitled to annual vacations based on continuous years of service as follows:

During the first year of employment, employees will accrue a prorated amount of the standard allowance based on the number of weeks worked from their date of hire through December 31.

During 1-2 years of service 10 days

During the 3-4 years of service 12 days

During the 5-6 years of service 13 days

During the 7-9 years of service 15 days

During the 10-11 years of service 17 days

During the 12-13 years of service 18 days

During the 14-16 years of service 20 days

During the 17-18 years of service 22 days

During the 19-20 years of service 23 days

During the 21+ years of service 25 days

Salaried/Exempt Employees

Exempt employees hired from outside the City of Watertown shall receive credit for the number of years of public service with their previous employer(s) as verified by the Wisconsin Retirement System, or other public pension systems, or private employer. Exempt employees shall be entitled to annual vacations based on the combination of previous verified service and continuous service to the City of Watertown. ~~as follows:~~

During the first year of employment, employees will accrue a prorated amount of the standard allowance based on the number of weeks worked from their date of hire through December 31.

During the first 8 years of service 15 days

Years 9-15 of service 20 days

After 16 years of service 25 days

Human Resources shall determine what employment counts as verifiable service under this policy. For employees with previous verified service outside the City of Watertown, the employee earns additional vacation as provided herein on January 1 in the next full calendar year.

Please review and decide that vacation benefit is defined as earned by employees as they work, to address the proration of awarded vacation for exempt employees, and the final payout/recoupment of prorated vacation as it is earned in the year of separation.

**RESOLUTION TO
UPDATE EMPLOYEE HANDBOOK VACATION EARNED AND FINAL PAYOUT**

Section 14, Item C.

**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 July 5, 2022 and,

WHEREAS, on January 1, 2022, the annualized vacation change took effect awarding both exempt and non-exempt employees with a full 2022 vacation award created the need to define when vacation is considered earned for both categories to reflect that vacation will be earned throughout the work year but will be available to use as of the first date of employment; and,

WHEREAS, the calculation of required time employed to be entitled to vacation pay out upon separation varies in the handbook and the clarification of a consistent calculation of vacation upon separation is needed to specify proration of time earned from January 1st of the year separation through the date of separation for all employees; and,

WHEREAS, the need for parameters regarding the consistent application of prorated vacation upon initial award for both exempt and nonexempt employees from the date of hire through December 31st of the year of hire.

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

Article III Section F. "Final Pay" for Employees of the City of Watertown Employee Handbook be amended as follows:

An employee who resigns or is discharged will be paid through the last physical day of work, plus any unused ~~comp time or prorated earned vacation benefit~~ time, less any other agreements the employee may have with the City, in compliance with state laws. This does not apply to promotions.

Any benefit time ~~accumulated and/or accrued~~ such as prorated unused vacation or accumulated ~~comp time~~ cannot be used to extend the termination date. ~~Used and unearned vacation time will be recouped.~~ Remaining benefit time, with the exception of sick leave, will be paid out on the employee's final pay date.

Termination for the purpose of retirement must be consistent with the terms set forth by the Department of Employee Trust Funds. In this instance, the employee may choose to extend the date of retirement from the last physical workday by using accumulated and/or accrued benefit time, with the exception of sick leave. To be eligible to extend the date of retirement, an employee must have worked for the City for a minimum of five consecutive years in a regular part-time or full-time capacity and provide correspondence from ETF confirming the retirement date.

In cases of an employee's death, the final pay due to that employee will be paid to the deceased employee's estate or as otherwise required under state law.

BE IT FURTHER RESOLVED: Article V Section B. "Vacation" of the City of Watertown Employee Handbook be amended as follows:

B. VACATION.

Full-time and eligible part-time employees, except employees in the Fire Department who work on a platoon basis, shall ~~be entitled to annual~~ earn vacation ~~days s-on-the-date-of-employment~~ accordance with their continuous service with the City.

Vacation schedules, including the number of employees able to be on vacation at any one time and when any employee shall be allowed to take a vacation shall be established and approved by the department head or his or her representative. Vacations must be taken in segments as authorized by the department head.

If vacation is not used within the year it is earned, it may be carried over into the following year. Full-time and eligible part-time employees may carry over up to five (5) days of vacation leave per calendar year. All vacation carried over must be used by March 31st of the following year. A request for vacation carryover form must be provided to the department head by December 1st every year. Any remaining vacation time in excess of five (5) days will be forfeited, absent express written approval of the Mayor for good cause. In the case of department heads, approval is given by the Mayor.

Any employee who terminates employment for any reason will be entitled to pay for all unused, earned vacation from January 1 to the date of termination. ~~Refer to Final Pay section. Employees with less than three (3) months of continuous service shall not be compensated for unused vacation at the time of separation.~~ Vacation shall not accrue during any period of unpaid leave except in the cases of military leave.

Upon a promotion from a non-exempt to an exempt position, the employee will be credited vacation hours to the maximum number of hours for their verified years of service.

1. General, Non-Exempt Employees

**Effective January 1st 2023: Non-exempt employees hired from outside the City of Watertown shall receive credit for the number of years of applicable service with their previous employer(s) as verified by the Wisconsin Retirement System, other public pension systems, or private employer.*

Non-exempt employees regularly working 40 hours per week shall be entitled to annual vacations based on continuous years of service as follows:

During the first year of employment, employees will accrue a prorated amount of the standard allowance based on the number of weeks worked from their date of hire through December 31.

- a. During 1-2 years of service 10 days
- b. During the 3-4 years of service 12 days
- c. During the 5-6 years of service 13 days
- d. During the 7-9 years of service 15 days
- e. During the 10-11 years of service 17 days
- f. During the 12-13 years of service 18 days
- g. During the 14-16 years of service 20 days
- h. During the 17-18 years of service 22 days
- i. During the 19-20 years of service 23 days
- j. During the 21+ years of service 25 days

2. Fire Department Battalion Chiefs and Police Sergeants

Fire Department employees working on a platoon basis, whether or not represented by

collecting bargaining unit, and Police Sergeants shall be entitled to annual vacations amounts based on years of service as identified in the contracts of the representative their respective departments.

Section 14, Item C.

3. Dispatch/Communications Center

All personnel in the Dispatch/Communications Center shall be entitled to vacation time as listed for General, Non-Exempt Employees. However, the days of vacation shall be based on a workday of 8.25 hours.

4. Salaried/Exempt Employees

Exempt employees hired from outside the City of Watertown shall receive credit for the number of years of public service with their previous employer(s) as verified by the Wisconsin Retirement System, or other public pension systems, or private employer. Exempt employees shall be entitled to annual vacations based on the combination of previous verified service and continuous service to the City of Watertown. **During the first year of employment, employees will accrue a prorated amount of the standard allowance based on the number of weeks worked from their date of hire through December 31. as follows:**

- a. During the first 8 years of service 15 days
- b. Years 9-15 of service 20 days
- c. After 16 years of service 25 days

Human Resources shall determine what employment counts as verifiable service under this policy. For employees with previous verified service outside the City of Watertown, the employee earns additional vacation as provided herein on January 1 in the next full calendar year.

5. Regular Part-Time Employees

Regular part time employees working at least twenty (20) hours or more per week shall earn a prorated amount of paid vacation in accordance with the schedule provided above for full-time employees. The amount of prorated vacation shall be calculated by averaging the number of hours worked per week in the previous year and comparing to forty (40). (Example: Employee averaging thirty (30) hours per week in the previous calendar year shall receive seventy-five percent (75%) of the vacation provided to fulltime employees.)

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

ADOPTED September 20, 2022

CITY CLERK

APPROVED September 20, 2022

MAYOR

EXHIBIT B
Legal Description
HYLAND STREET
STREET R.O.W. VACATION

Being a part of Hyland Street as platted by Cole Bailey & Co's Second Addition to Watertown. Also being a part of the northeast 1/4 of the southwest 1/4 of Section 4, all lying in Township 8 North, Range 15 East, in the City of Watertown, County of Jefferson, State of Wisconsin. said lands are bounded and described as follows:

Beginning at the found aluminum monument at the Southeast corner of the Southeast 1/4 of said Section 4; thence North 84°25'00" West, 2654.47 feet along the South line of said Southeast 1/4 of said Section 4 to a found aluminum monument at the Southwest corner of the Southeast 1/4 of said Section 4; thence North 01°35'22" West, 1360.02 feet to a point; thence South 88°24'38" West, 476.54 feet to the point of beginning of the lands hereinafter described; thence North 81°08'36" West, 227.39 feet along the south right-of-way line of Hyland Street and the north line of Lot 1 of CSM 3610 to a found 1" iron pipe at the northwest corner of Lot 1 of CSM 3610; thence along a meander line N 05°08'17" W, 68.02 feet to a point on the north line of Hyland Street; thence South 81°08'36" East, 244.49 feet along said north right-of-way line to the southeast corner of Lot 6 of Block 3 of Cole, Bailey and Co's Second Addition to Watertown, thence South 09°25'18" West, 66.00 feet to the place of beginning; Said described lands containing 15,572 s.f. (0.3575 Acres), of land to the meander line. Also including lands lying between the previously described meander line and the ordinary high water mark (OHWM) of the Rock River. Gross area of described lands containing 18,600 s.f. (0.4270 Acres), more or less of land to the (OHWM) of the Rock River.

Performed at the direction of Loeb and Company, LLP.



DATED THIS 16TH DAY OF JUNE, 2022


JAMES R BEATY

PREPARED BY:
HORIZON LAND DEVELOPMENT SERVICES, LLC
JAMES R. BEATY, PLS
W313 S2562 PENNY LN.
WALES, WI 53183
1-262-349-1575
www.horizonlanddevelopmentservices.com

**RESOLUTION TO
VACATE RIGHT-OF-WAY ON HYLAND STREET, BETWEEN THE
ROCK RIVER AND INTERSECTION WITH SOUTH SECOND STREET,
CITY OF WATERTOWN, COUNTY OF JEFFERSON, WISCONSIN**

**SPONSOR: MAYOR EMILY McFARLAND
FROM: PLAN COMMISSION**

WHEREAS, the Common Council of the City of Watertown, Jefferson County, Wisconsin, by this Resolution, adopted by a majority of the Common Council on a roll call vote with a quorum present and voting and proper notice having been given, resolves and declares as follows; and,

WHEREAS, it is in the public interest that the public way described below is vacated and discontinued under s. 66.1003 (4), Wis. Stats.

WHEREAS, The discontinuance of the above-described public way in which no owner of property abutting the discontinued public way will be damaged by the discontinuance; and, public hearing was held before the Common Council on September 20, 2022, at 7:00 p.m., and no sufficient written objection to the said discontinuance and vacation has been filed with the City Clerk and the discontinued public way will be vacated and the land awarded to the owners of the real estate pursuant to Wis. Stat. § 66.1005; and,

WHEREAS, Notice of Hearing Discontinuance of Public Way in the City of Watertown was published as a Class 3 legal notice in the Watertown Daily Times on the following dates: August 30, 2022, September 6, 2022, and September 13, 2022, the last day of publication being 7 days or more from the date of the hearing pursuant to s. 985.01 (1m) (a), Wis. Stat.; and,

WHEREAS, said Notice was served and/or admitted in the manner prescribed by law on the owners of all of the frontage of the lots and lands abutting upon the portion of said right-of-way to be discontinued or a waiver of notice thereof was received; and,

WHEREAS, Lis Pendens – Notice of Discontinuance of a Public Way for the property described below was recorded with the Jefferson County Register of Deeds Office on August 3, 2022, as Document No. 1465626.

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

Section 1. That the following described public right-of-way be vacated and belong to the owners of the adjoining lands, subject to the reservation of easements acquired and the rights of the public in any of the underground structures, improvements or services as enumerated or otherwise existing in said public way:

Being a part of Hyland Street as platted by Cole Bailey & Co’s Second Addition to Watertown. Also being a part of the northeast ¼ of the southwest ¼ of Section 4, all lying in Township 8 North, Range 15 East, in the City of Watertown, County of Jefferson, State of Wisconsin. Said lands are bounded and described as follows:

Beginning at the found aluminum monument at the Southeast corner of the Southeast ¼ of said Section 4; thence North 84°25'00" West, 2654.47 feet along the South line of said Southeast ¼ of said Section 4 to a found aluminum monument at the Southwest corner of the Southeast ¼ of said Section 4; thence North 01°35'22" West, 1360.02 feet to a point; thence South 88°24'38" West, 476.54 feet to the point of beginning of the lands hereinafter described; thence North 81°08'36" West, 227.39 feet along the south right-of-way line of Hyland Street and the north line of Lot 1 of CSM 3610 to a found 1" iron pipe at the northwest corner of Lot 1 of CSM 3610; thence along the meander line North 05°08'17" West, 68.02 feet to a point on the north line of Hyland Street; thence South 81°08'36" East, 244.49 feet along said north right-of-way line to the southeast corner of Lot 6 of Block 3 of Cole, Bailey and Co's Second Addition to Watertown, thence South 09°25'18" West, 66.00 feet to the place of beginning; Said described lands containing 15,572 s.f. (0.3575 Acres), of land to the meander line. Also including lands lying between the previously described meander line and the ordinary high water mark (OHWM) of the Rock River. Gross area of described lands containing 18,600 s.f. (0.4270 Acres), more or less of land to the (OHWM) of the Rock River.

BE IT FURTHER RESOLVED. That the Lis Pendens filed in this case on August 3, 2022, in the office of the Register of Deeds of Jefferson County, Wisconsin as Document No. 1465626 is hereby released.

BE IT FURTHER RESOLVED. That the City Clerk shall properly post or publish this Resolution as required under s. 60.80, Wis. Stats and is further directed to cause this final resolution to be recorded in the Jefferson County Register of Deeds office along with the Exhibit A hereto.

BE IT FURTHER RESOLVED. That this Resolution shall be in full force and effect immediately upon its passage and adoption.

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

ADOPTED September 20, 2022

CITY CLERK

APPROVED September 20, 2022

MAYOR

**RESOLUTION TO
ADJUST 2022 PAYROLL RESOLUTION TO CLARIFY SPONSORING
DIVISION OF THE PUBLIC WORKS PROJECT MANAGER**

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

WHEREAS, the City of Watertown Street and Solid Waste Division of the Public Works Department was approved in the 2022 Budget and in the payroll resolution for the hiring of a Public Works Project Manager at Grade N; and,

WHEREAS, this position was placed under the Building, Safety & Zoning Division of the Public Works Department as the sponsoring division in the payroll resolution; and,

WHEREAS, the sponsoring division needs to be corrected to be shown under the City of Watertown Street and Solid Waste Division of the Public Works Department; and,

WHEREAS, this has been brought before the Finance Committee and the Finance Committee approves this clarification and makes recommendation to the Common Council to also approve the Public Works Project Manager be shown under the City of Watertown Street and Solid Waste Division of the Public Works Department in the 2022 payroll resolution as the sponsoring division; and,

WHEREAS, once this clarification has been met, the City of Watertown Street and Solid Waste Division of the Public Works Department can advertise for and fill this position immediately.

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

That the 2022 payroll resolution be amended to clarify the Public Works Project Manager position be placed under the City of Watertown Street and Solid Waste Division of the Public Works Department as the sponsoring division and that the position is assigned a Grade N.

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

ADOPTED September 20, 2022

CITY CLERK

APPROVED September 20, 2022

MAYOR

RESOLUTION
AUTHORIZING THE CITY OF WATERTOWN TO APPLY FOR THE WISCONSIN
DEPARTMENT OF 2023 NATURAL RESOURCES URBAN FORESTRY GRANT

SPONSOR: MAYOR MCFARLAND
FROM: FINANCE COMMITTEE

WHEREAS, the City of Watertown is interested in applying for a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects specified in s. 23.097(1g) and (1r), Wis. Stats.; and

WHEREAS, there exists an available grant award up to \$25,000 (Twenty-five Thousand Dollars) to support the foregoing objectives related to community tree management, maintenance, and/or education within the City of Watertown in the year 2023; and

WHEREAS, grant funds will be designated to revenue account 01-42-73-75 and the City will commit to provide grant-applicable matching funds GRANT EXP: TREES & ASH INJECT from expense account 01-56-11-19, wherein 50% (fifty percent) can be obtained in-kind for and under said project as required by the Wisconsin DNR Urban Forestry grant application; and

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN, the City of Watertown will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the City of Watertown will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the Director of Parks, Recreation, and Forestry, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

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

ADOPTED September 20, 2022

CITY CLERK

APPROVED September 20

MAYOR

