



COMMON COUNCIL MEETING - AMENDED AGENDA

TUESDAY, NOVEMBER 15, 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 November 1, 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. To hear citizens and taxpayers on the proposed City budgets for 2023

7. REPORTS

[A.](#) Watertown Main Street Program Board of Directors meeting minutes from September 20, 2022

[B.](#) Licensing Board minutes from October 12, 2022

[C.](#) Tourism Commission meeting from October 13, 2022

[D.](#) Finance Committee Minutes of October 10-17, 2022 (Budget Meetings)

[E.](#) Finance Committee Minutes of October 24, 2022

[F.](#) Public Works minutes from October 25, 2022

8. COMMUNICATION & RECOMMENDATIONS

[A.](#) Town Square Update

[B.](#) Fire Department monthly report

9. NEW BUSINESS

A. Council discussion and possible action regarding City budgets for 2023

[B.](#) Review and take action: Approve the Memorandum of Understanding for the Extension of Utilities Infrastructure along W. Main Street, Watertown, WI between the City of Watertown and Greywolf Acquisitions, LLC

[C.](#) Appointments

10. ACCOUNTS PAYABLE

[A.](#) Accounts Payable

11. MISCELLANEOUS BUSINESS

A. Payroll Summary - October 19, 2022 to November 1, 2022

B. Cash and Investments - October 31, 2022

12. LICENSES

A. Memo to Council

B. Review and take action: application for "Class B" Malt and Liquor License for Little Italy, LLC. located at 1002 W. Main Street, Watertown WI 53098 (Agent, Karla Cortes)

C. Review and take Action: application for Operator's License - Lindsey Ladwig

13. ORDINANCES

A. Ord. 22-73 - Amend Section 500-6 Parking Limitations A. (5) Municipal Parking Lot Limitations (Sponsor: Alderperson Smith, From: Public Safety & Welfare Committee, 1st reading)

B. Ord. 22-74 - Create a portion of Section 500-9 A. Parking Prohibited in Specific Places of the City of Watertown General Ordinances (Sponsor: Alderperson Smith, From: Public Safety & Welfare Committee, 1st reading)

14. RESOLUTIONS

A. Exh. 9448 - Resolution to Extend Contract with Waste Management of WI for solid waste disposal (Sponsor: Ald. Wetzel, From: Public Works Commission)

B. Exh. 9449 - Resolution to approve Change Order No. 1 - 2022 Sanitary Sewer and Water Main Project with Forest Landscaping and Construction, Inc. for \$58,085.00 (Sponsor: Ald. Wetzel, From: Public Works Commission)

C. Exh. 9450 - Resolution to enter into an employee vision benefit contract with DeltaVision effective January 1, 2023 (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
November 1, 2022**

Mayor McFarland called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, November 1, 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 Romlein. City staff present were City Attorney Steven T. Chesebro, Fire Chief Travis Teesh, Deputy Fire Chief Rauterberg, Police Chief Robert Kaminski, Finance Director Mark Stevens, Public Works Director Jaynellen Holloway, Streets Super Stacy Winkelman, Parks Director Kristine Butteris, and City Clerk Megan Dunneisen.

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, October 18, 2022. There being none, minutes were accepted as presented.

COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT

Chad Bailey of 804 Linda Lane spoke on the 2023 budget public input and the concerns of inflation.

REPORTS

(Complete minutes are open for public inspection in the Finance Department.) The following reports were received and filed: Park, Recreation, and Forestry Minutes from September 19, 2022, Plan Commission Minutes from October 10, 2022.

COMMUNICATIONS & RECOMMENDATIONS

Mayor McFarland gave an update on the Town Square.

NEW BUSINESS

Ald. Romlein moved to approve Park and Rec Director Kristine Butteris as Weed Commissioner, seconded by Ald. Licht and carried by unanimous voice vote.

Ald. Schmid made a motion to Convene into closed session per § 19.85(e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Purchase of Real Estate for Fire Department), seconded by Ald. Wetzel and carried by roll call vote: Yes-9; No-0; Abstain-0. (Davis, Lampe, Ruetten, Bartz, Licht, Smith, Schmid, Wetzel, Romlein).

Ald. Schmid moved to reconvene into open session, seconded by Ald. Bartz and carried by unanimous voice vote.

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. Bartz and carried by roll call vote: Yes-9; No-0; Abstain-0.

MISCELLANEOUS BUSINESS

Payroll Summary - 10, 05, 2022 to 10, 18, 2022

ORDINANCES

Ord. 22-71 - Amend Chapter 550: Zoning Code, through the addition of language to Section 131.1A(8), Electronic Message Center Setbacks (Sponsor: Mayor McFarland, From: Plan Commission, 2nd reading) Ald. Romlein moved for adoption of ordinance 22-71 on its 2nd reading, seconded by Ald. Schmid and carried by roll call vote: Yes-9; No-0; Abstain-0.

Ord. 22-72 - Amend Chapter 550, Official Zoning Map of the City of Watertown (Sponsor: Mayor McFarland, From: Plan Commission, 2nd reading) Ald. Wetzel moved for adoption of ordinance 22-72 on its 2nd reading, seconded by Ald. Romlein 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.

Exh. 9441 - Resolution Authorizing the Execution of the First Amendment to Agreement Concerning Payment in Support of Municipal Services by and Among Marquardt Village, Inc. and Its Affiliated Entities and the City of Watertown (Sponsor: Mayor McFarland From: Finance Committee) Ald. Bartz moved to adopt resolution 9441, seconded by Ald. Rutten and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9442 - Resolution to authorize budget amendment to transfer \$7,000 from Contingent Account to Marking Paint Account (\$6,000) and Supplies & Expense Account (\$1,000) for pavement marking and signage on Welsh Road (Sponsor: Mayor McFarland From: Finance Committee) Ald. Licht moved to adopt resolution 9442, seconded by Ald. Bartz and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9443 - Resolution to approve Change Order No. 1 - 2022 Pavement Marking Project with Century Fence for \$57,903.00 (Sponsor: Alderperson Wetzel From: Public Works Commission) Ald. Wetzel moved to adopt resolution 9443, seconded by Ald. Romlein and carried by roll call vote: Yes-9; No-0; Abstain-0.

Ald. Licht moved to convene into closed session per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Wal-Mart R.E. Bus. Trust vs. City of Watertown), seconded by Ald. Schmid and carried by roll call vote: Yes-9; No-0; Abstain-0. (Davis, Lampe, Ruetten, Bartz, Licht, Smith, Schmid, Wetzel, Romlein).

Ald. Schmid moved to reconvene into open session, seconded by Ald. Ruetten and carried by unanimous voice vote.

Exh. 9444 - Resolution Authorizing a Settlement Agreement with Wal-Mart with Regard to Ongoing Property Tax Assessment Litigation (Sponsor: Mayor McFarland From: Finance Committee) Ald. Smith moved to adopt resolution 9444, seconded by Ald. Wetzel and carried by roll call vote: Yes-9; No-0; Abstain-0.

Ald. Schmid made a motion to Convene into closed session per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Watertown Square, LLC vs. City of Watertown) seconded by Ald. Wetzel and carried by roll call vote: Yes-9; No-0; Abstain-0. (Davis, Lampe, Ruetten, Bartz, Licht, Smith, Schmid, Wetzel, Romlein).

Ald. Romlein moved to reconvene into open session, seconded by Ald. Schmid and carried by unanimous voice vote.

Exh. 9445 - Resolution to Authorize the Execution of an Amended Substitute Development Agreement by and between the City of Watertown and Watertown Square, LLC (Sponsor: Mayor

McFarland From: Finance Committee) Ald. Ruetten moved to adopt resolution 9445, seconded by Ald. Davis and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9446 - Resolution requesting exemption from Dodge County Library Tax Per WI Statutes 43.64(2)(B) (Sponsor: Mayor McFarland) Ald. Ruetten moved to adopt resolution 9446, seconded by Ald. Lampe and carried by unanimous voice vote.

Exh. 9447 - Resolution requesting exemption from Jefferson County Library Tax Per WI Statutes 43.64(2)(B) (Sponsor: Mayor McFarland) Ald. Lampe moved to adopt resolution 9447, seconded by Ald. Bartz and carried by unanimous voice vote.

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. Romlein, and carried by voice vote at 8:27p.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>

Watertown Main Street Program Board of Directors
Meeting Minutes
Tuesday, September 20, 2022
Watertown Public Library Community Room

Members present: Sandra Budewitz, Ron Counsell, Brooke Hoida, Kevin Clifford, Dan Rahfaldt, Jackie Phillips, Dana Davis, Brian Konz, Bob Mudler and Nicole Smith. Not present: Amber Smith, Annie Wedl and Peg Checkai. Also present: Executive Director Melissa Lampe and Bonnie Hertel of the Watertown Area Chamber of Commerce.

1. Call to Order
Vice-President Budewitz called the meeting to order at 8 a.m.
2. Approval of minutes from the Aug. 16, 2022, meeting
Motion by Clifford, second by Rahfaldt, to approve as presented. Motion carried.
3. Director's report
The director's report was shared in advance of the meeting. Lampe shared that the Jersey barrier painting project is now completed and thanked all those involved with the project.
4. Financial reports
The financial reports were reviewed by the board. Motion by Konz, second by Rahfaldt, to approve as presented. Motion carried. Konz noted that the funds transfer to the Edward Jones CD had been completed. The CD rate is 3.5% for six months.
5. Committee reports
 - Promotions Committee – Lampe reported that the Banner Auction is set to close starting at 6 p.m. on Thursday, Sept. 22. Discussion also took place regarding the Music for Murals concert set for Saturday, Sept. 24. Lampe said that plans are coming together for Pumpkin Palooza, Witch's Brew Bingo and Women's Only Weekend. Planning is also underway for the Holiday Parade of Homes. Lampe noted that changes to the Pumpkin Palooza schedule will be posted soon to reflect the cancelation of the opening of the Bentzin Family Town Square.
6. Chamber update
Hertel provided a recap of the Sept. 8 Wine Walk and shared that the Chamber will be moving its annual meeting from October to February.
7. Status of façade grant project at 400 E. Main St.
Lampe shared that completion of this project is delayed due to an issue with lead paint. The property owner is working with Jefferson County to obtain clearance to move forward, however, due to the colder temperatures, the painting may not be able to proceed this year. Lampe requested the board carry over the façade grant for this project to 2023. Motion by Konz, second by Counsell, to hold the grant for this project to 2023 if necessary. Motion carried.

8. Town Square update
No formal update was provided.
9. Adjournment
Motion by Rahfaldt to adjourn, second by Clifford. Motion carried.

Respectfully submitted,
Melissa Lampe
Executive Director

LICENSING BOARD

Wednesday, October 12, 2022

The Licensing Board met on the above date at 4:15 p.m. in person at the Municipal Building 106 Jones St in Room 0041 and via GoToMeeting. The following members were present: Mayor McFarland, Ald. Bartz, Ald. Smith, and Cheri Martin. Erin Schroder arrived at 4:18. Staff present were: Police Chief Robert Kaminski, Assistant Police Chief Ben Olson, and City Clerk Megan Dunneisen.

1. **Call to order:** Mayor McFarland called the meeting to order at 4:15 p.m.
2. **Review and approve minutes:** Ald. Bartz moved to approve the minutes of September 6, 2022 and September 14, 2022 as presented, seconded by Martin and carried by unanimous voice vote.
3. **Business:**
 - A. **Review and Approve:** Application for Temporary Class B License by Big Brother Big Sisters of South-Central Wisconsin for CMN Movie Night located at 308 E. Main Street on Dec 6, 2022 from 5:00 p.m. - 10:00 p.m. Ald. Smith moved to approve the application, seconded by Martin and carried by unanimous voice vote.
 - B. **Review:** Special Events report from Clerk's office. A report was provided, Mayor McFarland inquired about the Christmas Tree Lighting event and the status of their application.
 - C. **Review:** Operator's List from Clerk's office. A report was provided and there were no questions.
 - D. **Review:** Police Report from Police Department. The chief provided a report.
4. **Adjournment:** Martin moved to adjourn the meeting, seconded by Ald. Smith, and carried by unanimous voice vote at 4:25 p.m.

Respectfully submitted,

Megan Dunneisen, City Clerk

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

The following Tourism Commission members were present via Zoom Meeting or in person at Watertown City Hall. Conrad Talaga, Cheryl Mitchell, Aaron David, Peter Wright present until 8:24 am, Kristine Butteris and Steven Board Also present; Robin Kaufmann Tourism Manager, Chamber of Commerce Executive Director Bonnie Hertel

1. The meeting was called to order by Aaron David at 8:00 am.
2. Review & Approve September Minutes. Steven Board made a motion to approve the minutes and Peter Wright seconded the motion. The Commission voted to approve the minutes.
3. Old Business:
 - a. Financial Report: Robin Kaufmann reported Month to Date information as of 09/30/22
Motion to approve the financials was made by Conrad Talaga and seconded by Peter Wright. The Commission voted to approve the financials.
 - b. Marketing Plan – review and take possible action on marketing plan
 1. 2022 Visitor Guides – We are waiting for the updated costs for printing the Watertown Tourism guide and the Jefferson County Tourism guide as printing costs are expected to rise significantly.
 2. Ad Opportunities: We will look into advertising in the Outdoor Wisconsin publication. 500-600 thousand copies are distributed in all Kwik Trip stores
 - c. Review and take possible action on Mural Restoration projects: The Draeger’s mural is almost done. The Commission previously voted to approve \$1000 once the project is reported as done. Work on the building for the 1st Brigade Mural has begun and the artist will begin work in spring/summer 2023.
 - d. Hotel Stay updates: Nationwide September occupancy was 64-67%. Southern Wisconsin occupancy was 61%. Weekday corporate business continues to remain 20% down from 2019 occupancy. Locally corporate business is down approximately the same as nationwide. September weekend occupancy was strong. Events include Sheep and Wool event and the Semi-annual Car show at Jefferson Fairgrounds. Senior bowling, sporting events at Luther Prep and Maranatha are bringing in outside guests. October weekends should be close to full occupancy and weekday business will continue to be down from 2019. The Walmart renovation, work on the Interurban Trail, Jefferson solar project and medical staffing agencies are bringing both long and short-term business to the area.
4. New Business
 - a. Discuss and take possible action on the Watertown Highschool Athletics Grant. Watertown Highschool will host a Holiday shootout December 27-December 29th. The event will bring approximately 15 girls basketball teams and their fans to Watertown.
Steven Board made a motion to approve a \$1000 grant. Peter Wright seconded and the Commission voted to approve the grant.
 - b. Discuss and take possible action on the tourism website proposal
The Commission is still waiting for 1 bid from the vendor that is working on a proposal for the Chamber of Commerce.
Jennifer Creative who did the Jefferson County Tourism site (enjoyjeffersoncounty.com) is providing the 2nd bid. The discussion will be tabled until the other bid comes in.
 - c. Discuss and take possible action on tourism video proposal. H & I collective provided a bid of \$4700 for 18 hours of filming, 2 hours of drone footage, voiceover, and color grading, music licensing, and up to 4 revisions. Motion to approve was made by Steven Board and seconded by Kristine Butteris

- d. Begin discussion on the 2023 Tourism Budget. The budget will be submitted in December. Further discussion will come on line items including income which is estimated at 70,000 Grants currently at 10,000. Additions to the budget may include professional photos and a possible new logo for Tourism.
- e. Review Manager’s report of previous month’s tasks: Attached
- f. Commission members report on upcoming events:
 - Ice Cream Social is 9/18
 - Navy Band at Riverside Park 9/18
 - Sheep and Wood and Car show at Jefferson Fair Park
 - Maranatha 55th anniversary event 10/21
 - November 17 – Holiday Tree lighting at Sharp Corner Park
 - December 9th CP Holiday Train comes through Watertown
 - Latino Career Fair 11/17 at YMCA

Adjournment – Motion to adjourn the meeting made at 8:58 am by Steven Board and seconded by Conrad Talaga.

Agenda items:

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

The next meeting will be at 8:00 am November 10, 2022, via Zoom or you may attend in person at Watertown City Hall

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

Submitted by,

Cheryl Mitchell, Secretary

Social Media Report

Facebook: 58 new page likes (5660 likes/6322 followers) (Post reach 111,216)

Visitwatertownwi.com: 325 Views by 283 visitors

Instagram: 2 new followers (1000 followers)

- Regularly posted to social media (Watertown, Dodge County, Jefferson County)
- Wrote blog articles for JCATC
- Attended JCATC Exec Committee Meeting and Board Meeting
- Represented Tourism at Wake-up Watertown
- Worked with web designer on visitwatertownwi.com bid
- Gathered info and created graphics for City Connection page
- Gathered fall/winter event info for Discover Magazine
- Worked with videographer on tourism video bid
- Attended Canva webinar
- Chamber marketing committee meeting
- Visited businesses/events to take photos for future promos:
 - Navy Band Great Lakes Concert
 - Ice Cream Social with 1st Brigade Band Concert
 - Interurban Trail
 - Downtown Watertown Wine Walk



FINANCE COMMITTEE MEETING MINUTES – 2023 BUDGET
MONDAY, OCTOBER 10, 2022 THROUGH MONDAY, OCTOBER 17, 2022
MUNICIPAL BUILDING – 106 JONES STREET, WATERTOWN, WI 53094

Monday, October 10

Members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Ruetten

Others present: Finance Director Mark Stevens, Alders Romlein and Smith, Attorney Steven Chesebro, Public Health Officer Carol Quest, Media Services Director Lisa Famularo

1. **Call to order:** Mayor McFarland called the meeting to order at 5:30 p.m.

2. **Budget Presentations and Discussions:**

Council President Ruetten presided over budget presentations and discussion.

A. City Attorney / Special Legal

Steven Chesebro presented budget. In light of the reworking of staffing, he requested consideration that his pay rate transition from G/S T2 to T4.

B. Cable TV / Media Productions

Lisa Famularo presented budget.

C. Health, Environmental Health [14], Emergency Preparedness [15], Seal-a-Smile [18]

Carol Quest presented budgets.

D. General Government, HR, Mayor, IT, SIDC [60]

Mayor McFarland reviewed these accounts.

E. Finance, Clerk, Elections, Assessor, Audit, Insurance, Public Enterprises, Riverfest [12], Transit [13], Tourism/Room Tax [22], Housing Block Grant [65]

Mark Stevens reviewed these accounts and funds.

The Riverfest [12] proposal shows a planned loss of \$23,000, which is following an estimated loss of \$40,000 in the current year. Revenue met its targeted budget for an event that was held with little weather interferences; expenses have risen in many of the various aspects of the event. Ald. Smith recollected that an agreement practiced years ago was that excess profits over a \$75,000 fund balance were given to the Watertown Community Foundation. No one recollected this practice that has not been followed in recent years.

Transit [13] is presented with a 5% increase in purchased transportation costs, but recent documentation from Passenger Transit is indicating an rise consistent with the CPI is allowable. Staff is in the process of verifying with WI. The City Local Share will need to rise from \$60,000 to \$82,625 for the 5% increase. Mark Stevens recently met with the Transit Commission to share a rate study compiled by Passenger Transit and suggested that the group contemplate rate increase considerations to help reduce the General Fund portion.

The Room Tax in Tourism [22] is rebounding in the current year, allowing an increase in next year's proposal.

TID funds were not reviewed. Instead, Mark Stevens will send the packet provided at the Joint Review Board.

The City received the WI DOT estimate calculations for 2023 General Transportation Aids (GTA) and Connecting Highway Aids after the Mayor’s budget was finalized. Revised amounts were suggested.

Renewals for liability insurance were received after the Mayor’s budget was finalized. Revised amounts were suggested.

Mayor McFarland had intended to not include recommended Enterprise Support funding to Cornerstone of Grace, a NPO that she serves as a board member. This was removed from her budget, but was reinstated by the Finance Committee.

Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second
01-42-73-64	State Aid- Road Allotment	1,014,290	964,266	(50,024)	Davis	Bartz
01-42-73-65	State Aid- Connecting Streets	50,044	50,107	63	Lampe	Bartz
01-51-94-40	Public Liability	195,000	196,500	(1,500)	Bartz	Davis
01-51-81-56	Contingent Fund	50,000	48,500	1,500		
01-51-94-48	Property/Fire Insurance	60,000	62,600	(2,600)	Lampe	Bartz
01-51-81-56	Contingent Fund	48,500	45,900	2,600		
01-51-94-52	Underground Storage Tank Ins	5,000	5,155	(155)	Lampe	Davis
01-51-81-56	Contingent Fund	45,900	45,745	155		
01-57-11-63	Cornerstone of Grace	2,000	-	2,000	Davis	Lampe
	Removed from Mayor's request					
01-57-11-63	Cornerstone of Grace	-	2,000	(2,000)		
	Added to Finance Com request					

- Adjournment.** Ald. Davis moved to approve to adjourn at 7:48 pm, seconded by Ald. Lampe, and carried by unanimous voice vote.

Wednesday, October 12

Members present: Mayor McFarland, Alderpersons Bartz, Davis (video), Lampe, and Ruetten

Others present: Finance Director Mark Stevens, Alders Licht, Smith, and Wetzel, Fire Chief Travis Teesch, Police Chief Robert Kaminski, Recreation Director Kristine Butteris, Public Works Director Jaynellen Holloway, Ben Olsen, Jeff Doyle, Maureen McBroom, Anthony Rauterberg, Chad Butler, Greg Wallach, other fire fighters, Eric Gutzdorf

1. **Call to order:** Mayor McFarland called the meeting to order at 5:50 p.m.

2. **Budget Presentations and Discussions:**

Council President Ruetten presided over budget presentations and discussion.

A. BS&Z, Planning and Development

Jaynellen Holloway presented these budgets. She requested an addition of \$500 to BSZ Dues & Fees to afford participation of a new zoning administrator in the Leadership Watertown program and an increase in Contract Planning Services for the Hoffman Drive sub-area planning.

B. Park Dept., Park Garage, Forestry

Kristine Butteris reviewed these budgets. A combining of Senior Center into Recreation – Admin and Park Garage into Park Department is recommended.

The Mayor had reduced \$26,500 in Park Capital Outlay projects. Ms. Butteris requested consideration that Developer Park [07] funds be budgeted to fund the requests.

The request includes the addition of a full-time Town Square programmer and a part-time recreation programming staff member.

C. Recreation, Aquatic Center, Indoor Pool, Senior Center, Developer Parks [07]

Two capital improvements projects were added to the CIP list after Finance Committee had been given the initial list in a prior meeting: aquatic center slides replacement (original slides are not useable) and Senior/Community Center terrace retaining wall. These two projects total \$300,000, replacing the Riverside wall replacement as a higher priority.

D. PD/Crossing Guard/Dispatch/Municipal Building

The budgets presented by Robert Kaminski.

E. FD/Emergency Government

These budgets presented by Travis Teesch.

Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second
07-58-11-15	Park Improvements	-	26,500	xxx	Ruetten	Lampe
01-55-21-18	Rec Dept: Supplies	30,000	31,000	(1,000)	Bartz	Lampe
01-51-81-56	Contingent Fund	45,745	44,745	1,000		
01-52-41-22	BSZ Dues, Fees, Subscriptions	2,000	2,500	(500)	Lampe	Bartz
01-51-81-56	Contingent Fund	44,745	44,245	500	Lampe	Bartz
01-54-09-69	Contract Planning Services	5,000	9,400	(4,400)		
01-51-81-56	Contingent Fund	44,245	39,845	4,400		

Mayor McFarland presided over remainder of meeting.

3. **Review and take possible action:** Adjustment of 2022 Payroll Resolution to add Public Works Project Manager at Grade M. Ald Ruetten moved, seconded by Ald Bartz, to approve as presented, to be effective day after Council approval.
4. **Review and take possible action:** Adjustment of 2022 Payroll Resolution to adjust Stormwater Project Manager to Grade M. Ald Bartz moved, seconded by Ald Ruetten, to approve as presented, to be effective day after Council approval.
5. **Review and take possible action:** Adjustment of 2022 Payroll Resolution to adjust Assistant City Engineer to Grade Q. Ald Lampe moved, seconded by Ald Ruetten, to approve as presented, to be effective day after Council approval.
6. **Review and take possible action:** Adjustment of 2022 Payroll Resolution to adjust Zoning Administrator to Grade N. Ald Ruetten moved, seconded by Ald Lampe, to approve as presented, to be effective day after Council approval.
7. **Adjournment.** Ald. Lampe moved to approve to adjourn at 7:38 pm, seconded by Ald. Bartz, and carried by unanimous voice vote.

Thursday, October 13

Members present: Mayor McFarland, Alderpersons Bartz, Davis (video), Lampe, and Ruetten

Others present: Finance Director Mark Stevens, Public Works Director Jaynellen Holloway, Assistant Engineer Andrew Beyer, Acting Streets Superintendent Stacy Winkleman, Utility Manager Pete Hartz, Maureen McBroom

1. **Call to order:** Mayor McFarland called the meeting to order at 5:06 p.m.

2. **Budget Presentations and Discussions:**

Council President Ruetten presided over budget presentations and discussion.

A. Water [03]

B. Wastewater [02]

Pete Hartz provided an overview of the Water and Wastewater fund requests. A sewer rehab opportunity was introduced as an additional request.

C. Annual Streets [05 last page]

D. Engineering

E. Stormwater Utility [16]

Andrew Beyer reviewed the proposed streets projects in the Capital Improvements fund [05], Engineering, and Stormwater [16] requests.

The annual streets proposal extends beyond the usual \$1.5M to take advantage of federal Bipartisan Infrastructure Law matching grants.

The Capital Outlay budget for Stormwater includes \$300,000 for a street sweeper that will not be needed if a used one under consideration in the current year is purchased.

In light of almost \$1.6M in capital outlay projected from Stormwater [16], a question was posed as to the standards for fund balance retention for other funds. The Mayor indicated that she and the finance director had initiated conversation on this topic and will be working to recommend guidelines in the future.

F. Street Dept., Street Garages, Machinery & Equipment, Snow and Ice Control, Signs and Markings, Street Lighting

G. Solid Waste [17]

Stacy Winkelman presented the budget proposals for these funds.

Ald Davis left the meeting at 6:24 pm.

Discussion included comment on the desire for fund balance standards for other funds. Mayor McFarland relayed that she and Mark Stevens had already talked about a desire to research the appropriateness of establishing parameters for other funds.

Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second
02-97-30-11	Sewer Rehabilitation	392,500	622,500	xxx	Bartz	Lampe

3. **Adjournment.** Ald. Lampe moved to approve to adjourn at 7:38 pm, seconded by Ald. Bartz, and carried by unanimous voice vote.

Monday, October 17

Members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Ruetten

Others present: Finance Director Mark Stevens, Alders Licht (left after budget discussion) and Smith, Acting Streets Superintendent Stacy Winkleman, Fire Chief Travis Teesch, Library Director Peg Checkai, Police Chief Robert Kaminski (video), Assistant Engineer Andrew Beyer (video for street questions), Anthony Rauterberg, Library Board president Chris Koppes, a couple of fire fighters

1. **Call to order:** Mayor McFarland called the meeting to order at 5:06 p.m.
2. **Review and approve minutes** from September 26 and October 4, 2022. Ald. Ruetten moved to approve, seconded by Ald. Lampe, and carried by unanimous voice vote.
3. **Budget Presentations and Discussions:**

Council President Ruetten presided over budget presentations and discussion.

A. Airport

Krys Brown presented the airport budget.

B. Library/Library Special Fund [11]/Library Trust Fund [20]

C. Additional Budget Discussion:

- Request for budget modifications
 - Library board president C. Koppes requested a reconsideration for the full funding of personnel costs from the General Fund for \$16,180. The mayor's recommended budget limited the 2023 budget to a 4.1% growth over 2022, an equitable amount to the wage increases of city employees. A motion was made by Ald. Lampe, supported by Ald. Bartz, to add \$16,180 to the City support of the library compensation costs [01-55-11-xx]. The vote was 2:2; the motion failed.
 - Recreation programming staff: A motion was made by Ald. Davis to reduce the programming staff request from one FT and one PT staff to one PT staff, but motion died for lack of support. A second motion was made by Ald. Davis to reduce the programming staff request from one FT and one PT staff to two PT staff, supported by Ald. Lampe. After some discussion, the motion failed 1:3. A third motion was made by Ald. Davis to reduce the programming staff request from one FT and one PT staff to one FT staff, supported by Ald. Lampe. Following additional discussion, a friendly amendment was introduced by Ald. Bartz, agreed upon by Alders Davis and Lampe, to cost share the compensation of one FT staff with 75% City and 25% RDA Future Fund. It was noted that this position should include the scope and expertise to include Riverfest and other events. The motion, as amended, was approved by unanimous voice vote.
 - A few smaller adjustments were recommended by the finance director for items researched over past week (reduction of Manufacturing Property Assessment Fee, BSZ payroll account adjustments due to recent payroll resolutions, known changes in insurance coverage needs for Street Dept staff).
 - Based on a budget presentation of last week, Stacy Winkelman presented changes to budgets to share Capital Improvement [05] requests with Stormwater [16] and Solid Waste [17].
 - Ald. Bartz had asked for a review of the EMS charges. With to-date collections along with a 2-3% increase in call volume, it was agreed that an increase could be anticipated. Further investigation will take place as to whether it would be appropriate to revisit the charge rates.
- Capital Projects Borrow Request

- The Public Works Commission forwarded two requests for budget consideration: Fieldcrest Court mill & overlay and lighting on Chadwick Drive. After discussing both, the Finance Committee agreed to add \$32,000 into the Capital Improvements [05] request for four lights.
 - A review took place of the Capital Purchases requests [05], and it was agreed that a borrow request of \$4M was acceptable. This includes \$600K for fire station design and \$225K for aquatic center slides.
 - The Debt fund [04] was altered to account for a first interest payment for the agreed borrow amount (First: Davis, Second: Lampe; unanimous voice vote).
- Other requests
- In the review of the General Fund, the committee agreed to replenish the Contingency to \$50,000 (First: Davis, Second: Lampe; unanimous voice vote).
 - Considering the increased unassigned General Fund fund balance from the prior five years, the committee agreed to reduce the anticipated fund balance in 2023 to an amount that estimates the unassigned fund balance to be approximately 30% of the annual expenditures budget, the high end the City's desired range of 20%-30%. To this end, a motion was made by Ald. Davis, supported by Ald. Bartz, to reduce the tax levy to \$10,400,000 and expect a reduction of the fund balance by approximately \$720,000. Approved by unanimous voice vote.
 - Ald Ruetten asked for a motion to pass the modified budget on to the Council for its approval. Motion was made by Ald. Lampe, seconded by Ald. Bartz, and approved by unanimous voice vote.

Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second
01-51-52-44	Manufacturing Prop Assess Fee	9,000	8,500	500	Lampe	Bartz
01-51-81-56	Contingent Fund	39,845	40,345	(500)		
Building, Safety, Zoning						
01-52-41-10	Salaries	221,902	220,384	1,518	Lampe	Bartz
01-52-41-16	PT Wages	61,245	58,544	2,701		
01-52-41-33	WI Retirement	16,647	16,544	103		
01-52-41-34	Social Security	17,617	17,356	261		
01-52-41-35	Medicare	4,120	4,059	61		
01-51-81-56	Contingent Fund	40,345	44,989	(4,644)		
Street Maintenance						
01-54-31-36	Health Insurance	225,771	256,570	(30,799)	Lampe	Davis
01-54-31-38	Dental Insurance	12,514	14,363	(1,849)		
01-51-81-56	Contingent Fund	44,989	12,341	32,648		
05-54-11-70	Streets Major Capital Outlay	225,000	144,500	xxx	Lampe	Bartz
16-58-16-60	Storm Water Capital Outlay	1,582,620	1,604,120	xxx		
17-58-17-60	Solid Waste Capital Outlay	-	59,000	xxx		
City Attorney						
01-51-61-10	Salaries	194,548	191,760	2,788	Davis	Lampe
01-51-61-33	WI Retirement	13,229	13,040	189		
01-51-61-34	Social Security	12,062	11,889	173		
01-51-61-35	Medicare	2,821	2,781	40		
01-51-81-56	Contingent Fund	12,341	15,531	(3,190)		

Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second
01-44-21-25	EMS Charges	(850,000)	(870,000)	20,000	Bartz	Lampe
01-43-51-00	Building Permits	(75,000)	(77,500)	2,500	Lampe	Bartz
Transit						
13-57-11-46	Purchased Transportation	906,374	934,860	xxx	Bartz	Davis
13-42-73-01	State Mass Transit Aid	(208,466)	(215,018)	xxx		
13-42-73-02	Federal Mass Transit Aid	(290,039)	(299,155)	xxx		
Rec Admin: programming staff				-		
01-55-20-10	Rec Admin Salaries	383,334	347,750	35,584	Davis	Lampe
01-55-20-33	WI Retirement	24,711	23,674	1,037		
01-55-20-34	Social Security	24,548	22,342	2,206		
01-55-20-35	Medicare	5,741	5,225	516		
01-55-20-36	Health Insurance	95,258	90,424	4,834		
01-55-20-37	Life Insurance	640	540	100		
01-55-20-38	Dental Insurance	5,256	4,980	276		
01-51-81-56	Contingent Fund	15,531	60,084	(44,553)		
01-54-10-16	Engineering PT Salaries	15,960	7,980	7,980	Lampe	Bartz
01-54-10-34	Engineering SS	20,259	19,764	495		
01-54-10-35	Engineering Medicare	4,737	4,621	116		
01-51-81-56	Contingent Fund	60,084	68,675	(8,591)		
16-58-16-16	Stormwater PT Salaries	55,952	60,572	xxx		
16-58-16-34	Stormwater SS	29,097	29,592	xxx		
16-58-16-35	Stormwater Medicare	6,805	6,921	xxx		
24-55-41-70	Riverside Park Wall/Bridge Reha	-	75,000	xxx	Davis	Bartz
05-5-42-70	Street Lighting Capital Purch	-	32,000	xxx	Davis	Bartz
01-51-81-56	Contingent Fund	68,675	50,000	18,675	Davis	Lampe
04-59-26-52	'23 \$4.0 GO Notes Interest	65,625	75,000	xxx	Davis	Lampe
Subtotal of Changes				(8,786)		
01-49-99-16	Tax Levy	(10,700,000)	(10,400,000)	(300,000)	Davis	Bartz
Subtotal of Changes				(308,786)		
Mayor's Original Budget				(411,185)		
Finance Com Budget (Impact to Fund Balance)				(719,971)		

Mayor McFarland presided over remainder of meeting.

4. **Review and approve:** one-year contract with Passenger Transit, Inc, for shared-ride taxi service. The Transit Commission is recommending the City agree to a one-year extension of its current contract with Passenger Transit, Inc. to provide shared-ride taxi services for 2023 at an hourly service rate of \$31.27, an amount equal to 1.083 higher than the current rate. Ald. Ruetten moved to approve as presented, seconded by Ald. Lampe, and carried by unanimous voice vote.
5. **Review and approve:** one-year vehicle lease with Passenger Transit, Inc. for shared-ride taxi service. An annual lease is necessary to allow the use of the City's taxi vehicles by the company contracted to provide shared-ride taxi service. Ald. Ruetten moved to approve as presented for 2023, seconded by Ald. Bartz, and carried by unanimous voice vote.
6. **Adjournment.** Ald. Lampe moved to approve adjournment at 8:20 pm, seconded by Ald. Bartz, and carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

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



**FINANCE COMMITTEE MEETING MINUTES
MONDAY, OCTOBER 24, 2022 AT 5:30 PM**

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

Members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Ruetten

Others present: Finance Director Mark Stevens, Attorney Steven Chesebro, Public Works Director Jaynell Holloway, Police Chief Robert Kaminski, Interim Streets Superintendent Stacy Winkelman (video), W-WW Utilities Manager Pete Hartz, Assistant Engineer Andrew Beyer, Tim Hayden

1. **Call to order.** Mayor McFarland called the meeting to order at 5:30 p.m.
2. **Review and take action:** Budget Amendment – Transfer \$6,000 in funds from 01-51-81-56 (Contingency) to 01-54-41-19 (Marking Paint) for Welsh Road Pavement Marking with Century Fence Co. Roughly 1,250 liner feet of roadway would be striped with epoxy markings. After discussion of the desired work to be completed, Ald Lampe moved, seconded by Ald Davis, to approve a transfer of \$7,000 from Contingency [01-51-81-56] to fund \$6,000 to Marking Paint [01-54-41-19] and \$1,000 to Signs Supplies [01-54-41-18], and carried by unanimous voice vote.
3. **Review and take action:** adjust Wastewater Department employee Rick Jirsa from Grade K Step 3 [\$30.55/hr.] to Grade K Step 5 [\$32.20/hr.]. One step is retroactive to August 22, and the second step is retroactive to October 19. Ald Davis moved, seconded by Ald Lampe, to approve as presented, and carried by unanimous voice vote.
4. **Review and take action:** adjust Wastewater Department employee Martin Larson from Grade I Step 2 [\$25.76/hr.] to Grade I Step 4 [\$27.19/hr.]. One step is retroactive to September 12, and the second step is retroactive to September 21. Ald Davis moved, seconded by Ald Lampe, to approve as presented, and carried by unanimous voice vote.
5. **Review and take possible action:** Approve hiring Brian Zirbes for the Zoning & Floodplain Administrator position at Grade N. He would be considered starting at Step 3, but due to existing compression with a subordinate employee, the request is to pay at the Step 4 rate, noticing the employee of this condition. Ald Ruetten moved, seconded by Ald Bartz, to approve as presented, and carried by unanimous voice vote.
6. **Review and take action:** Authorize the Execution of the First Amendment to Agreement Concerning Payment in Support of Municipal Services by and Among Marquardt Village, Inc. and Its Affiliated Entities and the City of Watertown. This amendment updates the payment in lieu of taxes (PILOT) to the current apartment spaces. Ald Ruetten moved, seconded by Ald Lampe, to approve as presented, and carried by unanimous voice vote.
7. **Convene into closed session** per § 19.85(e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Purchase of Real Estate for Fire Department). Ald Bartz moved, seconded by Ald Ruetten, to approve as presented, and carried by unanimous roll call vote.
8. Reconvene into open session
9. **Convene into closed session** per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the

body with respect to litigation in which it is or is likely to become involved. (Wal-Mart R.E. Bus. Trust vs. City of Watertown). Ald Bartz moved, seconded by Ald Ruetten, to approve as presented, and carried by unanimous roll call vote.

10. Reconvene into open session

11. **Review and take action:** Positive recommendation to adopt proposed Resolution. (Wal-Mart R.E. Bus. Trust vs. City of Watertown). Walmart has challenged the City's 2021 property assessment. The mediator's recommended settlement, reducing the 2021 assessment by \$100,000 and keeping the 2022 assessment without change, would result in the City paying a modest rebate of \$1,986 for 2021. Ald Ruetten moved, seconded by Ald Bartz, to approve as presented, and carried by unanimous voice vote.

12. **Convene into closed session** per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Watertown Square, LLC vs. City of Watertown). Ald Bartz moved, seconded by Ald Ruetten, to approve as presented, and carried by unanimous roll call vote.

13. Reconvene into open session

14. **Review and take action:** Consider Amendment of Substitute Development Agreement. (Watertown Square, LLC vs. City of Watertown). The potential buyer of Watertown Square backed out of its purchase offer for the property. The current developer would like to move forward with its requested developer agreement changes so that a future sale would progress with this change in place. Although Attorney Chesebro wasn't successful with all of his requested modifications, the City is saving approximately \$800,000 in future agreement costs. The risk to the City is relegated to a closure of the retail storefronts in the next six years. Ald Ruetten moved, seconded by Ald Davis, to recommend Council approve the revised developer agreement, and carried by unanimous voice vote.

15. **Convene into closed session** per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Vacation Policy)

16. Reconvene into open session

17. **Adjournment.** Ald. Ruetten moved to approve adjournment at 7:42 pm, seconded by Ald. Bartz, and carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

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

PUBLIC WORKS COMMISSION
Tuesday, October 25, 2022

Commission members present: Alders Bartz, Ruetten, Wetzel and Comm'r. Thompson

City employees present:

Public Works Director/City Engineer Jaynllen Holloway

Assistant City Engineer Andrew Beyer

1. Chairman Wetzel called the meeting to order at 5:32 p.m.

2. Comments and suggestions from citizens present

Timothy Marshall addressed the issue of winter sump pump discharge onto Sand Street by him and a number of neighbors causing ice dams in front of driveways.

Ken Berg complimented the Commission on its work on the downtown Main Street, but shared that that parking lanes are not aesthetically appealing as they should be. He also stressed that the street department project manager position should be filled by someone with experience. He also shared that the population signs as one drives into the City are different from one another.

PWD/CE Holloway asked to make a presentation of future Commission dates. Due to the election It was decided to have one meeting in November, on 15th, in advance of the Common Council meeting. The time to be decided per the number of agenda items. The meeting on December 27 will be canceled due to a number of persons who will not be able to attend.

3. Review and approve minutes from September 27, 2022

Motion to approve Comm'r Thompson

2nd Ald. Ruetten

Carried by unanimous voice vote

4. BUSINESS

A. Review and take possible action: Street Repair Petition - Sand Street

The Engineering Division received a request to repair the 1000 block of Sand Street from W. Leonard St. to Silver Drive as soon as 2023. Current practice is to request the Public Works Commission review received street repair petitions and determine if the petitioned street be added to the five-year capital improvement plan.

The pavement of Sand Street between W. Leonard Street and Silver Drive currently has a PASER rating of 2 (10 being a brand new street, 1 being failed pavement) and sump pump discharge to the street causes icing issues in the winter months. The street is not currently in the City's five-year capital improvement plan and street design hasn't been completed. A site map and letter of request by Ald. Fred Smith were attached for the Commission's review.

Ald. Ruetten asked about underground utilities

ACE Beyer stated that in 2019 those were reconstructed when S. Sand was redone.

Comm'r. Thompson stated that utilities would need to be updated as well with engineering design, etc.

Ald. Ruetten asked why the construction did not extend to this block

ACE Beyer was not sure of the reason, but stated that the majority of streets in that area were done.

PWD/CE Holloway suggested that the sump pump discharge be redirected internally into the house. Three houses would need to redirect their sump pump.

Ald. Bartz stated that during the budget process the Finance Committee said "no" to much new street repair across the City and that a patch and/or sump pump redirection would be the plan on Sand St.

Ald. Ruetten also shared that there will be more street repair in the 2023 budget than has been included in years past.

Comm'r. Thompson reminded that Commission that the issue on Sand could be more than just a street repair, but could also be a safety issue.

The following motion was made by Comm'r. Thompson: This section of Sand St. would be placed on Patch list #3 for 2022, however, there is no promise that it will be completed in the Patch list #3 which will begin on October 27. If this is the case, it will be added to Patch list #1 of 2023. Wastewater will reach out to Mr. Marshall and neighbors affected with information on internal sump pump discharge.

2nd Ald. Bartz

B. Informational Only: WisDOT Roundabout Option 2 for STH 16 and E. Main Street

Ald. Bartz asked what the timetable is for this roundabout.

ACE Beyer said 2028, but is advancable to 2025.

Comm'r. Thompson asked why the first option was turned down

ACE Beyer stated that there was not enough turning room for semi traffic delivering to Grinwald Ford and Kayser Chrysler.

Comm'r Thompson asked how far west the resurfacing will go

ACE Beyer said he would research and get back with the Commission.

Ald. Ruetten asked that the State continue their western sidewalk to Oakridge Court allowing Good Shepherd Lutheran and the City to connect to a possible sidewalk around the roundabout.

PWD/CE Holloway will make this request to the State.

C. Review and take action: Change Order No. 1 to 2022 Pavement Marking Contract with Century Fence Co. for \$57,903

- Epoxy pavement marking on EWast Main Street associated with the downtown seal coating, milling and pavement overlay project. This work has been completed and is coming to the Commission via change order after the fact. ARPA funding will cover the expense which is estimated at \$51, 903.
- Epoxy pavement marking on Welsh Road at the State Trunk Highway (STH) 26 Bypass Overpass, roughly 1,250 linear feet of roadway would receive centerline and edge line markings. The estimate to complete this work is \$6,000 which would be funded through the Contingency Account via a transfer of funds to the Marking Paint account pending Finance Committee approval on October 24th.

Ald. Ruetten shared that this has been brought before the Finance Committee and this is a safety issue.

ACE Beyer said there have been two fatalities in the area. One occurred in 2023.

Comm'r. Thompson asked if it has ever been painted

ACE Beyer said that there is no evidence.

5. ADJOURNMENT

Motion to adjourn Ald. Bartz

2nd Comm'r. Thompson

Carried by unanimous voice vote

Meeting adjourned at 6:11 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.



Office of the
Mayor

Memo

To: Common Council
From: Mayor McFarland
Date: November 9, 2022
Re: Town Square Update

Common Council Members,

Below is a summary of the Town Square progress for the last two weeks and the current progress.

Last Two Weeks:

- ❖ Irrigation main line installation is nearing completion, drip line work is underway.
- ❖ Landscape planting began.
- ❖ Light pole and camera pole installation is complete.
- ❖ Paver installation is complete. Paver repairs/replacement work is underway.
- ❖ Fountain valve box installation is nearing completion.
- ❖ All concrete work and sandblasting work have been completed.

Reviewed Current Progress:

- ❖ Electrical panel component delivery has been pushed back a week. They are scheduled to ship 11/15. The electrical panel will not be energized until late November, and we won't be able to provide reliable power to the water feature to test it until spring. We can schedule it for May depending on weather conditions.
- ❖ Delivery date for the food truck pedestals is uncertain. Westphal Electric plans to swab the conduits to remove any water that could freeze so they can be wired once they arrive.
- ❖ The pavers around the water feature heads will be replaced with square pavers with drilled holes due to the quality of the cuts in the pavers around the heads.
- ❖ The small triangular slivers should be replaced with pavers with at least 1 ½ length on the short leg of the paver.
- ❖ The grades along the stardust path adjacent to the landscape seats needs to be raised up to cover the gravel along the bottom of the stones.



- ❖ The grades along the precast seats will be sloped up from the concrete sidewalk toward the path to reduce the amount of exposed concrete footing. The adjacent topsoil in the adjacent sod area will be raised as well.
- ❖ There will be an additional stone placed on the eastside of the overlook stair to help overcome a big steep slope on the eastside to cover a camera panel base.
- ❖ An electrical ground box will be lowered adjacent to the stardust path to blend into adjacent grades.
- ❖ The outcropping stones along riverside plaza will remain as installed. The outcropping blocks at paving edge similar to J1 and GG will be installed with the sawn side down on the ground.
- ❖ The railings are on track to deliver to the site for installation in mid-November.
- ❖ The damaged glass panel on the library is scheduled for delivery to Mobile Glass in mid-November. It will be scheduled for repair as soon as the materials deliver.

Thank you,

Mayor McFarland



Watertown Fire Department Monthly Report October 2022

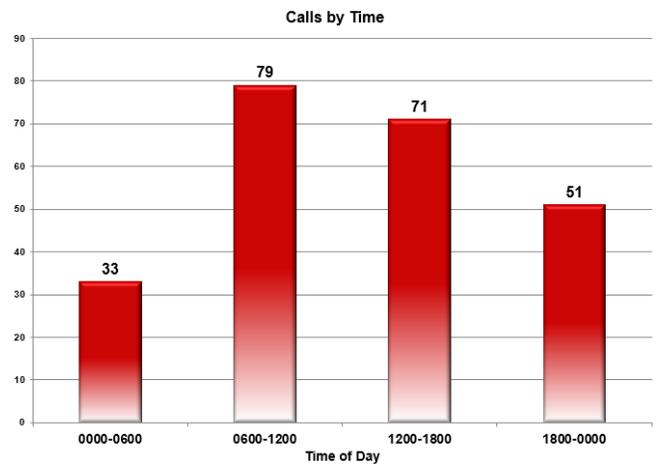




Watertown Fire Department Monthly Report

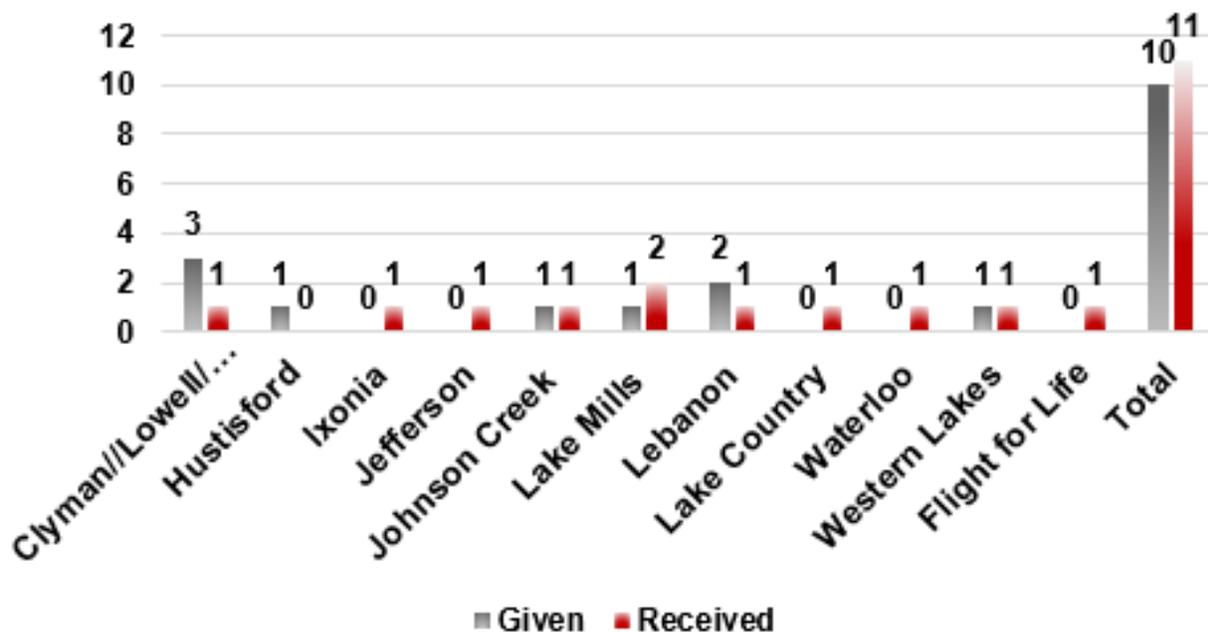
Operational Statistics

Call Breakdown	
Medical Calls	186
Fire Calls	27
Haz-Mat Calls	9
MVC Calls	11
TOTAL CALLS	233
Total Calls YTD 2022	2315
Total Calls YTD 2021	2280



Simultaneous Calls	
2 nd out calls	52
3 rd out calls	6
Total	58
25% of the time we had multiple calls	

Mutual Aid Calls

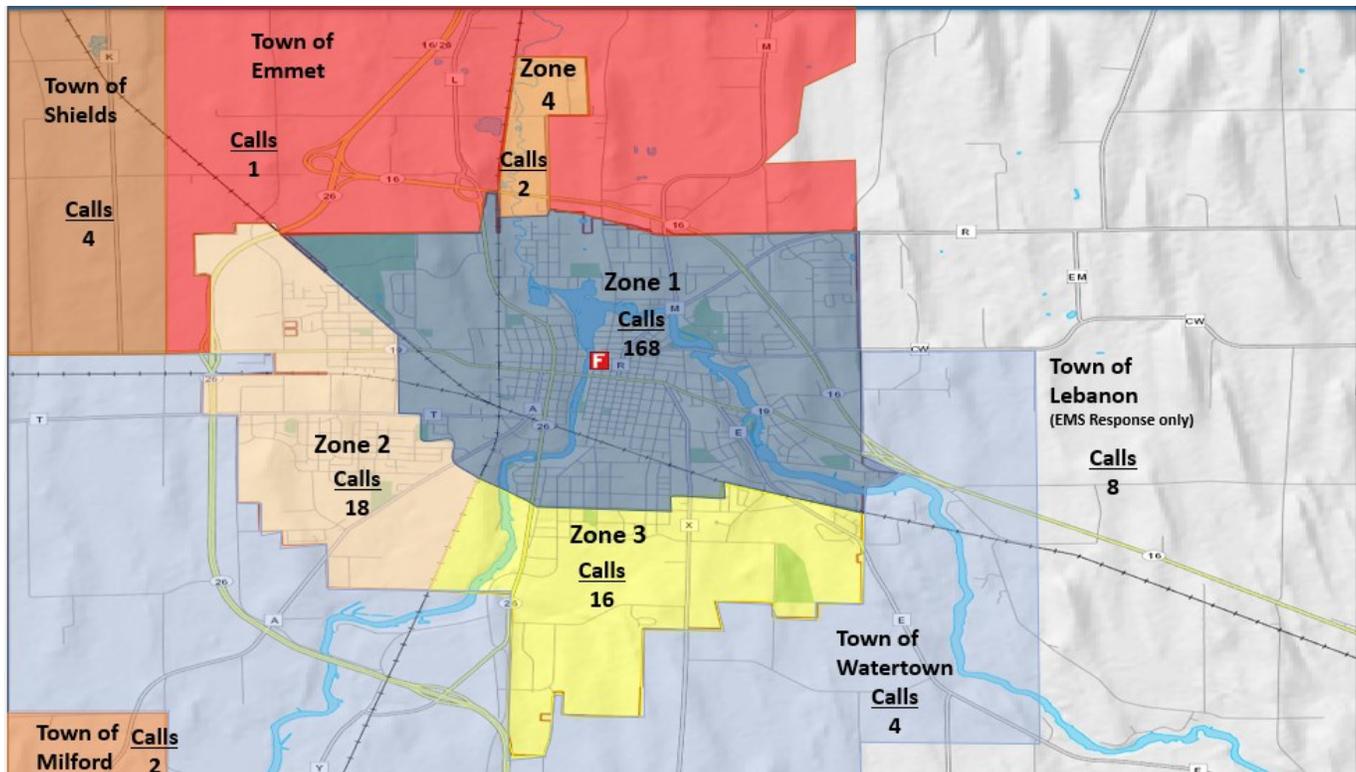




Watertown Fire Department Monthly Report

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	1:06	1:12	1:07	4:20	4:11	4:19
Zone-2	1:09	:29	1:07	6:38	8:36	6:45
Zone-3	1:34	1:26	1:34	6:26	7:48	6:31
Zone-4	1:31	-	1:31	7:21	-	7:21
Zone- 11 Milford	:20	-	:20	11:48	-	11:48
Zone- 12 Town of Watertown	:33	-	:33	8:00	-	8:00
Zone- 13 Emmet	-	-	-	-	-	-
Zone- 14 Shields	1:24	:04	1:08	10:27	10:07	10:23
Zone- 15 Lebanon	1:42	N/A	N/A	10:23	N/A	N/A
Delay due to Simultaneous Calls	6:13			10:45		

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

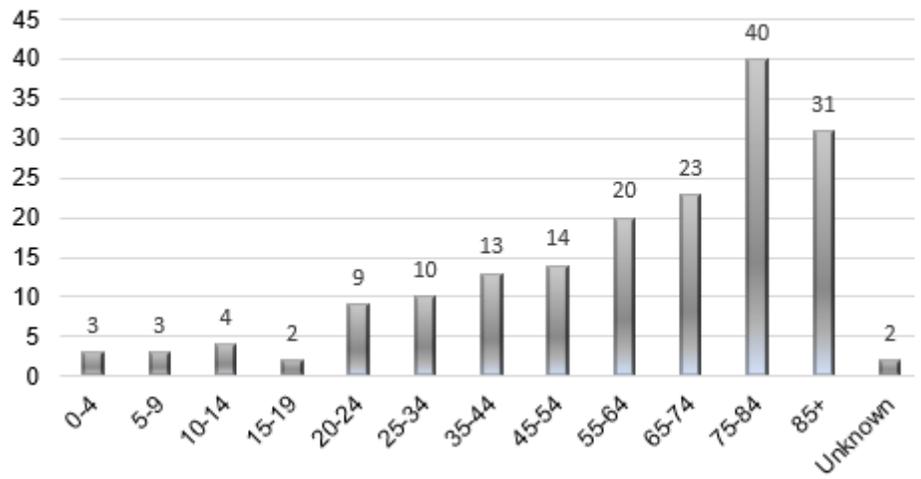




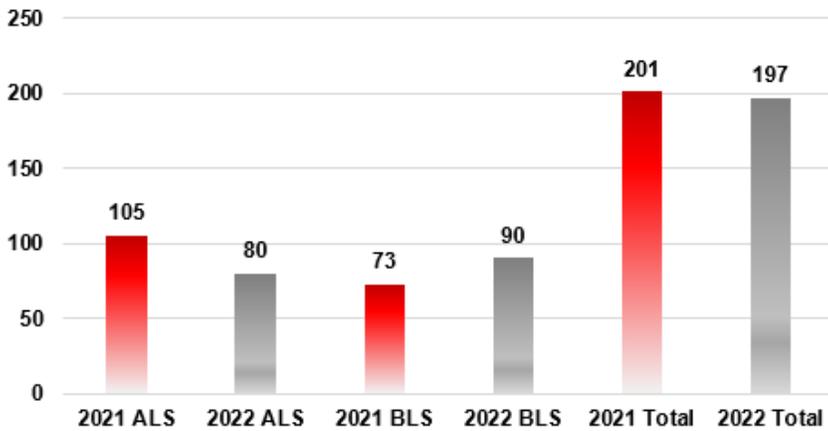
Watertown Fire Department Monthly Report

Emergency Medical Services

Patient Contact By Age

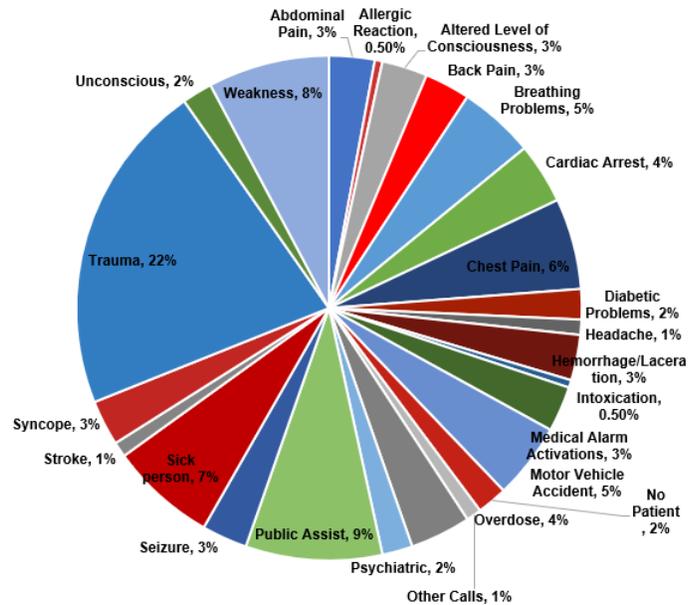


Emergency Medical Calls



*Includes Lift Assists, MVCs, etc.

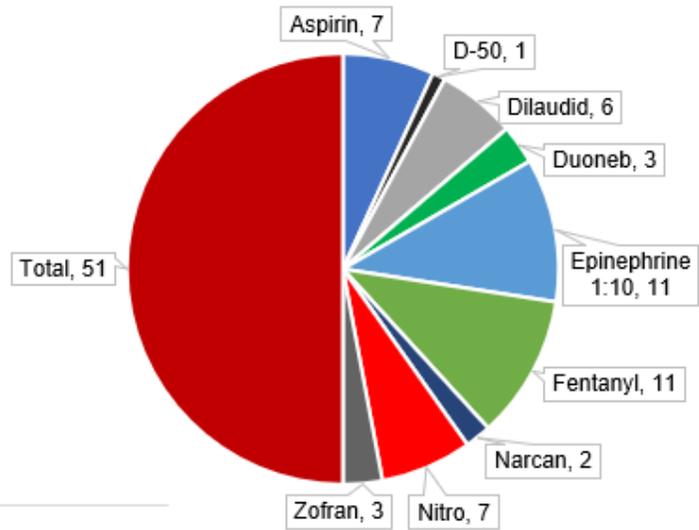
EMS Call Purpose by Provider Primary Impression



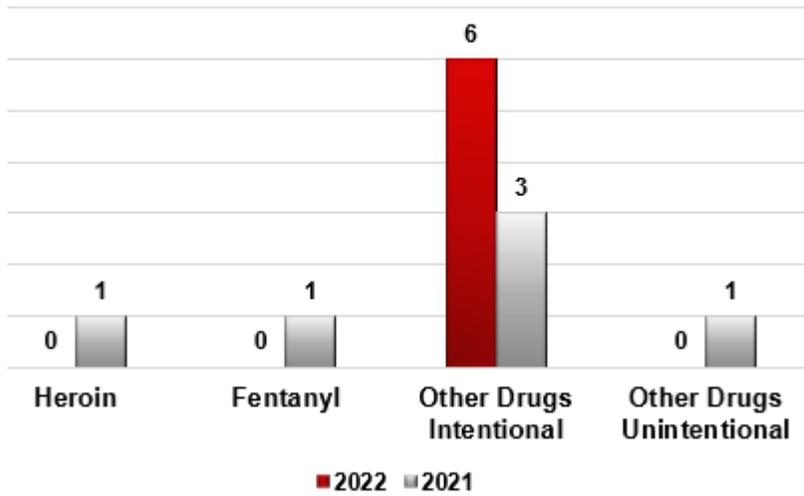
*Traumatic injuries includes Lift Assists, MVCs, falls, trauma related



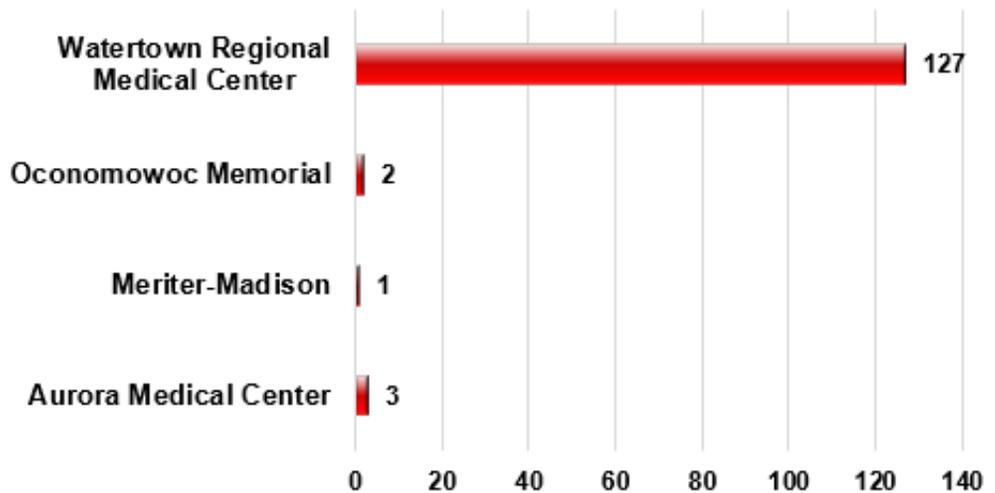
Medications Administered



Overdoses



Hospital Transports

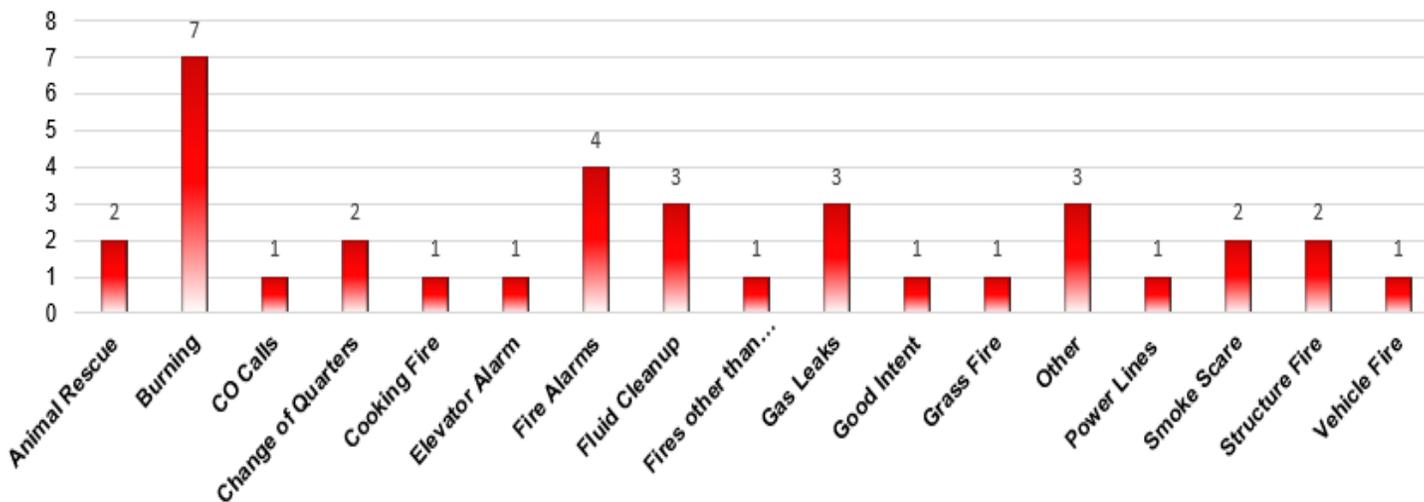




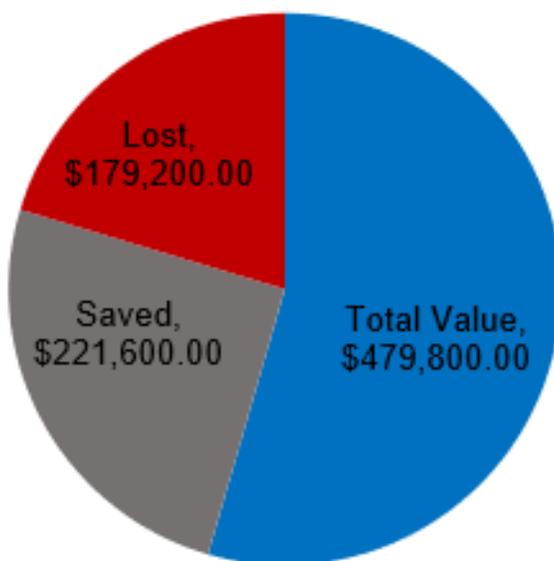
Watertown Fire Department Monthly Report

Fire Incidents

Fire/Haz-Mat Calls



Fire Dollar Saved vs. Loss





Watertown Fire Department Monthly Report

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

Engine Company

- Blitz Attack
- 2 1/2' Speedlay

Truck Company

- Six Person Deployment

Rescue Company

- Victim Drags and Carries

EMS Training

- Cold Weather Emergencies



Total A Shift Training Hours	64.5
Total B Shift Training Hours	75.5
Total C Shift Training Hours	133
Total Shift Training Hours	273



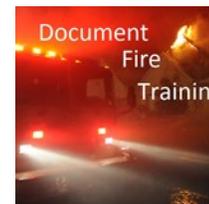
123.5



66.25



9



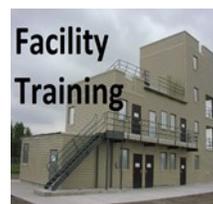
135.5



1



31



9



15

Total
389.25

The crew received EKG Training with Dr. Iqbal, Cardiologist at WRMC. This training will help them get the care patients need fast.





Watertown Fire Department Monthly Report

Community Risk Reduction



4 Smoke Detectors Installed



11 Station Tours



2 Changed Batteries



17 Community Events



6 Fire Drills Conducted



6 Fire Safety Talks with Children



1 Home Safety Check



1 CPR Class



6 Public Speaking Events



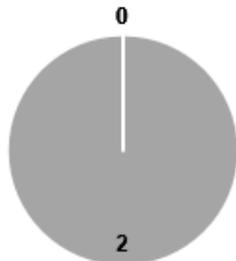
2 Football game Standbys

2,591 Outreached Citizens

47.5 Contact Hours

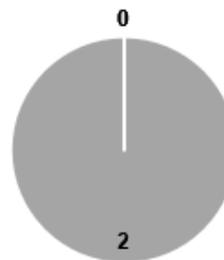


Community Healthcare Coalition Events



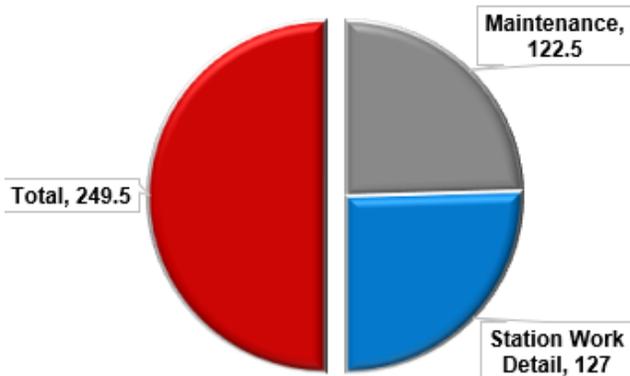
- Unsafe Situation Awareness
- Wellness Clinics/Immunizations
- Community Resource Referrals

Community Healthcare Coalition Contacts



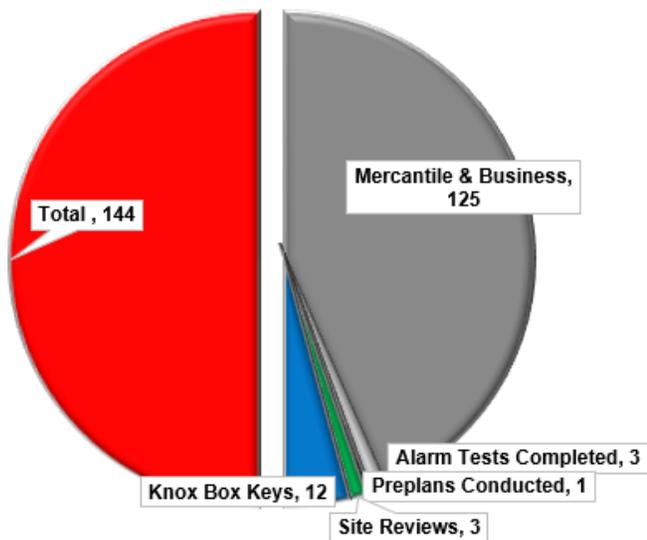
- Unsafe Situation Awareness
- Wellness Clinics/Immunizations
- Community Resource Referrals

Maintenance & Station Work Hours

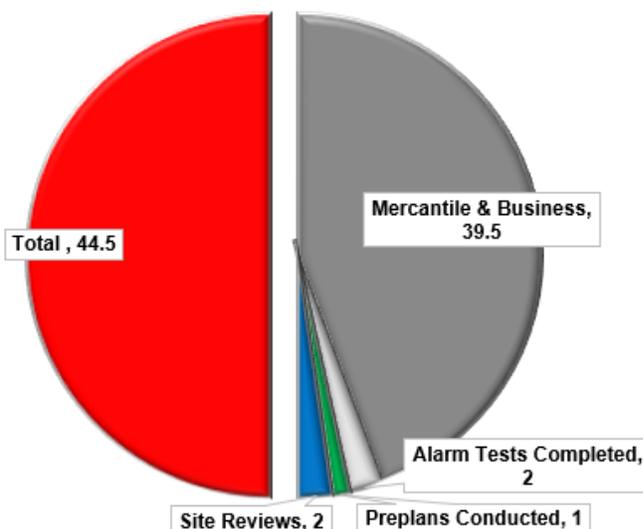




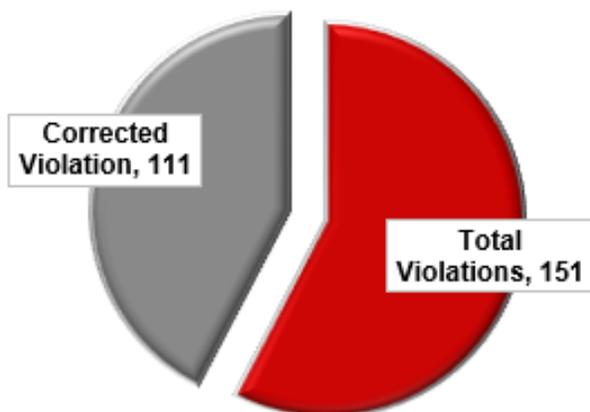
Inspections/ Alarm Tests



Total Hours on Inspections/Tests



Violations





Watertown Fire Department Monthly Report

Department Incidents

October 7th– Barn Fire N1749 Yerges Rd., Lowell

E61 and 4102 responded to a MABAS Box Alarm Mutual Aid request to CLR for a barn fire. E61 provided fire attack using a 1 1/2 in hose, and 4102 assisted operations. The fire was extinguished.



October 28th– Structure Fire 302 Lauren Ln., Watertown

E61, MED 53, MED 54, and 4102 responded for a structure fire that started in the garage. Mutual Aid was requested. The fire was extinguished. Crews were on scene for 3 hours. No injuries reported. Thanks to Lebanon, Lake Mills, Waterloo, Johnson Creek, Jefferson, and CLR Fire Departments for assisting.

Motor Vehicle Crashes

- 10/1 N Church St
- 10/3 Clement St
- 10/4 S Church St
- 10/10 E Main St
- 10/13 Hwy 16 & 60
- 10/17 E Main St.
- 10/19 S Church
- 10/23 Cty. Rd CW & JF
- 10/24 Hall St
- 10/26 Carriage Hill
- 10/26 Welsh Rd





Watertown Fire Department Monthly Report

Public Relations

October 8th– Fall Festival Riverside Park, Watertown

The crew attended the fall festival at Riverside Park to show the engine and ambulance.



October 9th– Resource Fair YMCA S 8th St., Watertown

The crew talked with the public on what it takes to be a fire fighter or EMS and fire safety.

October 11th– Fire Prevention Talk 317 N. 6th St., Watertown

The crew visited St. Johns Lutheran School and gave a safety talk and showed the apparatus.

October 11th– Stroke Awareness Talk 1408 Memorial Dr., Watertown –Highland Village

The Fire Department talked to residents at Highland Village about stroke awareness.

October 14th– Lunch 210 N. Montgomery, Watertown

The crew ate lunch with the students at Lincoln STEM



October 14th– Fire Prevention Talk 801 S 5th St. Watertown

The crew visited Trinity St. Lukes Lutheran Preschool and gave a fire safety talk and showed the apparatus.



October 19th– Fire Prevention Talk 100 S Water St., Watertown

The Fire Department members stopped into the Library to talk about fire safety to a group of home schooled children.





Watertown Fire Department Monthly Report

Public Relations

October 26-28– Hose Testing

Watertown Fire Department tested all hoses on the fire trucks to make sure they are in working order and to stay in compliance with NFPA.



October 25– All Department Field Trip 106 Jones St. Watertown

The Fire Department participated in a field trip with all of the city departments in the City of Watertown. 2nd graders toured the fire department.



October 26– RMS Career Exploration 106 Jones St. Watertown

The Fire Department participated in the Riverside Middle School Career Exploration Day. The 7th graders learned about what it takes to become a firefighter.

October 29– Pumpkin Pooza and Trunk or Treat Watertown

The crew handed out Trick or Treat candy at both downtown Main St. and the Moose Lodge during Pumpkin Pooza and Trunk or Treat



Halloween
The crews held a pumpkin carving contest.



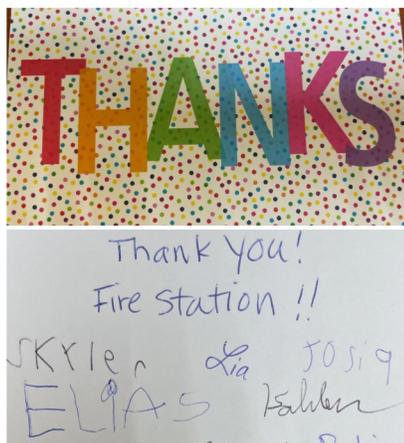
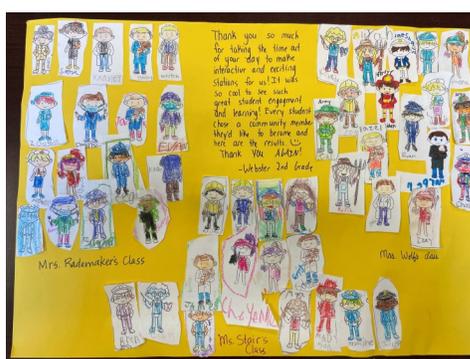
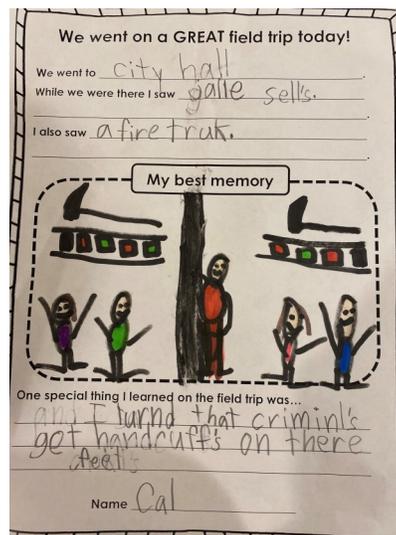
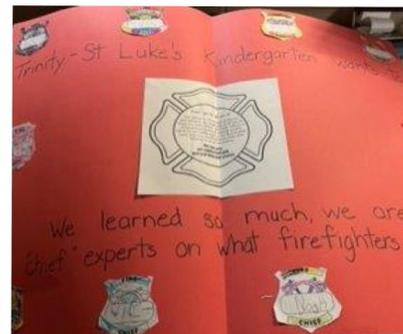
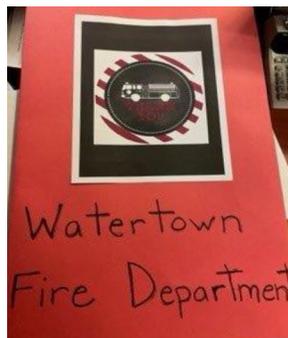


Watertown Fire Department Monthly Report

You've Been Caught Doing an Outstanding Job!



October 12th-
Firefighters
Brandon Wojonowski
and Matt Winchester
received life saving
awards with the
Dodge County
Sherriff's Office for
an EMS call in July.



Please join us at Lincoln STEM School for lunch on FRIDAY, OCT. 14th at 11:00am!



We would like to treat you to lunch for all of your hard work and bravely and tirelessly helping our entire community! YOU all are our heroes!!!!



**City of Watertown
and Greywolf Acquisitions, LLC
Memorandum of Understanding
for the Extension of Utilities Infrastructure along W. Main Street, Watertown, WI**

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) made and entered into this ____ day of _____, 2022, by and between the City of Watertown (City), and Greywolf Acquisitions, LLC (Developer).

WHEREAS, Developer has entered into a binding purchase and sale agreement for the purchase of approximately 90 acres adjacent to the Highway 26 Bypass (the “Property”); and,

WHEREAS, Developer desires to develop a mix of uses that may include, but is not limited to, multifamily housing, single-family housing, commercial and retail, hotel, and industrial on the Property if suitable; and,

WHEREAS, Developer may require financial support to complete desired development; and,

WHEREAS, the City has available TIF/TID capacity which would permit it to assist Developer with desired development.

NOW, THEREFORE, in consideration of the following mutual agreements and covenants, the Parties hereby agree as follows:

1. **City’s Obligation.** Within one year of Developer closing on the Property, the City shall designate a TID which incorporates the Property, and which will be in compliance with all statutory and regulatory requirements.
2. **Developers Obligation.** Prior to receiving any benefits associated with the creation of the TID which includes the Property, the Developer will enter into a Development Agreement with the City and will comply with all federal, state, and local requirements for any planned development.
3. **Modifications.** There shall be no modifications to this MOU except those entered into with the same formality as this MOU and executed by the Parties.
4. **Breach not Waiver.** Waiver of any breach of any provision of this MOU shall not constitute waiver of any other or subsequent breaches.
5. **Severability.** If one or more of the provisions of this MOU are for any reason invalid, illegal, or unenforceable, in whole or in part, then such provision or provisions only shall be void and shall not affect any other provision of this MOU. The remaining provisions of this MOU shall remain operative and in full force and effect and shall in no way be affected, prejudiced, or disturbed.
6. **Notices.** Notices required or permitted to be provided under this MOU shall be served upon the Parties in writing or by personally delivering the same, addressed as follow, or to such other person or place designated in a notice given as provided in this Section with a courtesy copy sent electronically via email to each Parties’ representative.

To City: City of Watertown
Attention: Mayor
106 Jones St., P.O. Box 477
Watertown, WI 53094

With a Copy to: City of Watertown
Attention: City Attorney
106 Jones St., P.O. Box 477
Watertown, WI 53094

To Developer: Greywolf Acquisitions, LLC
Attention: Joe Wagner
1609 Landmark Dr., Suite 106
Cottage Grove, WI 53527

- 7. **Assignment.** This MOU shall not be assigned or transferred to any other person or entity without the prior express written approval of the Developer and City.

IN WITNESS WHEREOF, the parties hereto, having read and understood the entirety of this agreement, and being fully authorized to do so, have hereunto set their hands.

City of Watertown

By: _____
Emily McFarland, Mayor

Greywolf Acquisitions, LLC

By: _____
Joe Wagner, Founder and CEO

Emily McFarland

TO: MEMBERS OF THE COMMON COUNCIL

I would appreciate your consideration of the following appointments:

Watertown Housing Authority

William Kuehl – serving a partial term, replacing Tom Pasch ending August 2023

Michelle Malmstrom – serving second term ending August 2024

Judy Bear – serving second term ending August 2025

Robert Stocks – serving second term ending August 2026

Jim Braughler – serving third term ending August 2027

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 = 11/15/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
ALSCO INC						
1512	ALSCO INC	IMIL1853077	MATT SERVICE AT CITY HALL	10/28/2022	65.26	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1853077	SHIRTS AND COVERALLS MEC	10/28/2022	68.45	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1853077	COVERALLS STORM WATER T	10/28/2022	30.01	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1853077	COVERALL SERVICE FOR SOLI	10/28/2022	4.84	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					168.56	
1512	ALSCO INC	IMIL1855176	MATT SERVICE AT CITY HALL	11/04/2022	65.26	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1855176	SHIRTS AND COVERALLS MEC	11/04/2022	58.65	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1855176	COVERALLS STORM WATER T	11/04/2022	29.32	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1855176	COVERALL SERVICE FOR SOLI	11/04/2022	4.84	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					158.07	
AMERICAN PUBLIC WORKS ASSN						
1540	AMERICAN PUBLIC WORKS AS	ID 779234	MEMBERSHIP APWA	09/06/2022	400.00	16-58-16-18 OFFICE SUPPLIES
1540	AMERICAN PUBLIC WORKS AS	ID 779234	MEMBERSHIP APWA	09/06/2022	400.00	01-54-10-22 DUES, FEES & SUBS
Total 1540:					800.00	
ANDREA DRAEGER						
553411	ANDREA DRAEGER	11822	REIMBURSE MILEAGE	11/08/2022	194.38	01-55-20-42 MILEAGE
553411	ANDREA DRAEGER	11822	TRAVEL FEES FOR CONF	11/08/2022	33.65	01-55-20-24 TRAVEL
Total 553411:					228.03	
AT&T MOBILITY-FIRSTNET						
552664	AT&T MOBILITY-FIRSTNET	287303591659	IT PHONE	10/23/2022	43.57	01-51-86-32 TELEPHONE
552664	AT&T MOBILITY-FIRSTNET	287303591659	MAYOR PHONE	10/23/2022	43.57	01-51-31-32 TELEPHONE
Total 552664:					87.14	
AYRES ASSOCIATES INC						
1990	AYRES ASSOCIATES INC	203143	REHABILITATION OF THE CADY	10/27/2022	7,556.04	05-58-11-40 BRIDGES
Total 1990:					7,556.04	
BADGER WELDING SUPPLIES INC						
2043	BADGER WELDING SUPPLIES I	3738651	OXYGEN-FD	10/31/2022	6.20	01-52-31-54 EMS SUPPLIES
Total 2043:					6.20	
BAKER TILLY US LLP						
2051	BAKER TILLY US LLP	BT2229251	AUDIT SERVICES OCTOBER SE	10/31/2022	6,298.00	01-51-57-42 ACCOUNTING & AUDIT
Total 2051:					6,298.00	
BURKE TRUCK AND EQUIPMENT						
2947	BURKE TRUCK AND EQUIPMEN	30325	PLOW WING CABLE	11/04/2022	135.38	01-54-11-20 REPAIRS

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 2947:					135.38	
CENTURYLINK						
3301	CENTURYLINK	616369898	PHONE SERVICE - LONG DISTA	11/01/2022	8.36	01-51-71-32 TELEPHONE
Total 3301:					8.36	
CON-COR COMPANY INC						
3714	CON-COR COMPANY INC	113825	OUTER FLANGE AND BOLTS V	10/27/2022	185.74	01-54-11-20 REPAIRS
Total 3714:					185.74	
CONVERGENT SOLUTIONS INC						
3762	CONVERGENT SOLUTIONS INC	54580	PD - PHONE REPAIR	11/03/2022	203.45	01-51-71-20 REPAIRS
Total 3762:					203.45	
CORPORATE BUSINESS SYSTEMS						
3793	CORPORATE BUSINESS SYSTE	32705862	COPIER LEASE FEE HR	10/26/2022	100.80	01-51-60-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	32705862	COPIER LEASE FEE MAYOR	10/26/2022	14.40	01-51-31-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	32705862	COPIER LEASE FEE IT	10/26/2022	14.40	01-51-86-18 IT SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	32705862	COPIER LEASE FEE SIDC	10/26/2022	14.40	60-51-05-18 SUPPLIES SIDC COORD
Total 3793:					144.00	
3793	CORPORATE BUSINESS SYSTE	32732977	COPIER LEASE FEE-CA	10/31/2022	142.40	01-51-61-18 SUPPLIES & EXPENSE
Total 3793:					142.40	
3794	CORPORATE BUSINESS SYSTE	329345	COPIER MAINT FEE OVERAGE-	11/01/2022	15.35	01-51-60-18 SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	329345	COPIER MAINT FEE OVERAGE-	11/01/2022	37.93	01-51-31-18 SUPPLIES & EXPENSE
Total 3794:					53.28	
CORY SCHULTZ						
554115	CORY SCHULTZ	091622	TRAINING REIMBURSEMENT-F	09/16/2022	322.98	01-52-31-48 TRAINING TUITION
Total 554115:					322.98	
COTTINGHAM & BUTLER INS SVCS						
3125	COTTINGHAM & BUTLER INS S	283295	JOB CLASSIFICATIONS-PW MA	11/09/2022	275.00	01-54-21-18 SUPPLIES & EXPENSE
3125	COTTINGHAM & BUTLER INS S	283295	JOB CLASSIFICATIONS-IT	11/09/2022	275.00	01-51-86-18 IT SUPPLIES & EXPENSE
Total 3125:					550.00	
DODGE COUNTY TREASURER						
4565	DODGE COUNTY TREASURER	OCT 2022	OCT 22 COURT FINES	10/31/2022	261.00	01-43-61-00 COURT PENALTIES & CO
Total 4565:					261.00	
ENVIROTECH EQUIPMENT						
5635	ENVIROTECH EQUIPMENT	22-0019835	CYLINDER FOR VEH 132	10/25/2022	646.84	16-58-16-22 MAINTENANCE
Total 5635:					646.84	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
ERIC GUTZDORF						
553689	ERIC GUTZDORF	11822	SAFETY BOOTS REIMBURSE	11/08/2022	100.00	01-55-41-59 SAFETY EQUIPMENT
Total 553689:					100.00	
FEHR GRAHAM ENGINEERING & ASSOCIATES						
6094	FEHR GRAHAM ENGINEERING	111202	ANNUAL REGULATORY SAFETY	10/31/2022	500.00	01-54-31-59 SAFETY EQUIPMENT
6094	FEHR GRAHAM ENGINEERING	111202	ANNUAL REGULATORY SAFETY	10/31/2022	500.00	16-58-16-41 SAFETY EQUIPMENT
6094	FEHR GRAHAM ENGINEERING	111202	ANNUAL REGULATORY SAFETY	10/31/2022	500.00	17-58-17-59 SAFETY EQUIPMENT
Total 6094:					1,500.00	
FEILS CATERING						
6093	FEILS CATERING	1221031	BIRTHDAY MEALS-SR CENTER	10/31/2022	37.10	01-58-11-07 SR. CENTER FUNDRAISI
Total 6093:					37.10	
FIRE SERVICE INC						
6371	FIRE SERVICE INC	WI-3502	E62 PUMP TEST-FD	11/01/2022	300.00	01-52-31-42 APPARATUS MAINTENAN
Total 6371:					300.00	
6371	FIRE SERVICE INC	WI-3503	E62 FUEL SYSTEM REPAIR, BA	11/01/2022	2,757.28	01-52-31-42 APPARATUS MAINTENAN
Total 6371:					2,757.28	
6371	FIRE SERVICE INC	WI-3505	E62 A SERVICE -FD	11/01/2022	1,450.00	01-52-31-42 APPARATUS MAINTENAN
Total 6371:					1,450.00	
FRAWLEY OIL COMPANY INC						
6728	FRAWLEY OIL COMPANY INC	54630	OIL FOR PARKS	11/02/2022	253.50	01-55-41-42 EQUIPMENT REPAIRS
Total 6728:					253.50	
GOLLON BAIT & FISH FARM						
554008	GOLLON BAIT & FISH FARM	45270	MINNOWS-DAPHNIA CNTRL - W	10/27/2022	100.00	02-82-00-18 SUPPLIES & EXPENSE
Total 554008:					100.00	
HIGGINS AUTO REPAIR INC						
8458	HIGGINS AUTO REPAIR INC	22-12435	TOWING-POLICE	10/31/2022	70.00	01-52-11-49 TOWING
Total 8458:					70.00	
HILLARY OTHELLO						
55283	HILLARY OTHELLO	8233	REFUND YOUTH SOCCER FEE	01/27/2022	40.00	01-44-62-10 REC DEPT. REVENUE
Total 55283:					40.00	
HUBRED SEPTIC PUMPING PORTA-POTTIES						
554447	HUBRED SEPTIC PUMPING PO	853849	PD - DONUT DASH	10/31/2022	460.00	01-58-11-13 POLICE DEPT. DONATIO
Total 554447:					460.00	
INTERSTATE BILLING SERVICE INC						
9490	INTERSTATE BILLING SERVICE	X101053158:0	STOCK BRAKES FOR SOLID W	10/06/2022	493.72	17-58-17-20 REPAIRS

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 9490:					493.72	
9490	INTERSTATE BILLING SERVICE	X101054813:0	BRAKE STOCK FOR STREETS	10/31/2022	262.26	01-54-11-20 REPAIRS
Total 9490:					262.26	
JAMES LAPINSKE						
55245	JAMES LAPINSKE	10498	REFUND SPRING & FALL SOCC	11/08/2022	70.00	01-44-62-10 REC DEPT. REVENUE
Total 55245:					70.00	
JAMES RICE						
27669	JAMES RICE	11822	PACKER TALK-SR CTR	11/08/2022	200.00	01-58-11-07 SR. CENTER FUNDRAISI
Total 27669:					200.00	
JANI-KING OF MILWAUKEE						
10100	JANI-KING OF MILWAUKEE	MIL11220174	CLEANING SERVICE AT AIRPOR	11/01/2022	642.75	01-54-53-18 SUPPLIES & EXPENSE
Total 10100:					642.75	
JEFFERSON COUNTY TREASURER						
10295	JEFFERSON COUNTY TREASU	OCT 2022	COURT FINES - OCT 22	10/31/2022	996.40	01-43-61-00 COURT PENALTIES & CO
Total 10295:					996.40	
JEFFERSON FIRE AND SAFETY INC						
10300	JEFFERSON FIRE AND SAFETY	IN145947	KNEE PAD REPLACEMENT FOR	11/01/2022	122.00	01-58-11-05 FIRE 2% DUES
Total 10300:					122.00	
JEFFERY MELOY						
13335	JEFFERY MELOY	MELOY 10302	PD - REIMB-MELOY	10/30/2022	18.98	01-52-11-44 VEHICLE REPAIRS & MAI
Total 13335:					18.98	
JEN DEVERS						
554458	JEN DEVERS	110322	RAIN BARREL REBATE	11/03/2022	15.00	16-58-16-45 EDUCATION & OUTREAC
Total 554458:					15.00	
JERRY HEPP EXCAVATING INC						
8356	JERRY HEPP EXCAVATING INC	30573	FUEL FOR REFERIGERATION U	09/02/2022	314.88	12-50-05-70 FOOD EXPENSES
Total 8356:					314.88	
JOHN BOLLIG						
553533	JOHN BOLLIG	111022	CHRISTMAS PARADE	11/07/2022	240.00	01-58-11-10 CHRISTMAS PARADE
Total 553533:					240.00	
JX ENTERPRISES INC						
1094	JX ENTERPRISES INC	13175063P	DOSING VALVE VEH 21	10/18/2022	392.17	17-58-17-20 REPAIRS
Total 1094:					392.17	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
1094	JX ENTERPRISES INC	13175527P	SENSOR FOR VEH 21	10/20/2022	507.86	17-58-17-20 REPAIRS
	Total 1094:				507.86	
1094	JX ENTERPRISES INC	13176256P	VALVE PP5 CONTROL	11/04/2022	162.99	17-58-17-20 REPAIRS
	Total 1094:				162.99	
1094	JX ENTERPRISES INC	13176906P	SERP BELT VEH 21 AND STOCK	11/03/2022	117.98	17-58-17-20 REPAIRS
	Total 1094:				117.98	
KIMBALL MIDWEST						
11383	KIMBALL MIDWEST	100319361	STOCK SMALL PARTS SUPPLY	09/22/2022	998.17	01-54-11-20 REPAIRS
	Total 11383:				998.17	
11383	KIMBALL MIDWEST	100444936	STOCK PARTS	10/31/2022	332.88	01-54-11-20 REPAIRS
	Total 11383:				332.88	
KLECKERS HEATING & AIR CONDITIONING						
54469	KLECKERS HEATING & AIR CO	i14916	LABOR & HONEYWELL 1	10/19/2022	300.25	01-54-53-18 SUPPLIES & EXPENSE
	Total 54469:				300.25	
KWIK TRIP BUSINESS PLUS						
11973	KWIK TRIP BUSINESS PLUS	V1926 110122	FUEL-FIRE	11/01/2022	297.74	01-52-31-40 FUEL
	Total 11973:				297.74	
KWIK TRIP EXTENDED NETWORK						
11971	KWIK TRIP EXTENDED NETWO	NP63231452	PD - FUEL / CAR WASH	11/07/2022	435.48	01-52-11-40 FUEL
	Total 11971:				435.48	
LAKESIDE INTERNATIONAL TRUCKS						
12048	LAKESIDE INTERNATIONAL TR	5158131P	CREDIT FOR SENSOR EXCHAN	02/22/2022	886.70-	01-54-11-20 REPAIRS
	Total 12048:				886.70-	
12048	LAKESIDE INTERNATIONAL TR	5165509P	VALVES/TANK MAJOR REPAIR F	09/23/2022	868.16	01-54-11-20 REPAIRS
	Total 12048:				868.16	
12048	LAKESIDE INTERNATIONAL TR	5165509PX1	PARTS - VEH #53	09/23/2022	553.36	01-54-11-20 REPAIRS
	Total 12048:				553.36	
12048	LAKESIDE INTERNATIONAL TR	5165888PX1	RETRACTOR BELT FOR VEH #5	10/26/2022	233.44	01-54-11-20 REPAIRS
	Total 12048:				233.44	
12048	LAKESIDE INTERNATIONAL TR	5166451P	STEERING GEAR ASSEMBLY -	10/21/2022	1,374.38	01-54-11-20 REPAIRS
	Total 12048:				1,374.38	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
12048	LAKESIDE INTERNATIONAL TR	8118888	TRANSMISSON TROUBLESHO	09/20/2022	1,430.04	17-58-17-20 REPAIRS
Total 12048:					1,430.04	
12048	LAKESIDE INTERNATIONAL TR	8119305	CREDIT ON ONV 8118888	10/13/2022	824.58-	17-58-17-20 REPAIRS
Total 12048:					824.58-	
12048	LAKESIDE INTERNATIONAL TR	CM5165888P	GEAR ASSEMBLY EXCHANGE	10/21/2022	1,374.38-	01-54-11-20 REPAIRS
Total 12048:					1,374.38-	
12048	LAKESIDE INTERNATIONAL TR	CM5166451P	CORE RETURN CREDIT VEH #5	10/27/2022	598.50-	01-54-11-20 REPAIRS
Total 12048:					598.50-	
LAND TECH SURVEYING LLC						
554400	LAND TECH SURVEYING LLC	5739	LAND SURVEY FOR NEW STATI	11/01/2022	2,750.00	01-52-31-18 SUPPLIES & EXPENSE
Total 554400:					2,750.00	
LANGE ENTERPRISES						
12110	LANGE ENTERPRISES	81854	SIGNS (4) STOCK	10/26/2022	247.48	01-54-41-18 SUPPLIES & EXPENSE
Total 12110:					247.48	
12110	LANGE ENTERPRISES	81855	FIB KIT SIGN HOLDERS (2)	10/26/2022	90.32	01-54-41-18 SUPPLIES & EXPENSE
Total 12110:					90.32	
LINDSEY WEBER						
55214	LINDSEY WEBER	10251	REFUND SOCCER FEE-REC	11/08/2022	35.00	01-44-62-10 REC DEPT. REVENUE
Total 55214:					35.00	
55214	LINDSEY WEBER	8711	REFUND SPRING & FALL SOCC	11/08/2022	35.00	01-44-62-10 REC DEPT. REVENUE
Total 55214:					35.00	
LISA SCHWARTZ						
19380	LISA SCHWARTZ	10192022	TRAVEL LEAGUE OF MUNICIPA	10/31/2022	190.00	01-51-60-24 TRAVEL & EDUCATION
Total 19380:					190.00	
LRS						
554437	LRS	0003063093	AIRPORT TRASH DISPOSAL - N	10/31/2022	91.80	01-54-53-18 SUPPLIES & EXPENSE
Total 554437:					91.80	
LYCON INC						
553951	LYCON INC	0974469-IN	CONCRETE & FUEL- WATER DE	10/31/2022	315.00	03-99-99-99 CAPITAL OUTLAY
553951	LYCON INC	0974469-IN	CONCRETE & FUEL - FOURTH	10/31/2022	803.00	05-58-11-73 SIDEWALK
Total 553951:					1,118.00	
553951	LYCON INC	0974997-IN	CONCRETE & FUEL-HARRISON	11/06/2022	909.00	03-99-99-99 CAPITAL OUTLAY

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 553951:					909.00	
MAAS BROS CONSTRUCTION CO						
13028	MAAS BROS CONSTRUCTION	6	RDA TOWN SQUARE: PAYMENT	09/30/2022	539,093.96	05-95-11-70 RDA TOWN SQUARE
Total 13028:					539,093.96	
13028	MAAS BROS CONSTRUCTION	7	RDA TOWN SQUARE: PAYMENT	10/27/2022	203,941.47	05-95-11-70 RDA TOWN SQUARE
Total 13028:					203,941.47	
MACHINED PRODUCTS, INC.						
13036	MACHINED PRODUCTS, INC.	18789	FOLLER AND PINS FOR FORKLI	10/26/2022	200.00	01-54-11-20 REPAIRS
Total 13036:					200.00	
MADISON AREA TECHNICAL COLLEGE						
13041	MADISON AREA TECHNICAL CO	121222	FIRE INSPECTOR STATE EXAM-	11/10/2022	80.00	01-52-31-22 DUES, FEES & SUBS
Total 13041:					80.00	
MARINE CORP LEAGUE DETACHMENT 349						
13091	MARINE CORP LEAGUE DETAC	111022	CHRISTMAS PARADE	11/07/2022	100.00	01-58-11-10 CHRISTMAS PARADE
Total 13091:					100.00	
MARK FALTERSACK						
6072	MARK FALTERSACK	11822	SAFETY BOOTS REIMBURSEM	11/08/2022	84.39	01-55-41-59 SAFETY EQUIPMENT
Total 6072:					84.39	
MENARDS INC						
13384	MENARDS INC	41427	PARTS/SUPPLIES FOR PLANT L	10/27/2022	54.71	02-83-10-40 GENERAL PLANT STRUC
Total 13384:					54.71	
MIDDLETON FARMERS COOPERATIVE COMPANY						
554035	MIDDLETON FARMERS COOPE	4213	5373 GALLONS - FUEL	10/31/2022	22,480.63	01-54-11-40 GASOLINE
Total 554035:					22,480.63	
554035	MIDDLETON FARMERS COOPE	5743	2645 GALLONS - UNL FUEL	10/26/2022	9,125.25	01-54-11-40 GASOLINE
Total 554035:					9,125.25	
MID-STATE EQUIPMENT						
13424	MID-STATE EQUIPMENT	U20962	AIRPORT MOWER DECK REPAI	10/25/2022	3,870.02	01-54-53-20 REPAIRS
Total 13424:					3,870.02	
NATHAN BUTTERBRODT						
553447	NATHAN BUTTERBRODT	52622	SAFETY SHOE REIMBURSEME	10/26/2022	100.00	02-82-00-18 SUPPLIES & EXPENSE
Total 553447:					100.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
PASSENGER TRANSIT INC						
16165	PASSENGER TRANSIT INC	1182	TAXI RIDES-SR CTR	10/12/2022	49.50	01-58-11-07 SR. CENTER FUNDRAISI
Total 16165:					49.50	
16165	PASSENGER TRANSIT INC	1194	OCT 2022 CAB SERVICE	11/07/2022	26,323.75-	13-42-73-75 CAB REVENUE
16165	PASSENGER TRANSIT INC	1194	OCT 2022 CAB SERVICE	11/07/2022	68,541.71	13-57-11-46 PURCHASED TRANSPOR
Total 16165:					42,217.96	
R&R INSURANCE SERVICES INC						
18005	R&R INSURANCE SERVICES IN	2743055	WORK COMP INSURANCE COV	11/01/2022	26,968.00	01-51-94-46 WORKMAN'S COMPENS
Total 18005:					26,968.00	
18005	R&R INSURANCE SERVICES IN	2743056	INSURANCE COVERAGE-LIABIL	11/01/2022	17,204.00	01-51-94-40 PUBLIC LIABILITY
Total 18005:					17,204.00	
RAY O HERRON CO INC						
15450	RAY O HERRON CO INC	3104511	PD - TRAINING - AMMO	10/25/2022	2,260.00	01-52-11-56 TRAINING
Total 15450:					2,260.00	
REBECCA PALACIOS						
55284	REBECCA PALACIOS	BH658761-5	INTERPRETING SERVICES-POL	11/09/2022	50.00	01-51-21-43 INTERPRETER FEE
Total 55284:					50.00	
REDFORD DATA SERVICES LLC						
18371	REDFORD DATA SERVICES LLC	364	SCADA SYSTEM WORK - WTR	11/02/2022	564.75	03-99-23-18 OUTSIDE SERVICES EXP
18371	REDFORD DATA SERVICES LLC	364	WIMS TROUBLESHOOTING - W	11/02/2022	141.19	02-85-00-20 OUTSIDE SERVICES EM
Total 18371:					705.94	
RHYME BUSINESS PRODUCTS						
4092	RHYME BUSINESS PRODUCTS	32732976	COPIER MAINT FEE-	10/31/2022	652.51	01-52-11-20 MAINTENANCE CONTRA
Total 4092:					652.51	
RICOH USA INC						
18509	RICOH USA INC	5065842403	COPIER CONTRACT-	10/20/2022	161.43	01-55-24-17 CONTRACT SERVICES
Total 18509:					161.43	
RNOW INC						
552807	RNOW INC	2022-64216	BLOWER HOSUING AND FAN F	10/27/2022	1,990.00	17-58-17-20 REPAIRS
Total 552807:					1,990.00	
ROBERT E LEE & ASSOCIATES						
12297	ROBERT E LEE & ASSOCIATES	82987	PROJ 15364083 4TH ST. RESUR	10/24/2022	3,000.00	05-58-11-69 STREETS
Total 12297:					3,000.00	
12297	ROBERT E LEE & ASSOCIATES	82988	PROJECT 15364084-STH 19 SA	10/24/2022	919.25	24-58-11-75 SANITARY SEWER

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 12297:					919.25	
12297	ROBERT E LEE & ASSOCIATES	82989	PROJECT 15364085 4TH ST WT	10/24/2022	1,904.25	03-99-23-18 OUTSIDE SERVICES EXP
Total 12297:					1,904.25	
12297	ROBERT E LEE & ASSOCIATES	82990	PROJECT 15364086 MAIN ST U	10/24/2022	2,684.26	24-58-11-75 SANITARY SEWER
Total 12297:					2,684.26	
STATE OF WI - COURT FINES &						
19788	STATE OF WI - COURT FINES &	OCT 2022	COURT FINES DUE STATE	10/31/2022	4,721.59	01-43-61-00 COURT PENALTIES & CO
Total 19788:					4,721.59	
SYMBIONT						
19979	SYMBIONT	55658	PROJECT R4666751-222377.01	10/25/2022	2,592.00	02-97-30-12 REPAIR OR REPLACE
Total 19979:					2,592.00	
THE EXPEDITERS INC						
554090	THE EXPEDITERS INC	3424	CLN SNTRY SWR TRBLSPT-FIS	10/22/2022	1,512.50	02-85-00-20 OUTSIDE SERVICES EM
Total 554090:					1,512.50	
THE PUBLIC SAFETY STORE LLC						
553588	THE PUBLIC SAFETY STORE LL	12100935	VIPER HOOD-FD	11/09/2022	175.76	01-58-11-05 FIRE 2% DUES
Total 553588:					175.76	
TIM HAYDEN						
554470	TIM HAYDEN	144422501	REIMBURSE WWOA CONF ACC	10/07/2022	258.00	02-82-00-24 TRAVEL
Total 554470:					258.00	
TOMMIE HOWELL						
8698	TOMMIE HOWELL	PARADE PART	CHRISTMAS PARADE	10/03/2022	1,500.00	01-58-11-10 CHRISTMAS PARADE
Total 8698:					1,500.00	
TONY BILGRIEN						
553496	TONY BILGRIEN	8292	REFUND YTH SPRING SOCCER	11/08/2022	35.00	01-44-62-10 REC DEPT. REVENUE
Total 553496:					35.00	
TONY ROCKER ENTERPRISES						
18699	TONY ROCKER ENTERPRISES	11262022	CHRISTMAS PARADE	11/07/2022	400.00	01-58-11-10 CHRISTMAS PARADE
Total 18699:					400.00	
TRITECH SOFTWARE SYSTEMS						
20825	TRITECH SOFTWARE SYSTEM	367661	SOFTWARE SUBSCRIPTION-FI	11/01/2022	460.00	01-52-31-56 EMS BILLING EXPENSE
Total 20825:					460.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
UNITED ELECTRIC INC						
21526	UNITED ELECTRIC INC	77677	SPAULDING LS GENERATOR -	10/27/2022	20,985.00	02-97-30-12 REPAIR OR REPLACE
Total 21526:					20,985.00	
UNITED INDUSTRIAL AUTOMATION						
21496	UNITED INDUSTRIAL AUTOMATI	1838	INST JUNCTION BOX-CHEM FE	10/26/2022	512.49	03-99-23-18 OUTSIDE SERVICES EXP
Total 21496:					512.49	
UNIVERSAL RECYCLING TECHNOLOGIES LLC						
21538	UNIVERSAL RECYCLING TECH	ARINV193018	APPLIANCE AND ELECTRONIC	10/31/2022	809.79	17-58-17-41 OUTSIDE RECYCLING S
Total 21538:					809.79	
US POSTAL SERVICE-WATERTOWN						
21522	US POSTAL SERVICE-WATERT	SF110122	PRE-PMT FOR MAILING WATER	11/09/2022	2,500.00	03-90-30-18 SUPPLIES-CUSTOMER R
Total 21522:					2,500.00	
USIC LOCATING SERVICES LLC						
553098	USIC LOCATING SERVICES LLC	547044	DIGGERS HOTLINE TICKET LO	10/31/2022	91.35	01-54-31-18 SUPPLIES & EXPENSE
553098	USIC LOCATING SERVICES LLC	547044	DIGGERS HOTLINE TICKET LO	10/31/2022	1,446.03	16-58-16-32 DIGGER'S LOCATE FEES
553098	USIC LOCATING SERVICES LLC	547044	DIGGERS HOTLINE TICKET LO	10/31/2022	1,446.03	03-99-23-18 OUTSIDE SERVICES EXP
553098	USIC LOCATING SERVICES LLC	547044	DIGGERS HOTLINE TICKET LO	10/31/2022	1,446.02	02-85-00-20 OUTSIDE SERVICES EM
Total 553098:					4,429.43	
VET PEST CONTROL LLC						
554266	VET PEST CONTROL LLC	0193	MONTHLY PEST CONTROL	10/28/2022	90.00	01-54-12-18 SUPPLIES & EXPENSE
Total 554266:					90.00	
554266	VET PEST CONTROL LLC	0195	PARK PEST CONTROL	10/28/2022	65.00	01-55-41-18 SUPPLIES & EXPENSE
Total 554266:					65.00	
554266	VET PEST CONTROL LLC	0196	PARK PEST CONTROL	10/28/2022	80.00	01-55-41-18 SUPPLIES & EXPENSE
Total 554266:					80.00	
WATERTOWN AREA CHAMBER OF COMMERCE						
23160	WATERTOWN AREA CHAMBER	4095	DOOR PRIZES - FUNDRAISING	11/08/2022	60.00	01-58-11-07 SR. CENTER FUNDRAISI
Total 23160:					60.00	
WATERTOWN BLUE REVUE						
2442	WATERTOWN BLUE REVUE	111022	CHRISTMAS PARADE	11/07/2022	400.00	01-58-11-10 CHRISTMAS PARADE
Total 2442:					400.00	
WATERTOWN CITIZEN POLICE						
23181	WATERTOWN CITIZEN POLICE	BANQUET 111	PD - CPAA BANQUET-SCHROED	11/09/2022	20.00	01-52-11-55 CRIME PREVENTION
Total 23181:					20.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
WATERTOWN MEDICAL CENTER LLC						
23400	WATERTOWN MEDICAL CENTE	OHS0260 1004	DRUG SCREEN SOLID WASTE	11/02/2022	30.00	17-58-17-18 SUPPLIES
Total 23400:					30.00	
WAUKESHA CTY TECHNICAL COLLEGE						
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-BOHLMAN	10/27/2022	195.00	01-52-11-56 TRAINING
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-BROWER	10/27/2022	195.00	01-52-11-56 TRAINING
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-CAUCUTT	10/27/2022	195.00	01-52-11-56 TRAINING
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-CHRISTIAN	10/27/2022	350.00	01-52-13-56 TRAINING
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-HENSLEY	10/27/2022	350.00	01-52-11-56 TRAINING
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-GALLEGOS	10/27/2022	195.00	01-52-11-56 TRAINING
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-MELOY	10/27/2022	195.00	01-52-11-56 TRAINING
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-OLSEN	10/27/2022	195.00	01-52-11-56 TRAINING
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-ROEHL	10/27/2022	195.00	01-52-11-56 TRAINING
23498	WAUKESHA CTY TECHNICAL C	S0785442	PD - TRAINING-ACHILLI	10/27/2022	350.00	01-52-11-56 TRAINING
Total 23498:					2,415.00	
WELDERS SUPPLY COMPANY						
23581	WELDERS SUPPLY COMPANY	10321166	WELDERS SUPPLY GASES	10/31/2022	37.75	01-54-11-20 REPAIRS
Total 23581:					37.75	
WHISTLES ON WHEELS						
553532	WHISTLES ON WHEELS	2022-41	CHRISTMAS PARADE	11/10/2022	575.00	01-58-11-10 CHRISTMAS PARADE
Total 553532:					575.00	
WI DEPT OF ADMINISTRATION						
23705	WI DEPT OF ADMINISTRATION	505-00000073	PW PROJECT MANAGER JOB D	11/02/2022	175.00	01-54-21-18 SUPPLIES & EXPENSE
Total 23705:					175.00	
WI DEPT OF JUSTICE						
23731	WI DEPT OF JUSTICE	G3488 202210	RECORDS CHECKS-FIRE AS, J	11/01/2022	14.00	01-52-31-19 HIRING EXPENSES
23731	WI DEPT OF JUSTICE	G3488 202210	RECORDS CHECKS-BSZ	11/01/2022	7.00	17-58-17-18 SUPPLIES
Total 23731:					21.00	
WISCONSIN AVIATION INC						
23646	WISCONSIN AVIATION INC	RYV22-190685	AIRPORT SUPPLIES	10/31/2022	34.82	01-54-53-18 SUPPLIES & EXPENSE
23646	WISCONSIN AVIATION INC	RYV22-190685	CONFERENCE MILEAGE, HOTE	10/31/2022	585.68	01-54-53-24 TRAVEL
23646	WISCONSIN AVIATION INC	RYV22-190685	AIRPORT FUEL	10/31/2022	481.40	01-54-53-36 MOWING
23646	WISCONSIN AVIATION INC	RYV22-190685	AIRPORT ELECTRIC	10/31/2022	173.97	01-54-53-30 ELECTRIC
23646	WISCONSIN AVIATION INC	RYV22-190685	AIRPORT MARKETING	10/31/2022	129.36	01-54-53-37 AIRPORT MARKETING
Total 23646:					1,405.23	
23646	WISCONSIN AVIATION INC	RYV22-190881	AIRPORT MANAGER FEES-OCT	10/31/2022	4,536.00	01-54-53-10 AIRPORT MANAGERS FE
Total 23646:					4,536.00	
23646	WISCONSIN AVIATION INC	RYV22-191107	AIRPORT LABOR	10/31/2022	462.00	01-54-53-18 SUPPLIES & EXPENSE
23646	WISCONSIN AVIATION INC	RYV22-191107	AIRPORT MOWING	10/31/2022	1,701.00	01-54-53-36 MOWING
23646	WISCONSIN AVIATION INC	RYV22-191107	AIRPORT DAILY LIGHT CHECKS	10/31/2022	735.00	01-54-53-38 NAVIGATIONAL AIDS

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 23646:					2,898.00	
WOLF PAVING COMPANY INC						
23910	WOLF PAVING COMPANY INC	43272	APP FO 2022 BITUMINOUS SURFACING	10/31/2022	23,996.62	05-58-11-69 STREETS
23910	WOLF PAVING COMPANY INC	43272	APP FO 2022 BITUMINOUS SURFACING	10/31/2022	83,845.69	24-58-11-69 STREET UPGRADES
Total 23910:					107,842.31	
ZBM INC						
26005	ZBM INC	28457	PAPER PRODUCTS & CLEASIN	10/31/2022	205.64	01-54-53-18 SUPPLIES & EXPENSE
Total 26005:					205.64	
ZUERN BUILDING PRODUCTS INC						
26900	ZUERN BUILDING PRODUCTS I	426769	TREATED SIGN POSTS -WELSH	10/26/2022	146.12	01-54-41-18 SUPPLIES & EXPENSE
Total 26900:					146.12	
Grand Totals:					1,079,977.82	

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.
- Invoice.Payment due date = 11/15/2022

PAYROLL SUMMARIES

For the Period of: 10/19/2022 11/1/2022

Section 11, Item A.

Department	Employees		Regular Hours	Overtime Hours	Overtime Costs this Pay Period	Y-T-D Overtime Costs	Overtime Budget	Total Payroll
	FT	PT						
Police	46	-	3,642.50	96.25	5,808.72	95,344.37	84,000.00	121,041.96
Police Dispatch	9	2	753.50	71.50	2,711.59	43,759.33	37,000.00	21,937.74
Fire	25	1	2,714.00	380.50	7,902.56	160,950.15	92,000.00	75,735.42
Municipal Court	1	-	80.00	-	-	-	-	2,948.88
Mayor	1	1	100.00	-	-	-	-	2,692.28
Bldg. Inspection	2	3	183.25	2.00	-	222.01	1,000.00	4,730.82
Attorney	2	1	220.00	-	-	-	-	6,186.92
Finance	6	-	480.00	-	-	2,010.52	1,500.00	11,773.24
Watertown TV	2	2	189.00	-	-	-	-	4,479.00
Administration	1	1	120.00	-	-	-	-	2,786.70
Engineering	4	2	409.00	-	-	-	-	8,284.81
Health	9	4	830.50	-	-	183.30	12,000.00	24,961.34
Library	8	18	1,132.50	-	-	550.25	-	22,544.59
Municipal Building	1	-	80.00	-	22.48	1,310.39	1,000.00	1,620.88
Senior Center	3	1	278.00	4.00	-	394.60	400.00	5,899.20
Solid Waste	7	-	560.00	0.25	295.10	2,859.18	2,700.00	14,539.94
Street	23	-	1,840.00	11.00	472.42	20,670.74	45,900.00	51,272.33
Park	8	-	640.00	4.50	228.42	8,273.89	18,000.00	15,488.42
Forestry	2	-	160.00	-	-	-	-	4,236.00
Park/Rec Admin	1	-	80.00	-	-	-	-	3,012.80
Recreation and Pools	-	25	202.50	-	-	2,849.94	500.00	4,410.78
Wastewater	11	-	880.00	4.75	222.39	6,885.43	18,000.00	24,914.67
Water Dept.	11	-	880.00	7.50	385.47	11,209.59	36,697.00	27,627.49
Crossing Guards	-	9	107.00	-	-	-	-	1,473.75
Police Auxiliary	-	3	15.50	-	-	-	-	315.20
Alderspersons (2nd PR)	-	-	-	-	-	-	-	4,062.15
TOTALS	183 FT	73 PT	16,577.25	582.25	18,049.15	358,238.68	350,697.00	468,977.31

CITY OF WATERTOWN
 Cash & Investment Summary
 10/31/22

Available Cash on Hand			
10/1/2022	\$	1,883,783.06	
October Receipts	\$	3,889,730.55	
Total Cash			\$ 5,773,513.61
Disbursements			
Total Disbursements			\$ (4,268,426.94)
TOTAL AVAILABLE CASH			\$ 1,505,086.67
Cash on Hand (in bank) 10/31/2022	\$	1,529,786.73	
Less Outstanding Checks	\$	(24,700.06)	
TOTAL AVAILABLE CASH			\$ 1,505,086.67



Total Invested Funds:

Local Government Investment Pool	\$	25,911,440.96
Ehlers Investment Partners	\$	11,148,314.88
TOTAL INVESTED FUNDS	\$	37,059,755.84

Breakdown:

General	\$	8,305,455.71
Capital Projects	\$	3,467,393.65
Library	\$	308,319.66
TID #4	\$	3,102,123.93
TID #5	\$	1,066,565.00
ARPA	\$	2,094,093.94
Developer Park Fees	\$	154,929.96
Riverfest	\$	36,014.43
Environmental Health	\$	658,685.92
Wastewater Utility	\$	8,241,970.69
Water Utility	\$	5,629,130.94
Storm Water Utility	\$	3,387,052.83
Solid Waste	\$	608,019.18
TOTAL INVESTED FUNDS	\$	37,059,755.84

Interest YTD (net of fees)

Local Government Investment Pool	\$	268,370.21
Ehler's (does not include market depreciation/appreciation)	\$	160,004.51
TOTAL INTEREST YTD (all funds)	\$	428,374.72



Office of the
Clerk
106 Jones Street
PO Box 477
Watertown, WI 53094-0477
(920) 262-4006

November 10, 2022

TO: Members of the Common Council

The following application has been recommended for approval by the Licensing Board with the conditions of licensing only the indoor premises:

"Class B" Malt and Liquor License for Little Italy, LLC. located at 1002 W. Main Street, Watertown WI 53098 (Agent, Karla Cortes)

The Following application has been recommended for denial by the Licensing Board due to Category 1 of the Watertown Licensing Guidelines:

Operator's License - Lindsey Ladwig

Respectfully submitted,

Megan Dunneisen, City Clerk

**ORDINANCE TO
AMEND SECTION 500-6 PARKING LIMITATIONS A. (5) MUNICIPAL
PARKING LOT LIMITATIONS OF THE CITY OF WATERTOWN
GENERAL ORDINANCES**

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

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

SECTION 1. Section 500-6. Parking limitations A. (5) Municipal parking lot limitations, is hereby amended to add the following.

- (q) All parking spaces located in the 109-113 Jones Street Parking Lot (To be ten-hour limit). Except for the southwest 4 stalls reserved for City of Watertown vehicles.

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:	November 15, 2022		December 6, 2022	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED _____

CITY CLERK

APPROVED _____

MAYOR

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

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

WHEREAS, there is inadequate street width on the 1100 block of Randolph Street to safely allow on-street parking on both sides of the street between Station Street and the southerly termination point of the 1100 block of Randolph Street; and,

WHEREAS, on November 2, 2022, the Public Safety & Welfare Committee agreed that on-street parking should be prohibited on the east side of the 1100 block of Randolph Street from the southern curblineline of Station Street to a point 155 feet further south.

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

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

Name of Street	Side	Location
Randolph Street	East	From the southern curblineline of Station Street to a point 155 feet further south

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:	November 15, 2022	December 6, 2022		
READING:	1ST	2ND		
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED December 6, 2022

CITY CLERK

APPROVED December 6, 2022

MAYOR

**RESOLUTION TO
AUTHORIZE A THREE-YEAR CONTRACT EXTENSION WITH WASTE
MANAGEMENT OF WISCONSIN, INC. FOR SOLID WASTE DISPOSAL**

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

WHEREAS, the City of Watertown has received a proposal to extend their current contract with a 3-Year contract extension to dispose of residential waste; and,

WHEREAS, Waste Management of Wisconsin, Inc. has a long-standing relationship with the City of Watertown for disposal of residential garbage, sweepings and contaminated soils and is the best option for the City of Watertown; and,

WHEREAS, this will be a three year contract extension starting January 1, 2023 and ending December 31, 2025. The City of Watertown will pay \$50.05 per ton in 2023, \$51.72 per ton in 2024, and \$53.46 per ton in 2025.

**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 enter into this contract extension with Waste Management of Wisconsin, Inc. for solid waste disposal.

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

ADOPTED November 15, 2022

CITY CLERK

APPROVED November 15, 2022

MAYOR

**RESOLUTION TO
APPROVE CHANGE ORDER NO. 1 -
2022 SANITARY SEWER AND WATER MAIN PROJECT
WITH FOREST LANDSCAPING & CONSTRUCTION, INC.**

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

WHEREAS, the Watertown Park, Recreation and Forestry Commission has approved the removal of both the men’s and women’s existing restrooms and construction of a new joint restroom building at Riverside Park; and,

WHEREAS, it has been determined to be in the City’s best interest to provide new water and sanitary sewer service laterals to the new men’s and women’s restrooms; and,

WHEREAS, the City is currently under contract with Forest Landscaping & Construction, Inc., out of Lake Mills, WI, for sanitary sewer and water main improvements, and by executing a change order the new water and sanitary sewer service laterals could be extended to the new restroom location yet this construction season; and,

WHEREAS, Change Order No. 1 will increase the contract by \$58,085.00 bringing the revised contract price with approved Change Order No. 1 to \$569,635.00; and,

WHEREAS, this change order requires a resolution be adopted by the Common Council; and,

WHEREAS, the Public Works Commission has considered this change order and recommends the adoption of this resolution.

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

It authorizes the proper City Officials to approve Change Order No. 1 – 2022 Sanitary Sewer and Water Main Project with Forest Landscaping & Construction, Inc., out of Lake Mills, WI, for a total addition to the contract amount of \$58,085.00 bringing the revised contract price to \$569,635.00. The funding for said contract addition to be utilized is Park, Recreation & Forestry Account 05-55-41-70 Park Dept. Capital Projects.

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

ADOPTED November 15, 2022

CITY CLERK

APPROVED November 15, 2022

MAYOR

Memo

To: Mayor McFarland & Finance Committee

From: Lisa Schwartz, Human Resources Generalist

Date: November 7, 2022

Re: **Employee Vision Plan Option** Agenda Item

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

The City would like to expand our employee benefit offering to include eligibility for a vision plan for City employees. We have received consistent feedback from our teams requesting an option for vision insurance and feel this benefit would support our existing and future employees. As this is a new program, we do not have any historic data, but there would currently be employees eligible for the plan. At this time there would be no contribution towards the plan costs from the City.

Currently, a voluntary program is offered through the Labor Association of Wisconsin, Inc. that supports LAW, Inc. union members as well as non-union members or general employees. This program is not managed by the City of Watertown and enrollment is managed by the third party with enrollment and payments being made directly to the third party. Below is a chart of the premiums employees pay through the Law, Inc. program.

	LAW, Inc. Member	LAW, Inc. Non-Member	Voluntary Delta Vision-Payroll Deduction
Single-Monthly	\$10.50	\$12.50	\$5.13
Family-Monthly	\$23.00	\$25.00	\$12.77

The City of Watertown currently has an independent dental plan through Delta Dental that has expanded offerings into vision options. Plans for both options are included in the attached packet. Rates below are listed for both options. The Delta Vision option would be a payroll deduction and follow the open enrollment guidelines like our dental program. Below is a chart of the premiums employees would pay through the Delta Vision plan.

Pending the approval of the City Attorney, Finance Committee, and Common Council we would anticipate an effective date of January 1 with enrollment period from December 1st through December 15th.

Further communication will be added to the employee handbook to update the benefits section with the new offering.

Please review and provide recommendation.

MASTER GROUP CONTRACT

Issued by

WYSSTA INSURANCE COMPANY, INC.

All claims are settled based on a specific methodology. The eligible amount of a claim may be less than the provider’s billed charge.

Vision Benefits under the Contract are provided by Wyssta Insurance Company, Inc., (“Wyssta”).

**ARTICLE I
DEFINITIONS**

- 1.1** “Allowance” means the amount or percentage shown in the Declarations for vision Benefits that Wyssta will pay toward the applicable vision service or product provided.
- 1.2** “Benefit” means those vision Benefits that are covered by Wyssta under the terms of this Contract as specified in the Schedule of Benefits.
- 1.3** “Certificate” means the Vision Benefit Handbook and Summary of Benefits issued to a Subscriber insured through the Group. The Certificate outlines the Benefits provided by the Master Group Contract.
- 1.4** “Contract Term” means the period commencing and terminating on the dates shown in the Declarations, and each annual period thereafter during which the Contract remains in effect.
- 1.5** “Contracted Vision Provider” means a vision care provider who has entered into an agreement to provide vision Benefits through Wyssta to Subscribers and Covered Dependents.
- 1.6** “Copayment” means the dollar amount or percentage shown on the Declarations that the Subscriber or Covered Dependent is required to pay directly to a Contracted Vision Provider or a Noncontracted Vision Provider for each service or product received that is a Benefit under the Contract, as specified in the Declarations. The Copayment is applied to the fee for Benefits that Wyssta contracts with the Contracted Vision Provider to pay or to the Allowance for Benefits, whichever is applicable.

- 1.7** “Covered Dependent” means a Dependent who:

 - (a) is listed in the documents necessary for coverage under the Contract,
 - (b) has been accepted by Wyssta for coverage, and
 - (c) for whom the appropriate Premium has been paid.

- 1.8** “Declarations” means the document(s) labeled “Declarations” and which lists the Group name, the Contract term, coverage limits, coverage option(s), and other information particular to the Group.

- 1.9** “Dependent” means a person who has satisfied the criteria for eligibility listed in Paragraph 3.1(b).

- 1.10** “Eligible Employee” means an employee or member of the Group who has satisfied the criteria for eligibility listed in Paragraph 3.1(a).

- 1.11** “Grievance” means any dissatisfaction with the administration, claims practices, or provision of services by Wyssta that is expressed in writing by or on behalf of a Subscriber or Covered Dependent.

- 1.12** “Group” means the employer, association, union or other organization contracting with Wyssta to provide Benefits to its Eligible Employees or members and their Dependents, if applicable.

- 1.13** “Master Group Contract” or “Contract” means the group vision insurance policy issued by Wyssta to the Group in which Wyssta agrees to provide vision Benefits to Subscribers and Covered Dependents. The Contract includes the group application, the Declarations (including the Schedule of Benefits), the Master Group Contract, and any attached addenda, appendixes, endorsements, schedules or riders.

- 1.14** “Noncontracted Vision Provider” means a vision care provider who has not entered into an agreement to provide vision Benefits through Wyssta to Subscribers and Covered Dependents.

- 1.15** “Open Enrollment Period” means an enrollment period during which time any Eligible Employees and/or Dependent may apply to become a Subscriber and/or Covered Dependent, and existing Subscribers may apply to change to another provider network or coverage option, if available, or elect to terminate coverage.

- 1.16** “Premium” means the total monthly fee due for this Contract. The Premium will be based on the Rate and the number of Subscribers.

- 1.17** “Rate” means the monthly fee required for each Subscriber, in accordance with the terms of the Contract.

- 1.18 “Schedule of Benefits” is a listing of the specific Benefits and Benefit limitations for vision Benefits provided under the terms of the Contract. The Schedule of Benefits is included in the Declarations.

- 1.19 “Subscriber” means an Eligible Employee or member of the Group who:
 - (a) has completed and signed the documents necessary for coverage under the Contract,

 - (b) has been accepted by Wyssta as a Subscriber, and

 - (c) for whom the appropriate Premium has been paid.

- 1.20 “Urgent Care Grievance” means any dissatisfaction with the administration or claims practices of or provision of services by Wyssta that requires immediate attention. Such Grievance must be delivered in writing to Wyssta. See the Grievance Procedures, section of the Contract.

- 1.21 “Wyssta” means Wyssta Insurance Company, Inc.

**ARTICLE II
RESPONSIBILITIES OF THE PARTIES**

2.1 Responsibilities of Group.

- (a) Initial Enrollment. Subject to any Open Enrollment Period and the effective date of this Contract, the Group shall offer to all of its Eligible Employees the opportunity to subscribe for themselves and their Dependents to the Benefit option(s) chosen by the Group in lieu of any other benefit plan(s) offered by the Group. New employees who become Eligible Employees will be given the opportunity to enroll themselves and any Dependents.

- (b) Open Enrollment. During the Open Enrollment Period, if applicable, and only during such period unless otherwise specified in this Contract, the Group shall allow Eligible Employees to elect coverage or change coverage. Each Eligible Employee must complete the appropriate enrollment form and return it to the Group during the Open Enrollment Period. The Group will report these changes to Wyssta. If Wyssta approves coverage, the effective date of coverage will be the Contract renewal date. It is the Group’s responsibility to verify that the employee is eligible. Upon request the Group agrees to provide to Wyssta proof of employee eligibility. Wyssta may periodically audit Group’s records regarding eligibility in accordance with Paragraph 4.1(d).

- (c) The Group agrees to collect and remit to Wyssta the monthly Premium for all Subscribers and Covered Dependents. The Premium will be due and payable by the first day of the month for which coverage is provided.

- (d) The Group agrees to provide to Wyssta, in a form approved by Wyssta, the enrollment information requested by Wyssta for each person who becomes a Subscriber or Covered Dependent within 31 days of the date the Subscriber or Covered Dependent enrolls. In addition, the Group agrees to provide Wyssta with any subsequent change in a Subscriber's or Covered Dependent's enrollment. This includes, but is not limited to:
 - (i) eligibility for Medicare;
 - (ii) loss of eligibility for coverage under this Contract due to termination of employment, divorce or death of the Subscriber;
 - (iii) the addition of newly acquired Dependents, or
 - (iv) the deletion of Covered Dependents.
- (e) The Group agrees to submit subscriber enrollment data to Wyssta on no less than a monthly basis, reporting all changes in Subscribers and Covered Dependents entitled to receive Benefits. The effective, termination, or change date for a Subscriber must not be more than 90 days prior to the date on which the change was requested or the last renewal date of the Contract, or the last day of the month in which a Benefit payment was made on behalf of the Subscriber or Covered Dependent, whichever is later. The Group will be liable for claims incurred after the termination or change date and prior to the date of receipt and acceptance of the notice by Wyssta.
- (f) The Group is responsible for:
 - (i) timely delivery of Wyssta's standard identification card(s) (if applicable), and Certificate(s) to each Subscriber;
 - (ii) advising the Subscriber of Benefits changes in a timely manner; and
 - (iii) notifying the Subscriber of cancellation of this Contract.
- (g) The Group agrees to notify Wyssta within ten days of a change in its legal status, expansion of business, dissolution of business, merger, acquisition, or any other significant business operational change.

2.2 Responsibilities of Wyssta

- (a) Benefits Generally. In consideration of the Premium paid by the Group, Wyssta agrees to provide to Subscribers and Covered Dependents the Benefits described in the Contract for the Benefit option(s) chosen by the Group.
- (b) The Rates for coverage are stated in the Declarations of this Contract. Each month's Premium will be calculated based upon the number of current

Subscribers, and according to their enrollment status. Wyssta will notify the Group of any future change in the Rate at least 30 days (60 days if the increase is more than 25%) prior to the date of Contract renewal.

- (c) Upon initial enrollment, Wyssta will provide the Group with Wyssta’s standard identification card(s) (if requested), Certificates, Declarations and Schedules of Benefits in sufficient quantity for the Group to distribute to each Subscriber. Wyssta may provide, at the Group’s request, camera-ready language which the Group may print and distribute to Subscribers. Group agrees that it will not modify the camera-ready language provided by Wyssta.
- (d) Wyssta has the sole authority to make Benefit determinations.
- (e) Wyssta reserves the right to make payment for Benefits directly to Subscribers. This provision will control even if the Subscriber has assigned the Subscriber’s rights to the payment of Benefits.
- (f) Wyssta will pay up to the Allowance shown in the Declarations for vision Benefits.
 - (i) For vision products and services provided by a Contracted Vision Provider, Wyssta will pay up to the Allowance shown under “Network Benefit” in the Declarations for vision Benefits and Subscriber or Covered Dependent will be responsible for any remaining amount.
 - (ii) For vision products and services provided by a Noncontracted Vision Provider, Wyssta will pay up to the Allowance shown under “Non-Network Reimbursement” in the Declarations for vision Benefits and Subscriber or Covered Dependent will be responsible for any remaining amount.
 - (iii) Subscriber or Covered Dependent will also be responsible for any vision care products and services that are not Benefits under the Contract regardless of whether the vision care services were provided by a Contracted Vision Provider or a Noncontracted Vision Provider.

**ARTICLE III
ELIGIBILITY; ENROLLMENT; EFFECTIVE DATE OF COVERAGE;
TERMINATION OF ENROLLMENT**

3.1 Eligibility

- (a) Employees:
 - (i) Any employee who averages the number of hours of employment stated in the Declarations and who has completed the waiting period as established under Item 3 of the Declarations.
 - (ii) An employee no longer meeting such conditions who has elected to continue coverage under Paragraph 3.6.
- (b) Dependents:
 - (i) The Eligible Employee's lawful spouse.
 - (ii) The Eligible Employee's children (including any unmarried children's children until the Employee's child is 18), including step and adopted children and children placed for adoption with the Eligible Employee, who are less than 26 years of age;
 - (iii) Notwithstanding (i) and (ii) above, the Eligible Employee's adult Dependent children, including step and adopted children and children placed for adoption with the Eligible Employee may be covered under this Contract if the adult child satisfies all of the following:
 - (A) The child is a full-time student, regardless of age; and
 - (B) The child was under 26 years of age when he or she was called to federal active duty in the National Guard or in a reserve component of the U.S. armed forces while the child was attending, on a full-time basis, an institution of higher learning; and
 - (C) The child re-enrolled as a full-time student within 12 months of returning from active duty.
 - (iv) A Dependent child over age 26 who is financially dependent on the Eligible Employee because of physical or mental incapacity that commenced while covered under this policy and prior to the Dependent child reaching age 26, provided a physician's certificate of disability is submitted within six months following the Dependent child's 26th birthday. Wyssta reserves the right to request proof of continued disability from time to time, but not more often than annually after the two-year period immediately following the Dependent child's attainment of the limiting age.

- (c) If an Eligible Employee or Covered Dependent is activated while in the Reserve or National Guard, coverage terminates at the time of departure for active duty. Covered Dependents of activated Reserve and National Guard personnel may elect continuation of coverage as described under Paragraph 3.6. Upon return to civilian status, the Eligible Employee or Covered Dependent will be reinstated on the date he/she returns to work.

3.2 Effective Date of Eligible Employee's Coverage

The effective date of coverage for a Subscriber is specified in the Declarations.

An Eligible Employee who waived coverage because he/she was covered under other insurance may elect coverage to be effective on the first day of the month following the loss of such other coverage. The Eligible Employee must apply for such change in coverage within 30 days of the event causing the loss of the other coverage.

3.3 Effective Date of Eligible Dependent's Coverage

Except as otherwise stated in this Paragraph 3.3, if the Eligible Employee chooses family coverage, if available, the effective date of a Covered Dependent's coverage is the effective date of the Eligible Employee's coverage. Any change in coverage selection (single or family) because of marriage, divorce, or death causing a change in enrollment status will be effective as specified in the Declarations.

Coverage of a newborn child of a Subscriber is effective on the child's date of birth. The Subscriber must notify Wyssta within 60 days of the birth of a child. Additional Premium will be required if the Subscriber is not enrolled for family coverage. When additional Premium is required, Premium will be charged from the first day of the month following the date of birth. If the Premium payment is not made, coverage for the newborn child will cease on the 61st day after birth unless within one year after birth the Subscriber pays Wyssta all past due Premium and 5.5% interest per year on any past due Premium.

If the Subscriber notifies Wyssta and pays the additional Premium, if any is required, within 60 days of an adoption or placement for adoption, the adopted child's coverage will be effective on the date of adoption, the date of a final order granting adoption, or the date the child is placed for adoption, whichever comes first.

An Eligible Employee who waived coverage for his/her Dependents because his/her Dependents were covered under other insurance may elect coverage for his/her Dependents to be effective on the first day of the month following the loss of such other coverage. The Eligible Employee must apply for such change in coverage within 30 days of the event causing the loss of the other coverage.

3.4 Enrollment

Eligible Employees must elect coverage during the initial eligibility period specified in the application for enrollment or during an Open Enrollment Period, if applicable, in order to receive Benefits. Persons not eligible during an Open Enrollment Period may be enrolled immediately upon attaining eligibility.

The Group agrees to complete and furnish to Wyssta on or prior to the first day of every month eligibility data in a format approved by Wyssta showing all Subscriber change information. Wyssta will be obligated to provide Benefits only to Eligible Employees and Dependents who are enrolled and are reported on the list of Subscribers submitted by the Group and for whom the appropriate Premium has been paid under Article IV of this Contract for the period for which Benefits are provided.

The Open Enrollment Period is the period of time in which Eligible Employees and Subscribers may elect or change coverage, if such period is offered to the Group in the Declarations. Except as otherwise stated in this Contract, if an Eligible Employee declined coverage for himself/herself, or family coverage if family coverage is available under this Contract, then election of coverage or a change to family coverage may only occur during the Open Enrollment Period. Any changes made will be effective on the renewal date of the Contract.

3.5 Termination of Subscriber and Covered Dependent Coverage

- (a) Subject to any rights to continue coverage provided under Paragraph 3.6, enrollment under this Contract of any Subscriber or Covered Dependent may be terminated, or renewal of enrollment refused by Wyssta, under the following circumstances:
 - (i) The Contract is cancelled or not renewed under Article VII. If cancelled, coverage ends on the effective date of cancellation. If nonrenewed, coverage ends on the expiration date.
 - (ii) The date on which the Subscriber or Covered Dependent loses eligibility. Eligibility of employees shall terminate on the last day of the month in which full-time employment terminates. Dependents of an employee are eligible until the employee’s eligibility terminates or until loss of Dependent status, whichever occurs first. Loss of Dependent status shall occur on the date on which the Dependent ceases to meet the requirements contained in Section 3.1 (b) herein.
 - (iii) Upon ten days’ written notice if the Subscriber or Covered Dependent knowingly perpetrates or permits another person to make a material misrepresentation in obtaining Benefits under this Contract.

- (iv) Termination of coverage of a Subscriber shall automatically terminate the coverage of any Dependent of that Subscriber on the same date that the Subscriber's coverage terminates.
- (b) Upon termination of Subscriber or Covered Dependent coverage as indicated above, no further Benefits shall be provided under this Contract to a terminated Subscriber or Covered Dependent.

3.6 Continued Coverage

Under Title X of the Consolidated Omnibus Reconciliation Act of 1985 (COBRA), Subscribers and Covered Dependents in employer groups of more than 20 employees ("Qualified Beneficiaries") are permitted to elect continuation of coverage under this Contract upon the occurrence of any of the following "Qualifying Events":

- (a) Subscriber:
 - (i) Termination of employment, voluntary or involuntary, except for reasons of gross misconduct; or
 - (ii) Reduction in hours to fewer than the minimum required to be an Eligible Employee under this Contract.
- (b) Covered Dependents:
 - (i) If the Covered Dependent is the Subscriber's spouse:
 - (A) Death of Subscriber; or
 - (B) Termination of Subscriber's employment, except for reasons of gross misconduct; or
 - (C) Reduction of Subscriber's hours to fewer than the minimum required for eligibility for coverage under this Contract; or
 - (D) Divorce or legal separation from Subscriber; or
 - (E) Subscriber's Medicare entitlement.
 - (ii) If the Covered Dependent is the Subscriber's child:
 - (A) Child ceases to be a Dependent; or
 - (B) Death of Subscriber; or
 - (C) Termination of Subscriber's employment, except for reasons of gross misconduct; or

- (D) Reduction in Subscriber's hours to less than the minimum required to be eligible as a Subscriber under this Contract; or
- (E) Subscriber becomes entitled to Medicare; or
- (F) Parents become divorced or legally separated.

The Group must provide notice to the Subscriber and to Covered Dependents, as applicable, of the right to elect COBRA continuation coverage.

A Covered Dependent whose coverage is terminated due to divorce, legal separation or cessation of eligibility for Dependent coverage must provide the Group notice of such event within 60 days of its occurrence.

An election of continuation coverage must be made within 60 days beginning on the later of the date of the Qualifying Event or the date the Subscriber receives notice of election rights. The COBRA election by a Subscriber or covered spouse is deemed an election by all others who would lose coverage as a result of the same Qualifying Event unless otherwise specified in the election or the Covered Beneficiary independently elects COBRA continuation coverage.

If election of COBRA continuation coverage is timely, the coverage begins on the date of the Qualifying Event and ends on the earlier of:

- (a) Eighteen months after the Subscriber's employment termination or reduction in hours.
- (b) Twenty-nine months after the Qualifying Event for
 - (i) a Qualified Beneficiary who is determined to be disabled under the Social Security Act at anytime during the first 60 days of COBRA coverage and who notifies the Group of such determination within the first 18 months of COBRA coverage; and for
 - (ii) any nondisabled Qualified Beneficiaries with respect to the same Qualifying Event.
- (c) For Qualified Beneficiaries other than the Subscriber, 36 months after the date of the initial Qualifying Event for all other Qualifying Events.
- (d) The date on which the Qualified Beneficiary receiving continuation in coverage fails to make a timely payment of Premium. Wyssta will not reinstate COBRA continuation coverage once terminated for nonpayment of Premium.
- (e) The date on which the Group ceases to offer this Contract to any of its employees or members.

- (f) The date on which coverage begins under another vision plan, as applicable. However, a person who has elected COBRA continuation coverage and whose new plan contains a pre-existing limitation clause can maintain COBRA continuation coverage until all pre-existing limitations under the new plan are satisfied.
- (g) The date the Qualified Beneficiary becomes entitled to Medicare benefits.

The first Premium must be paid to the Group within 45 days of the election of COBRA continuation coverage. Future Premium payments must be paid by the first day of each month.

Under ERISA Section 602(3), premium for a Qualified Beneficiary will not exceed 102% of the single, family, or other applicable monthly Rate in effect for the group, except that the premium for a Qualified Beneficiary who becomes disabled during the first 60 days of COBRA coverage will be 150% of the single, family, or other applicable monthly Rate in effect for the group during months 19 through 29 of COBRA coverage.

**ARTICLE IV
PREMIUMS; DEDUCTIBLES; INSURANCE; COVERAGE REQUIREMENTS**

4.1 Premiums

- (a) Premiums payable by the Group under this Contract are based on the number of Subscribers and the applicable Rate under each Benefit option at the time of initial enrollment and are adjusted monthly to reflect the current number of Subscribers. If the number of Subscribers reported by the Group for any month during the term is less than the number of Subscribers reported for the first month of the Contract Term by greater than 10%, or drops below the required minimum enrollment identified in the Declarations, Wyssta may adjust the Rate or terminate this Contract as provided in Paragraph 7.1(b).
- (b) The Group agrees to pay Wyssta the Premium in full by the first day of the month for which coverage is in effect. The Contract provides a 31-day grace period. If Premiums are not paid on or before the date they are due, they must be paid during the 31-day period following that date. The Contract will terminate at the end of the grace period if the Premiums have not been paid. The Group is responsible for payment of Premiums for coverage provided during the grace period.
- (c) In the event Wyssta is notified of any change to, or termination of, coverage of a Subscriber with respect to which the Group failed to provide prompt notice, Wyssta will refund or adjust Premium retroactively for a three-month period preceding the date of such notice, provided Wyssta has paid no claims during that three-month period. No adjustment will be made if Wyssta has paid claims after the change to or termination of coverage.

- (d) The Group agrees to permit Wyssta, by its auditors or authorized representatives, on reasonable advance written notice, to inspect its records to verify the accuracy of lists of Eligible Employees and Dependents prepared by the Group and submitted to Wyssta.

4.2 Applicability of Other Discounts

Vision Benefits under this policy may not be combined with any non-insurance discount or promotional offering that may otherwise be applicable.

4.3 Applicability of Allowances

Vision Benefit Allowances during any policy period are available for application toward the cost of vision Benefits that is incurred during that policy period. Any Allowance balance remaining at the end of the policy period may not be carried forward to the next policy period.

**ARTICLE V
GENERAL EXCLUSIONS**

This Contract does NOT cover any of the following:

- 5.1** Any vision procedures, supplies, treatment or any other services provided or commenced prior to the effective date of the Subscriber's or Covered Dependent's coverage under the Contract.
- 5.2** Any vision procedures, supplies, treatment or any other services to treat injuries or conditions compensable under worker's compensation or employer's liability laws.
- 5.3** Charges for completion of forms.
- 5.4** Charges for consultation.
- 5.5** Any vision procedures, supplies, treatment or any other services excluded as provided in the Declarations.
- 5.6** Vision procedures not specifically covered under this Contract.
- 5.7** Orthoptic or vision training, subnormal vision aids, and any associated supplemental testing.
- 5.8** Aniseikonic lenses.
- 5.9** Medical and/or surgical treatment of the eye, eyes, or supporting structures.

- 5.10 Corrective eyewear required by an employer as a condition of employment, and safety eyewear unless specifically covered under this Contract.
- 5.11 Plano nonprescription lenses and nonprescription sunglasses.
- 5.12 Two pairs of glasses in lieu of bifocals (does not apply to Primary-Plus Plan members or Preferred-Plus Plan members).
- 5.13 Benefits combined with any discount, promotional offering or other group benefit plans.
- 5.14 Lost or broken materials.

**ARTICLE VI
CLAIMS AND GRIEVANCE PROCEDURES**

6.1 Prior Approval of Benefits

Your group vision plan does not require prior approval before vision services are provided. However a Subscriber or Covered Dependent, or the Subscriber’s or Covered Dependent’s Vision Provider, may request a predetermination of Benefits to obtain advance information on coverage under the Group’s plan before services are rendered. Payment, however, is limited to the Benefits that are covered under the Group’s plan and is subject to any applicable deductibles, copayments, coinsurance, waiting periods, and annual lifetime benefit maximums.

6.2 How to Contest a Claim Denial

- (a) Urgent Care Situations:
 - (i) Method of Notification. Notice of an Urgent Care Grievance will be accepted by Wyssta if made by a Subscriber or Covered Dependent, or that person’s representative, by telephone or in writing directed to:

Wyssta Insurance Company, Inc.
2801 Hoover Road, P.O. Box 85
Stevens Point, WI 54481-0085
800-838-4875
 - (ii) Resolution Process. If the Urgent Care Grievance cannot be resolved through informal discussions, consultations or conferences during the first 48 hours after Wyssta’s receipt of the Urgent Care Grievance, the Subscriber, Covered Dependent, or a designated representative may appear before Wyssta’s Grievance Committee to present written or oral information with the right to ask questions before the Grievance Committee.

(iii) Time Limitation for Resolution. An Urgent Care Grievance will be resolved, whether informally or by the Grievance Committee, within 72 hours of its receipt by Wyssta.

(b) All Other Grievance Situations Not Including Urgent Care:

(i) Denial of a Claim for Benefits.

If a Subscriber or Covered Dependent makes a claim for Benefits under the Group’s vision plan and the claim is denied in whole or in part, the Subscriber or the Covered Dependent, or his/her service provider, will receive written notification within 30 days after Wyssta receives the claim, unless special circumstances require an extension of time for processing. The claims decision will be sent on a form entitled “Explanation of Benefits.”

If additional time is necessary for processing a claim for Benefits, Wyssta will notify the Subscriber or the Covered Dependent and his/her service provider of the extension and the reason it is necessary within the initial 30-day period. If an extension is needed because either the Subscriber or Covered Dependent or his/her service provider did not submit information necessary to make a Benefits determination, the notice of extension will describe the required information. The Subscriber or Covered Dependent, or his/her service provider, will have 45 days from receipt of the notice to provide the specified information.

(ii) Appealing a Claim Denial.

If the Subscriber or Covered Dependent has questions about the denial of his/her claim for Benefits, he/she should contact EyeMed Vision Care, LLC at 866-723-0513. Because most questions about Benefits can be answered informally, Wyssta encourages Subscribers and Covered Dependents to first try resolving any problem by talking with EyeMed. However, Subscribers and Covered Dependent(s) have the right to file an appeal requesting that Wyssta formally review the Benefits determination.

To file a Grievance or to appeal a Benefits determination, contact Wyssta’s Benefit Services Department at **888-838-4875**, or mail your request to:

Wyssta Insurance Company, Inc.
P.O. Box 85
Stevens Point, WI 54481-0085

The Subscriber or Covered Dependent should provide the reasons why he/she disagrees with Wyssta’s Benefits determination and include any documentation he/she believes supports his/her claim. He/she should

include the Subscriber's name, the Covered Dependent's name if applicable, and the Subscriber's member number on all supporting documents.

(iii) Resolution Procedure.

Wyssta will acknowledge the Grievance or Benefits determination appeal within five days of its receipt by Wyssta. Wyssta will attempt to resolve the Grievance or Benefits determination appeal through informal discussions, consultations or conferences. In the event that the Grievance or appeal remains unresolved, the Subscriber or Covered Dependent, or his/her representative, has the right to appear before Wyssta's Grievance Committee to present written or oral information and to question the Grievance Committee. The Committee shall advise the Subscriber, Covered Dependent, or his/her representative, of the time and place of the meeting at least seven calendar days before the meeting.

If the Subscriber or Covered Dependent does not exhaust the appeal procedures described above, and if he/she files a lawsuit against the Group's plan and/or Wyssta, as applicable, seeking payment of Benefits, the court may not permit the Subscriber or Covered Dependent to go forward with his/her lawsuit because he/she failed to utilize Wyssta's grievance/claims appeal procedures. No legal action can be brought against Wyssta later than three years after the date of the Grievance Committee's final decision on the review of the Benefits determination.

(iv) Time Limitations for Resolution.

Wyssta will attempt to resolve all Grievances and Benefit determination appeals within 30 calendar days after receipt by Wyssta. Wyssta will inform the Subscriber or Covered Dependent of its decision in writing. If the appeal is denied in whole or in part, the notice will include the following information:

- (A) The specific reason(s) for the denial of the appeal;
- (B) The reference to the specific Contract provision(s) on which the denial is based;
- (C) A statement that the claimant is entitled to receive, upon request and free of charge, reasonable access to, and copies of all documents, records, and other information relevant to the claimant's claim;
- (D) A statement describing any voluntary appeal procedures offered by Wyssta and the claimant's right to obtain information about such procedures; and a statement of the claimant's right to bring a civil action under Section 502(a) of ERISA;

- (E) If an internal processing policy or other similar criterion was relied upon in the denial of the appeal, the notice of such denial also will include either the specific processing policy or a statement that such processing policy was relied upon in denying the appeal and that a copy of that processing policy will be provided free of charge to the claimant upon request;
- (F) If the denial of the appeal was based on necessity, experimental treatment or similar exclusion or limit, the notice of such denial also will include an explanation of the scientific or clinical judgment for the determination, applying the terms of the Contract to the claimant's circumstances, or a statement that such explanation will be provided free of charge upon request; and

If the Grievance or Benefit determination appeal cannot be resolved within 30 days from receipt by Wyssta, Wyssta will notify the Subscriber, Covered Dependent, or his/her representative, in writing that it intends to extend the period of time for resolution an additional 30 days. The notification will state when resolution may be expected and the reasons for the additional time needed.

All Grievances and Benefit Determination appeals will be resolved within 60 days from date of receipt by Wyssta.

Wyssta's Grievance Committee shall consist of four persons: a consultant chosen by Wyssta, a representative of Wyssta management, Wyssta's claim administrator, and a Subscriber in a Wyssta plan who is not a Wyssta employee.

The Subscriber or Covered Dependent may resolve any grievance through Wyssta's Grievance procedure outlined above.

**ARTICLE VII
TERM; TERMINATION; NONRENEWAL**

7.1 Term

This Contract shall remain in force for the term stated in the Declarations as long as the Premium is paid on a timely basis unless terminated sooner as specified in Paragraph 7.2. This Contract will renew continuously and automatically on the anniversary date of the effective date of this Contract unless the Group requests nonrenewal.

7.2 Cancellation

- (a) The Group may cancel this Contract by giving Wyssta 30 days' notice in writing.

- (b) Wyssta may cancel the Contract by giving Group ten days' notice in writing upon the occurrence of any one or more of the following events:
 - (i) The Group fails to make a required Premium payment within the 31-day grace period.
 - (ii) For substantial breach of contract if the Group fails to furnish Wyssta with accurate enrollment data pursuant to Paragraph 3.4 of this Contract.
 - (iii) For substantial breach of contract if the Group permits enrollment which is contrary to specifications in the Declarations, or the initial group application.
 - (iv) For substantial change in the risk assumed if the Group changes the amount of Subscriber contribution or the conditions under which Benefits are offered, including but not limited to flexible benefit plans, flexible spending accounts, cafeteria plans, and the introduction of other plans from which the Subscribers may choose.
 - (v) For misrepresentation if the information relied upon in the application was inaccurately represented and would have caused the Group to be unacceptable to Wyssta at the time the Contract was issued.
- (c) Wyssta may cancel the Contract upon giving the Group 30 days' written notice in the event of any of the following:
 - (i) For substantial breach of contract if the Group refuses to allow Wyssta (by its auditors or other authorized representatives) to inspect its records in order to verify the accuracy of the Subscriber and Covered Dependent list.
 - (ii) The Group is no longer engaged in the type of business Wyssta agreed to insure.

7.3 Nonrenewal

Should Wyssta exercise its right to nonrenew this Contract, it will give the Group notice of such nonrenewal at least 60 days prior to the expiration date. Nonrenewal may occur if the Group allows enrollment to fall below the amount specified in Item 2 of the Declarations.

**ARTICLE VIII
GENERAL PROVISIONS**

8.1 Limitation of Liability

- (a) Nothing herein contained shall interfere with the professional relationship between the Subscriber or Covered Dependent and a provider. In no instance shall Wyssta be liable for conduct, including but not limited to, tortious conduct,

negligence or the wrongful acts or omissions of any provider or other professional practitioner or their agents or employees, in the provision or receipt of health care.

- (b) No agent has authority to change this Contract or waive any of its provisions.
- (c) The Group understands and acknowledges that no insurer can guarantee one hundred percent accuracy and that errors will occur from time to time. If a clerical error or other administrative mistake occurs, that error will not deprive Subscribers or Covered Dependents of coverage under the policy that they otherwise would have had and it will not create coverage for Subscribers or Covered Dependents that does not otherwise exist under the policy.

8.2 Rights of Subscribers and Covered Dependents

The rights of each Subscriber to receive Benefits are outlined in the Declarations attached to this Contract. Nothing contained herein shall limit the right of Wyssta and the Group, which right is hereby expressly reserved, to amend or terminate this Contract, or to modify the appendixes hereto on a prospective basis from time to time, and any such amendment, termination and/or modification shall automatically be effective as against the Subscribers and Covered Dependents without notice to or consent of any Subscriber or Covered Dependent.

8.3 Entire Agreement

This Contract constitutes the entire agreement between Wyssta and the Group and may not be altered or amended except in writing, provided that specific Benefits and coverage options specified in the Declarations and insuring agreement endorsement may be modified upon agreement of both parties and will be effective not less than 60 days after Wyssta delivers updated Declarations to the Group, except as otherwise required by law.

8.4 Endorsements

Nothing contained in any endorsement to the Contract shall affect any of the conditions, provisions, or limitations of the Contract, except as expressly provided in the endorsement. This Contract shall govern over any conflicting information provided by the Group to its employees and Subscribers.

8.5 Advertising and Promotion Control

Wyssta reserves the right to control the use of its name and all symbols, trademarks and service marks presently existing, or hereinafter established, with respect to it or to any Wyssta Benefit option. The Group agrees that it will not use such name, symbols, trademarks, or service marks in advertising or promotional materials or otherwise without prior written consent of Wyssta and will cease any and all usage immediately upon Wyssta’s request or upon termination of this Contract.

8.6 Notices

Any request for change to any of the provisions of this Contract shall be in writing except as otherwise specifically provided herein. Such request is considered to be delivered when delivery is in person or when sent by registered or certified United States mail return receipt requested, proper postage prepaid, and properly addressed to:

Wyssta Insurance Company, Inc.
c/o President
P.O. Box 85
Stevens Point, WI 54481-0085

8.7 Assignment

Neither party shall have the right to assign or otherwise transfer its rights or obligations under this Contract except with the prior written consent of the other; provided, however, that a successor in interest by merger, operation of law, assignment, purchase, or otherwise of the entire business of a party hereto shall acquire all interests of such party hereunder.

8.8 Legal Action

No suit at law or in equity shall be brought to recover upon any cause of action arising out of or relating to this Contract, or to Benefits provided hereunder, without exhausting Grievance procedures established by Wyssta, nor after the expiration of three years from the event upon which any such cause of action is based.

8.9 Governing Law

This Contract is delivered in the State of Wisconsin and is governed and construed under and pursuant to its laws.

8.10 Nonwaiver and Severability

No delay or failure by Wyssta to exercise any remedy or right accruing to it hereunder shall impair any such remedy or right or be construed to be a waiver of any such remedy or right, nor shall it affect any subsequent remedies or rights that Wyssta may have hereunder, whether or not the circumstances are the same.

The unenforceability or invalidity of any provision of this Contract as to any person or circumstances shall not render that provision or those provisions unenforceable or invalid as to any other person or circumstances, and in all other respects it and the remainder of this Contract shall remain valid and enforceable.

8.11 Rules and Regulations

Wyssta may, from time to time, establish such guidelines and processing policies as are reasonably necessary or appropriate to administer the Benefits provided under this Contract, and the Group agrees to be bound by any such rules and regulations.

8.12 Oral Statements

No oral statements of any person shall modify or otherwise affect the Benefits, limitations, conditions and exclusions of this Contract, convey or void any coverage, increase or reduce Benefits under the Contract, including the Certificate and the Schedule of Benefits, or be used in the prosecution or defense of a claim under this Contract.

8.13 Subrogation

If Benefits are paid on a Subscriber's or Covered Dependent's behalf under this Contract, Wyssta is entitled to all rights of recovery the Subscriber or Covered Dependent may have against any person or organization for the recovery of those Benefits to the extent of Wyssta's payment. Wyssta can only subrogate if the Subscriber or Covered Dependent is made whole for damages (is fully compensated for all damages, including any award for loss of employment, pain and suffering, taking into consideration the Subscriber's or Covered Dependent's comparative negligence). The Subscriber or Covered Dependent must sign and deliver to Wyssta any legal papers relating to that recovery, help exercise these rights of recovery and do nothing to harm these rights. If the Subscriber or Covered Dependent is made whole for all damages from another person or organization for Benefits paid or provided under this Contract, the Subscriber or Covered Dependent must repay Wyssta to the extent of Benefits paid or provided under this Contract.

**WYSSTA INSURANCE COMPANY, INC.
CONTRACT TO PROVIDE VISION CARE BENEFITS**

**DeltaVision
Declarations**

The term of this Contract between **City of Watertown** and **Wyssta Insurance Company, Inc.**, P.O. Box 828, Stevens Point, Wisconsin will be from January 1, 2023 through December 31, 2026. This Contract will be automatically renewed, subject to the provisions of Article VII of the Master Group Contract. This Contract is issued in consideration of the Group's Application and advance payment of initial Premium.

Wyssta and the above-named Group agree to the obligations and provisions of this Contract. The limit of Wyssta's liability for Benefits is as stated in this Contract. Wyssta's obligations are subject to all other terms and conditions of this Contract.

Claim settlement under this Contract is based upon a predetermined methodology, which may be less than the provider's billed charge.

WYSSTA INSURANCE COMPANY, INC.

BY: 
Douglas A. Ballweg
President & CEO

DATE: October 20, 2022

1. CONTRACT NUMBER(S): 45605 - 00000

2. REQUIRED ENROLLMENT:

- (a) 10 % of all Eligible Employees must be enrolled.
10 % of all Eligible Employees with Dependents must be enrolled for dependent coverage.

- (b) The following percentage of the Premium must be employer funded:
 - 0 % Single Coverage (employee, 1 Party)
 - 0 % Family Coverage (employee and spouse, 2 Party)
 - 0 % Family Coverage (employee and child(ren))
 - 0 % Family Coverage (full family, 3+ Party)

- (c) If enrollment drops below 2 Subscribers, Wyssta reserves the right to review the Rates or to terminate coverage.

- (d) In addition to this Delta Vision plan, the following Delta Vision Benefit options and/or other vision plans will be offered to this Group’s employees: No other vision plans offered.

- (e) Changes in enrollment status will be considered during an Open Enrollment Period 30 days prior to the Contract renewal date, with changes becoming effective on the renewal date.

3. TERMS OF ELIGIBILITY:

- (a) Eligibility begins:
For eligible new employees, eligibility begins the first day of the month following the waiting period, unless the date of hire is the first day of the month then the effective date is the date of hire.

- (b) For eligible new employees, the waiting period is 0 days.

- (c) For employees enrolling their Dependents:
Dependent children are eligible through the end of the month in which they attain age 26, regardless of student status, or if age 26 and beyond, to the date they lose eligibility due to the Dependent’s inability to meet all of the requirements contained in Section 3.1 (b) of the Master Group Contract.

- (d) Part-time employees are not covered; minimum hours worked must average at least 30 per week.

- (e) Any change in coverage selection because of marriage, divorce or death causing a change in enrollment status will be effective the first of the month following the qualifying event.

4. MONTHLY PREMIUM:

- Single Coverage (employee, 1 Party) - \$5.13
- Family Coverage (employee and spouse, 2 Party) - \$12.77
- Family Coverage (employee and child(ren)) - \$12.77
- Family Coverage (full family, 3+ Party) - \$12.77

5. SCHEDULE OF BENEFITS, LIMITATIONS AND COVERAGE PERCENTAGE:

This Contract provides the following Benefits subject to the Allowance or Copayment amount listed for each Benefit. The Allowances and Copayments may vary based upon the network membership of the vision provider at the time the services were rendered.

Contracted Provider Network: Insight

To be entitled to benefits, a network provider must be utilized. Please see the vision provider search on either the Delta Dental of Wisconsin or Vision Provider’s website.

Network Benefit = Contracted Vision Provider

Non-Network Reimbursement = Noncontracted Vision Provider

DeltaVision

	Network Benefit	Non-Network Reimbursement
Comprehensive Spectacle Exam	Member pays \$10	\$35
Retinal Imaging	Member pays \$39	None
Contact lens fit and follow-up <i>Standard – lenses that are spherical power only, soft lens materials, including planned replacement and conventional lenses. Lenses are to be used in a daily wear (removed prior to sleep) mode only.</i> <i>Premium – includes all lens powers and designs other than spherical powers (i.e., toric, multifocal, etc.), modes of wear that are extended or overnight schedules and rigid or gas permeable materials.</i>	Member pays up to \$40 10% discount off retail	\$0 \$0
Frames -- Any available frame at provider location.	\$130 allowance, then 20% off balance	\$65
Standard plastic lenses		
Single vision	Member pays \$10	\$25
Bifocal	Member pays \$10	\$40
Trifocal	Member pays \$10	\$55
Lens options		
UV coating	Member pays \$15	None
Tint (solid & gradient)	Member pays \$15	None
Standard scratch resistance	Member pays \$15	None
Standard polycarbonate	Member pays \$40	None
Standard progressive	Member pays \$75	\$40
Premium progressive Tier 1 Tier 2 Tier 3 Tier 4	Member pays \$95 Member pays \$105 Member pays \$120 Member pays \$75, 80% of charge, less \$120 allowance	\$60 \$60 \$60 \$60
Standard anti-reflective coating	Member pays \$45	None
Premium anti-reflective coating Tier 1 Tier 2 Tier 3	Member pays \$57 Member pays \$68 80% of charge	None None None
Other add-ons and services	20% off retail price	None
Contact lenses – In lieu of Spectacles <i>Contact lens allowance covers materials only</i>		
Conventional	\$120 allowance, then 15% off balance	\$96
Disposable	\$120 allowance	\$96
Medically necessary	Paid in full	\$200

Laser vision correction – Lasik or PRK	15% off retail price or 5% off promotional price	None
Frequency Exams: Lenses or Contact Lenses: Frames:	Every Calendar year Every Calendar year Every Other Calendar year	

Additional in-network discounts

- 20% discount on items not covered by the Plan at network providers, which may not be combined with any other discounts or promotional offers, and the discount does not apply to Contracted Provider’s professional services, or contact lenses. Retail prices may vary by location.
- Members also receive a 40% discount on complete eyeglass purchases and a 15% discount on conventional contact lenses once the funded benefit has been used.
- Not all network providers offer Laser Vision correction services. Please contact your provider for availability of these services.

DeltaVision – Diabetic Benefits

	Network Benefit	Non-Network Reimbursement
Office service visit (medical follow-up exam)	Member pays \$0	\$77
Retinal imaging	Member pays \$0	\$50
Extended ophthalmoscopy	Member pays \$0	\$15
Gonioscopy	Member pays \$0	\$15
Scanning Laser	Member pays \$0	\$33
Frequency – Exams / Services	Up to two services every calendar year	
Definitions <ul style="list-style-type: none"> Office Service Visit (Medical Follow-up Exam): Office visit for the evaluation and management of an established patient. The office visit includes patient history, follow-up examination services as deemed appropriate by the provider, and medical decision making. Members also receive a 40% discount on complete eyeglass purchases and a 15% discount on conventional contact lenses once the funded benefit has been used. Extended Ophthalmoscopy with retinal drawing and interpretation and report: A serious retinal condition must exist or be suspected (based on results of routine ophthalmoscopy) which requires further detailed study. Gonioscopy: A procedure to look at the anterior chamber structures of the eye between the cornea and the iris. Gonioscopy can be used in detection or treatment of conditions that can be more prevalent in diabetics such as glaucoma or neovascularization of the angle. Scanning Laser: Scanning computerized ophthalmic diagnostic imaging, posterior segment with interpretation and report. 		

Exclusions and Limitations

The Diabetic Benefit covers diabetic eyecare evaluation services only for Type 1 and Type 2 diabetics. The following services and benefits are excluded:

- Costs associated with securing frames, lenses, or any other materials
- Orthoptics or vision training and any associated supplemental testing
- Surgical procedures, including laser or any other form of refractive surgery, and any pre- or post-operative services
- Pathological treatment of any type for any condition
- Any eye examination required by an employer as a condition of employment
- Insulin or any medications or supplies of any type
- Services and/or materials not included in this Rider



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DENTAL VISION

NVA VISION PLAN

Enrollment and changes to your NVA vision plan can only be made during the open enrollment period, which is during the month of December for an effective date of January 1.

The Labor Association of Wisconsin, Inc. offers a vision plan for all of its members. In cooperation with the TOMAR Company, LAW; Inc. is offer a vision plan through National Vision Administrators. A wide variety of benefits are included in this plan for both family plans and single plans at a very affordable monthly cost, as outlined below.

For more information on the availability of vision care centers and vision professionals in your area, visit the **National Vision Administrators website**. Enter the group number of 4327400001 in the box for the search by zip code feature. Enter your zip code in the next box to find a provider.

To view a list of Wisconsin NVA providers click [Here](#)

Monthly Premium Coupons:

LAW Members:

[Vision Insurance Premium Coupon - Family Plan](#)

[Vision Insurance Premium Coupon - Single Plan](#)

Non-Members:

[Vision Insurance Premium Coupon - Non-Member Family Plan](#)

[Vision Insurance Premium Coupon - Non-Member Single Plan](#)

You can find an Enrollment/Change application form [Here](#)

ONLINE PAYMENT

Now you can pay your monthly Vision Insurance Premiums on line through PayPal. If you don't have a PayPal Account, you can still make your payment using the credit cards shown.

Under the "Payment Options" below, click on the drop down arrow on the far right inside the box. Choose the "Plan" you want to pay and make a monthly or yearly payment. You can include a message to LAW if needed and press the



Message:

Pay Now



Payment Options - Non-Member

Family - Monthly \$25.00 USD ▾

Message:

Pay Now



BENEFIT SUMMARY

Examinations

A comprehensive exam is provided including a determination of the refractive state of the eyes, and general evaluation of the complete visual system.

Eyeglasses, lenses and contact lenses

- All sizes of standard glass or plastic lenses are covered.
- Solid tints are covered.
- For non-standard (see below)lenses and tints the plan pays contracted amounts and the participant pays any additional cost for the supply upgrade.
- When a participant chooses contact lenses instead of glasses, no other vision supply benefits are available during the benefit service period.

Frames

- The participating providers carry a selection of frames that are covered in full. An insured may choose frames outside that selection and pay the difference.

Non-standard lenses include, but are not limited to, blended bifocals, no line or executive bifocals, progressive lenses, photo gray lenses, special lens coatings.

How much will it cost?

*The monthly cost of the plan, as of January 1, 2022, available as a single plan and a family plan for both LAW members and Non- Members will be when **paying by check**:*

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To view an in-depth benefits schedule, [click here.](#)

ITEM	PARTICIPATING PROVIDER	NON-PARTICIPATING PROVIDER
Examination	Fully Covered	\$30.00
Frames	\$100.00	\$35.00
Single Vision Lenses	Fully Covered	\$25.00
Bifocal Lenses	Fully Covered	\$35.00
Trifocal Lenses	Fully Covered	\$45.00
Lenticular Lenses	Fully Covered	\$80.00
CONTACT LENSES		
Cosmetic	\$100.00	\$80.00
Medically Necessary	Fully covered w/pre-approval	\$100.00

Benefits Service Availability

Examination	Once every 12 months
Lenses	Once every 12 months
Frames	Once every 12 months
Contact Lenses	Once every 12 months

The Labor Association of Wisconsin, Inc.

P/414-476-6000 . F/414-476-6015 . 800/657-0742

11430 West Bluemound Road, Suite 104

Web: www.law-inc-wi.com

Wauwatosa, WI 53226

Email: benbarth@law-inc-wi.com

**RESOLUTION TO
ENTER INTO A CONTRACT WITH DELTAVISION AND WYSSTA
INSURANCE COMPANY, INC. FOR THE SERVICE OF A VISION PLAN
FOR THE CITY OF WATERTOWN EMPLOYEES
SPONSOR: MAYOR MCFARLAND
FROM: FINANCE COMMITTEE**

WHEREAS, the City of Watertown has identified, through the use of employee opinion surveys, leadership team meetings, and open enrollment meetings, consistent feedback supporting enhancing current resources to include an employer managed vision plan; and;

WHEREAS, Delta Dental, our current dental insurance carrier, has expanded insurance plans to include vision coverage available in a voluntary participation capacity for employees in positions that average more than 30 hours a work week; and,

WHEREAS, the financial responsibility for the participants will be the employee’s responsibility except when employees separate and incurred fees that are unable to be recovered; and,

WHEREAS, Delta Dental is in participation with the provider DeltaVision, Wyssta Insurance Company, Inc., is able to provide training resources to support the incorporation of this benefit into the workforce; and,

WHEREAS, the initial enrollment period will end December 15th with an effective date of January 1st. Open enrollment then then follows the enrollment period for the established dental plan.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN THAT: by the Common Council of the City of Watertown that the proper City officials be and are hereby authorized to enter into a contract with DeltaVision, Wyssta Insurance Company, Inc., for use of an employer managed vision plan for City of Watertown employees at a voluntary participation rate by the employees in positions that average more than 30 hours a work week.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		

ADOPTED November 15, 2022

CLERK

APPROVED November 15, 2022

MAYOR

(November 15, 2022) Exhibit #9450