



COMMON COUNCIL MEETING AGENDA

TUESDAY, NOVEMBER 04, 2025 AT 7:00 PM

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

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 917 858 0897 Passcode: 53094 One tap mobile
+16469313860 <https://us06web.zoom.us/j/9178580897?pwd=eUOpCUyvIV65zIPMYImMdPU1LVLx5L1&omn=86067781065>

All public participants' phones will be muted during the meeting except during the public comment period. This meeting will be streamed live on YouTube at: <https://www.youtube.com/c/WatertownTV>

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. MINUTES OF COUNCIL MEETING HELD

A. Meeting minutes from October 21, 2025

5. REPORTS

A. Board of Health minutes from September 23, 2025

B. Finance Committee-Budget minutes from October 07 through 20, 2025

C. Plan Commission minutes from October 13, 2025

D. RDA minutes from October 15, 2025

E. Tourism minutes from October 17, 2025

F. Parks, Recreation, and Forestry minutes from October 20, 2025

G. Senior Center Advisory Board minutes from October 21, 2025

H. Plan Commission minutes from October 27, 2025

I. Public Works minutes from October 28, 2025

6. NEW BUSINESS

A. Review and take action: Committee Appointments

7. MISCELLANEOUS BUSINESS

A. Payroll Summary - October 1 through October 14, 2025

B. Discuss and take possible action: 2026 Budget Proposals

8. RESOLUTIONS

A. Exh. 9796 - Resolution to approve 2026-2027 EMS & Fire Township contract (Sponsor: Mayor Stocks From: Finance Committee)

B. Exh. 9797 - Resolution to approve 2026-2027 EMS Lebanon contract (Sponsor: Mayor Stocks From: Finance Committee)

C. Exh. 9798 - Resolution to Purchase Borger Rotary Lobe Sludge Pumps (Sponsor: Ald. Arnett From: Public Works Commission)

D. Exh. 9799 - Resolution to Enter into contract with Synagro Central, LLC. for Biosolids Land Application Services (Sponsor: Ald. Arnett From: Public Works Commission)

9. 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.

10. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

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
Tuesday October 21, 2025**

Section 4, Item A.

CALL TO ORDER

Mayor Stocks called the regular meeting of the City of Watertown Common Council to order at 7:04 p.m. on Tuesday, October 21, 2025. 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, Berg, Bartz, Blanke, Smith, Arnett (virtual), Wetzel and Moldenhauer (virtual). City staff present were Fire Chief Tanya Reynen (virtual), Police Chief David Brower, City Attorney Ali Panagopoulos, Finance Director Mark Stevens, Public Works Director Andrew Beyer, Park and Rec Director Kristine Butteris, Zoning Administrator Brian Zirbes, and City Clerk Megan Dunneisen.

PLEDGE OF ALLEGIANCE

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

MINUTES OF PRECEDING MEETING

Mayor Stocks inquired if there were additions or corrections to minutes of the Common Council meeting held Tuesday, October 7, 2025. There being none, Ald. Berg moved to approve, seconded by Ald. Smith and carried by unanimous voice vote.

COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT

No comments were received.

Ald. Blanke made a motion to amend the agenda to move Employee Recognition before reports, seconded by Ald. Lampe and carried by unanimous voice vote.

COMMUNICATIONS & RECOMMENDATIONS

Zoning Administrator Brian Zirbes gave recognition to Nikki Zimmerman with the Zoning Department for twenty-five years. Park and Rec Director Kristine Butteris gave recognition to Eric Gutzforf with the Park and Rec Department for twenty-five years.

REPORTS

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

The following reports were received and filed: Licensing Board minutes from September 10, 2025, Parks, Recreation, and Forestry minutes from September 15, 2025, Licensing Board minutes from September 16, 2025, WMSP Board of Directors minutes from September 16, 2025, Finance Committee minutes from September 22, 2025, Plan Commission minutes from September 22, 2025, Plan Commission minutes from September 29, 2025, Public Safety & Welfare minutes from October 6, 2025, Site Plan Review Committee minutes from October 13, 2025 were presented.

COMMUNICATIONS & RECOMMENDATIONS

Mayor Stocks gave recognition to Erin Fendt with the Police Department for twenty-five years, Jonathan Wehner with the Police Department for fifteen years, Joe Degrandt with the Park and Rec Department for five years, and Maureen McBroom with the Engineering Department for five years.

Watertown Fire Department Monthly Report for August was presented. Stefanie Broere gave an update on the Main Street Program and City Engineer Andrew Beyer gave an overview on the Street & Utility Capital Improvement Program (CIP).

MISCELLANEOUS BUSINESS

Payroll Summary - September 17 through September 30, 2025, Paid Invoices Report-September 2025, Cash and Investments - September 30, 2025 were presented.

LICENSES:

Ald. Bartz moved to approve the application for a Temporary "Class B" Malt and Liquor license from Rotary Club of Watertown at 816 S Seventh St for the YMCA Auction on November 11, 2025 during the hours of 4:30 pm - 10:00 pm, seconded by Ald. Smith and carried by unanimous voice vote.

Ald. Blanke moved to approve the application for a "Class A" Malt and Liquor License from Watertown Mart LLC (Hari Adhikari, Agent) located at 330 Summit Ave for licensing year July 1, 2025 – June 30, 2026, conditioned on passed city inspection, successor CUP, and surrender of the current license issued to the premises, seconded by Ald. Bartz and carried by unanimous voice vote.

Ald. Lampe moved to deny the application for operator's license from Alah Jaurigue based on Cat. I of the Watertown Licensing Guidelines, seconded by Ald. Bartz and carried by unanimous voice vote.

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. 9792 - Resolution to approve 48/96 MOU with Local 877 of the International Association of Fire Fighter, AFL-CIO-CLC (Sponsor: Mayor Stocks From: Finance Committee). Ald. Lampe moved to adopt resolution 9792, seconded by Ald. Davis and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9793 - Submittal of STP Urban Funding Application for Clark Street (Sponsor: Mayor Stocks From: Finance Committee). Ald. Davis moved to adopt resolution 9793, seconded by Ald. Smith and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9794 - Resolution requesting exemption from Jefferson County Library Tax (Sponsor: Mayor Stocks). Ald. Smith moved to adopt resolution 9794, seconded by Ald. Moldenhauer. Ald. Smith made a motion to remove the Estimated Municipal 2026 Library Appropriation amount from the resolution, seconded by Ald. Arnett and failed by roll call vote: Yes-4 (Berg, Smith, Arnett, Moldenhauer); No-5 (Davis, Lampe, Bartz, Blanke, Wetzel); Abstain-0. Motion carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9795 - Resolution requesting exemption from Dodge County Library Tax (Sponsor: Mayor Stocks). Ald. Smith moved to adopt resolution 9795, seconded by Ald. Blanke and carried by roll call vote: Yes-9; No-0; Abstain-0.

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. Moldenhauer moved to adjourn, seconded by Ald. Bartz, and carried by unanimous voice vote at 8:23p.m.

Respectfully Submitted,

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 Clerk's Office. Video recording available at Watertown TV's YouTube page: <https://www.youtube.com/c/WatertownTV>



**Watertown Board of Health
Meeting Minutes
Watertown Dept of Public Health
515 S First Street/Zoom
September 23, 2025 – 3:30 PM**

Members Present: Dr. Donene Rowe, Ald. Fred Smith, Dr. Todd Huhn

Others in attendance: Carol Quest, Abbigail Kuehn, Kim Hiller, Tara Hoffman
Virtual: Ald. Dana Davis, Patty Gedemer

1. Call to Order

Dr. Rowe called the meeting to order at 3:30pm.

2. Citizens to be heard

None.

3. Review and take action: Board of Health Minutes July 15, 2025

Minutes from July 15, 2025, meeting was reviewed. Motion by Ald Smith to approve; second by Dr. Huhn

Motion carried by unanimous voice vote.

It was requested to use professional titles when referring by attendees in the minutes.

4. Review and take action: Finance Reports – Preliminary August 2025

Carol noted that the Emergency Preparedness budget, fund 15, is a non-tax levy budget. The overage in the supplies account is due to the purchase of vaccine storage units. The Department received additional grant money to cover this expense.

In response to Dr. Huhn's question regarding vehicle usage and staffing:

The department purchases new vehicles primarily to support Environmental Health staff in their fieldwork. Once these vehicles reach the end of their primary service life, they are reassigned for use by staff in other public health programs. Because a significant portion of public health work takes place in the community, reliable transportation is essential. This vehicle management approach has resulted in overall cost savings and increased efficiency across departmental operations.

Financial reports were reviewed. Motion by Ald. Smith to approve; second by Dr. Huhn.

Motion carried by unanimous voice vote.

5. Review and take action: 2026 Budget

Carol Quest shared the proposed budgets for 2026. She noted that leadership was instructed to have a 0% increase in non-personnel accounts.

The Health Department (01) budget reflects a 0% increase. The maintenance/contracts account has been increased due to increased costs. The increase has been accommodated by decreasing other accounts to cover the change.

The budgets submitted to the Mayor and Treasurer do not have personnel numbers. Carol is awaiting these numbers and hopes to present a completed budget for our next meeting.

The Environmental Health (14) budget includes a capital expense for new computers for the staff as well as water lab maintenance.

The Emergency Preparedness (15) budget includes a \$220,000 request for 2026 to fund the building project to be funded with Public Health ARPA funds and Environmental Health funding.

The Seal A Smile (18) budget is similar to previous year. The grant was reduced but is offset by higher revenue received from medical assistance billing.

Motion for approval was made by Ald. Smith and seconded by Patricia Gedemer.

Motion carried by unanimous voice vote.

6. Review and discuss: Foundational Public Health Services – Maternal, Child & Family Health

Assistant Director Abbey Kuehn provided program updates for the Maternal, Child, and Family Health:

Talk Read Play Program: Between January and June, 23 families participated in the program, with four new enrollments during that period.

Prenatal Care Coordination: Nursing staff completed four newborn visits. Three of the participating clients transitioned into the TalkReadPlay program following their newborn visits.

Food Access Partnership: The department continues to collaborate with The Bread Basket to provide food and essential items to families referred by the Health Department. Monthly private food pantry events are held on the first Friday of each month, offering food, baby formula, diapers, personal items, clothing, and housewares. From January to June, seven events were held, serving 140 families (totaling 558 individuals). Additionally, 72 food boxes were delivered to families experiencing food insecurity.

Community Engagement Events:

- A Community Baby Shower was hosted in collaboration with Watertown Family Connections, Safe Babies/Healthy Families, and the Jefferson County Health Department. Twenty families were invited to access resources, socialize, and receive baby care items.
- A bilingual (Spanish and English) event was also held in partnership with Watertown Family Connections to connect families to local programs and services such as their Playgroups in the Park. The Watertown Fire and Police Departments participated, engaging with families to foster positive community relationships.
- Pre- and post-event surveys indicated that participants found these events beneficial to their mental health and expressed interest in attending future events.

Future Planning: Staff are planning to host five social connection events in 2025, including some scheduled after 4:30 p.m. and on weekends to better accommodate working families.

Car Seat Safety Program: From January to June, 24 car seat checks were completed. Ten car seats were provided through the department's free car seat program.

Safe Sleep Initiative: Nursing staff provided Pack & Plays to two families identified as lacking a safe sleep environment for their infants. These items were purchased through grant funding, and families received education on safe sleep practices.

7. Review and discussion: Public Health Emergency Preparedness Program updates

City Tabletop Exercise: Public Health Emergency Preparedness Coordinator Victoria Parker is working in collaboration with Emergency Manager/Fire Chief Tanya to develop a tabletop emergency response exercise for City leadership. This exercise will take place in the new Emergency Operations Center (EOC) located at the recently constructed fire station. It will be the first tabletop exercise for many City leaders and the first use of the new EOC. The exercise will serve as both a learning opportunity and an assessment of current resources and needs within the EOC.

Community Partner Engagement: A tabletop exercise was also conducted with CommonHart, a local home health and hospice agency. The discussion focused on their role in supporting patients during emergencies, clarifying responsibilities, and managing expectations for community support. Emphasis was placed on the importance of coordinated emergency planning and the understanding that 911 services and hospital emergency rooms are not sufficient as default emergency plans or evacuation locations.

Policy Updates – Chapter 6: Policies under Chapter 6 are expected to be submitted to the Public Safety & Welfare Committee for review in October. Additional internal review is being conducted by Carol and Tanya. Cooling and warming procedures have now been separated from the policies. These procedure documents are accessible to staff on the City server.

Mental Health Training: Two department staff members are certified Mental Health First Aid trainers. In September, they facilitated a mental health first aid training session for approximately 15 City staff members.

After-Action Review – Warming/Cooling Center: An after-action review was completed following the activation of the warming/cooling center earlier in 2025. Based on this review, procedural updates have been made to improve future shelter operations.

Upcoming Training: Victoria Parker will attend a Reception Center and Decontamination Workshop in November to further enhance emergency preparedness capabilities.

Funding Outlook: Emergency Preparedness funding may be reduced in the upcoming budget cycle. In anticipation of this, Victoria's time allocated to Emergency Preparedness activities in 2026 has been adjusted accordingly.

8. Review and discussion: Public Health Environmental Health Program updates

The new inspection year began on July 1.

The newly hired Environmental Health staff member is progressing well in training. She has begun conducting independent inspections of smaller facilities, such as tourist rooming houses, and is currently preparing for the Registered Sanitarian Exam.

The department is actively working with management of pool facilities to ensure compliance with safety and chemical standards. Environmental Health staff are coordinating with the Wisconsin Department of Agriculture to develop corrective action plans for pools not meeting pool code requirements.

Staff have completed state-required reporting for the inspection program and finalized the annual self-assessment.

9. Review and discussion: Public Health Community Health Program updates

The land purchase for the additional lot is expected to be finalized by the end of the month. The next steps will include zoning approval and determining building placement.

The Community Health Assessment (CHA) has been completed, and the final document is currently being compiled.

Wastewater testing, which began during the COVID-19 pandemic to monitor COVID-19 viral detection trends, has expanded to include measles detection. These reports are utilized by the medical community to track virus levels and prepare for potential increases in cases.

Local schools have issued their 15-day notification letters to families of students who are not up to date on required immunizations.

A pharmaceutical student intern assisted with reminder and recall efforts for children ages 4 to 6 who were missing the MMR (measles, mumps, and rubella) vaccine. Currently, 52% of children in this age group are meeting vaccine benchmarks.

A separate assessment of 24-month-old children showed 66% were meeting all vaccination benchmarks. Letters were sent to families whose children were behind on immunizations.

Public Health Nursing staff are actively supporting the Watertown Unified School District by assisting with care planning and providing training for school health aides.

The community garden located along the perimeter of the Health Department parking lot has yielded 229 pounds of produce this year. The harvested produce is shared with the senior meal program.

This year, seven students from Maranatha Baptist University and one student from UW Green Bay will be participating in various learning experiences with the Health Department as part of their academic training

10. Adjourn.

Motion made to adjourn by Ald Davis and carried by unanimous voice vote.

Next Board of Health meeting will be Tuesday, December 16, 2025, at 3:30 p.m.

Respectfully Submitted,



Carol Quest
Director/Health Officer

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



FINANCE COMMITTEE MEETING MINUTES – 2026 BUDGET

TUESDAY, OCTOBER 07, 2025, THROUGH MONDAY, OCTOBER 20, 2025

MUNICIPAL BUILDING – 106 JONES STREET, WATERTOWN, WI 53094

Tuesday, October 7

Members present: Mayor Stocks, Alderpersons Berg, Davis, Lampe, and Smith

Others present: Finance Director Stevens, Fire Chief Reynen, Public Works Director Beyer, Street Operations Manager Winkelman, Library Director Checkai, Maureen McBroom (video), Ald Arnett (video)

1. Call to order: Mayor Stock called the meeting to order at 6:04 p.m.
2. **2026 Budget Presentation-** Mayor Stocks highlighted a few items that have been incorporated into the budget proposal. All requests for new positions were included, but the only ones that the mayor is proposing be funded are one in the fire department, police department, and IT. The Fund 01 increase in tax levy is proposed to rise from \$10,460,000 to \$10,860,000, and the fund balance impact is a net decrease of <\$791,647>. The estimated unassigned fund balance as of 12/31/26 would be 30.4%.
3. **Debt [Fund 04]:** Finance Director Stevens reviewed the projected payment schedule of principal and interest. The debt levy increases from \$5,300,000 to \$6,100,000.
4. **Capital Improvements [Fund 05]:** Finance Director Stevens presented the latest iteration of the Capital Improvement Projects list with no time for meaningful discussion. The projects list proposed would require \$5.9 M in General Obligation borrowing.
5. Adjournment. Ald. Davis moved to adjourn at 6:57 pm, seconded by Ald. Lampe, and carried by unanimous voice vote.

Monday, October 13

Members present: Mayor Stocks, Alderpersons Berg (video), Davis, Lampe, and Smith

Others present: Finance Director Stevens, Attorney Panagopoulos, Zoning Administrator Zirbes, Public Works Director Beyer, Fire Chief Reynen, Maureen McBroom, Lisa Schwartz

Attending via Zoom: Street Operations Manager Winkelman, Ald. Arnett, Media Director Famularo

1. Call to order: Mayor Stock called the meeting to order at 5:30 p.m.
2. Ald. Davis moved, seconded by Ald. Smith, to **approve the minutes from September 22, 2025**. Unanimously approved.
3. Chief Reynen provided an update on two **fire department grant expectations**: FEMA Assistance to Firefighters Grant (support training, equipment, operational readiness) and Ground Emergency Medical Transportation (supplemental reimbursement of emergency transports for Medicaid patients).
4. The **fire department** administration and union have collaborated on a desire to test a new shift pattern starting in January through December 2026. The new **48/96 schedule** includes two

consecutive 24-hr shifts, followed by four days off. The chief has an ability to rescind ongoing use if it is determined to be detrimental to staffing, response times, overtime, physical safety, or mental wellness. Ald. Lampe moved, supported by Ald. Davis, to approve the resolution to move forward to Council for approval. Unanimously approved.

5. The Engineering Division staff presented a request to submit a WisDOT **Surface Transportation Program Urban Grant request for a portion of Clark Street** (between Twelfth and Humboldt Streets) to be reconstructed in 2031. A motion to approve was offered by Ald. Davis, seconded by Ald. Smith, and unanimously approved.
6. Mr. Stevens presented the **Fund 01 income statement through September**.
7. Ald. Lampe moved, seconded by Ald. Davis, to convene into **closed session** per § 19.85(1)(e) when 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 (**2026 PD Union Contract**). Unanimous approval through roll call vote.

After a return to open session, Mayor Stocks relinquished the chair to Ald. Davis for 2026 budget deliberations.

8. 2026 budget proposal discussion: **Public Works** (Building/Safety/Zoning, Planning)
9. **2026 budget** proposal discussion: **General Government** (Common Council, Mayor, Municipal Court, Attorney, Media Services/Communications, Information Technology, Human Resources, Employee Benefits, Finance, Elections, Assessor, Audit, Property/Liability Insurance) and **Public Service Enterprises**
 - A. Media/Communications Director Famularo presented a request for reconsideration of a few accounts in her department [01-51-84-18, 01-51-84-20, 01-51-84-50].
10. **2026 budget** proposal discussion: **Other Funds** (Transit [13], Tourism [22], Non-recurring Grants [24], Fiber Optic [25], CDB Housing [65], (Note: Ald. Berg left meeting at this point.) Economic Development [60], TIDs [Funds 08, 09, 10, 19, 23, 30], Riverfest [12],
11. **2026 budget** proposal discussion: follow-up from prior meetings
 - A. Mr. Stevens provided **hypothetical capital improvement financing models** from Baird that presents scenarios for borrowing \$4.5 M, \$5.0 M, \$5.25 M, and \$5.5 M in 2026. These plans assume future capital borrowings of \$4.5 M and have incorporated an increase of \$2.5 M in 2028 if the purchase of the fire ladder truck is considered an addition to the overall borrowing.
12. Adjournment. Ald. Lampe moved to adjourn at 9:10 pm, seconded by Ald. Smith, and carried by unanimous voice vote.

| DATE | Account | Name | Original | Modified | Impact to Fund 01 Bottom Line | First | Second | Vote |
|------------|-------------|--|----------|----------|-------------------------------|-------|--------|------|
| 10/13/2025 | | | | | | | | |
| Pg 18 | 01-52-41-16 | BSZ PT Wages | 52,000 | 55,630 | (3,630) | DD | JL | 4:0 |
| | 01-52-41-16 | BSZ Capital Outlay | 3,630 | - | 3,630 | | | |
| Pg 06 | 01-51-11-24 | Council Travel | 100 | - | 100 | FS | JL | 4:0 |
| Pg 13 | 01-51-86-10 | IT Technician- start 7/1 | 52,891 | - | 52,891 | FS | KB | 3:1 |
| | 01-51-86-17 | IT AMSO Allocation | (38,933) | (28,355) | (10,578) | | | |
| | 01-51-86-32 | IT Telephone | 1,150 | 575 | 575 | | | |
| Pg 13 | 01-51-86-16 | IT Intern | 12,358 | 22,358 | failed | DD | KB | 2:2 |
| Pg 08 | 01-51-41-60 | Elections voting machines | | 21,500 | failed | DD | FS | 1:3 |
| Pg 59 | 05-71-41-70 | Elections voting machines | 21,500 | | | | | |
| Pg 30 | 01-57-11-56 | Rock River Com Clinic | 5,000 | - | 5,000 | JL | FS | 4:0 |
| Pg 11 | 01-51-81-56 | Contingency Fund | 100,000 | 105,000 | (5,000) | | | |
| Pg 73 | 13-xx | Transit System Eliminate net decrease | (90,000) | - | | JL | DD | 4:0 |
| Pg 96 | 60-51-05-10 | EconDvlpmt Wages | 54,810 | 36,540 | | JL | DD | 4:0 |
| | 60-51-05-33 | EconDvlpmt WRS | 3,946 | 2,631 | | | | |
| | 60-51-05-34 | EconDvlpmt Social Security | 3,398 | 2,265 | | | | |
| | 60-51-05-35 | EconDvlpmt Medicare | 795 | 530 | | | | |

Wednesday, October 15

Members present: Mayor Stock, Alderpersons Berg (video), Davis, Lampe, and Smith

Others present: Finance Director Stevens, Chief Brower, Health Director Quest, Park/Rec Director Butteris, Chief Reynen, Library Director Checkai, S Juhl, Ald. Moldenhauer, Ald. Arnett

1. Call to order: The meeting was called to order at 4:35 p.m. by acting chair Ald. Smith.
2. **2026 budget** proposal discussion: **Health** (Public Health, Environmental Health [14], Health Emergency Preparedness [15], Seal-a-Smile [18])
3. **2026 budget** proposal discussion: **Other Services** (Humane Society)
4. Fire Chief Reynen provided a memo indicating that the **FD 2% Dues reserve account** has a sufficient carryover balance from prior years to afford any additional compensation expenses for the hiring of a fire marshal earlier than the proposed budget start date of March 1.
5. **2026 budget** proposal discussion: **Public Safety** (Police, Crossing Guards, Dispatch Center, Municipal Building, Fire, Emergency Government)
6. **2026 budget** proposal discussion: **Culture, Education, Recreation** (Library, Library Operations [11], Library Trust [20], Recreation, Pools, Senior/Community Center, Parks, Forestry, Parks Development [07], Town Square Future Fund [26])
 - A. Finance members requested Parks/Rec Director Butteris to secure pricing for replacement costs along with repair estimates to curb employee safety concerns in the Parks garage.
7. **2026 budget** proposal discussion: follow-up from prior meetings
 - A. Notices were received to modify **State payments** for the shared services and services to state facilities. The revenue accounts on page 1 [01-42-21-10 & 01-42-73-51] have been updated.

8. Adjournment. Ald. Davis moved to adjourn at 8:34 pm, seconded by Ald. Lampe, and carried by unanimous voice vote.

| DATE | Account | Name | Original | Modified | Impact to Fund 01 Bottom Line | First | Second | Vote |
|------------|-------------|-------------------------------|-------------|-------------|-------------------------------|--------------------|--------|------|
| 10/15/2025 | | | | | | | | |
| Pg 01 | 01-42-21-10 | Shared Taxes from State | (3,528,377) | (3,517,612) | (10,765) | State notice rec'd | | |
| Pg 01 | 01-42-73-51 | Services to State Facilities | (2,617) | (6,173) | 3,556 | State notice rec'd | | |
| Pg 15 | 01-52-11-10 | PD Wages: captain on 1/1 | — | (23,421) | failed | FS | JL | 1:3 |
| Pg 15 | 01-52-11-14 | PD Overtime Wages | 145,000 | 152,000 | (7,000) | JL | DD | 3:1 |
| | 01-52-11-20 | PD Maint Contracts: 2 cameras | 267,500 | 260,500 | 7,000 | | | |
| Pg 89 | 24-58-11-05 | FD 2% Dues- Jan/Feb wages | 100,000 | 100,000 | - | FS | JL | 4:0 |
| Pg 25 | 01-55-11-46 | Library Contribution | —810,000 | —850,859 | failed | JL | no 2nd | |
| Pg 25 | 01-55-11-46 | Library Contribution | —810,000 | —785,000 | failed | FS | KB | 2:2 |
| Pg 26 | 01-55-21-16 | Rec Program Supervisor PT | —23,231 | — | failed | FS | JL | 2:2 |
| Pg 60 | 05-55-41-70 | Park CapExp: Garage | 400,000 | - | | KB | JL | 4:0 |

Thursday, October 16

Members present: Mayor Stock, Alderpersons Berg (video), Davis, and Lampe

Others present: Finance Director Stevens, Public Works Director Beyer, Streets Operations Manager Winkelman, Water Systems Manager Hartz, Nathan Williams, Maureen McBroom, Tim Hayden (video), Fire Chief Reynen (video), Ald. Arnett (video)

1. Call to order: The meeting was called to order at 4:32 p.m. by acting chair Ald. Lampe.
2. **2026 budget** proposal discussion: **Public Works** (Airport, Engineering, annual infrastructure [part of Fund 05], Street Division, Solid Waste [17], Stormwater [16], Water [03], Wastewater [02])
3. **2026 budget** proposal discussion: follow-up from prior meetings
 - A. Mr. Stevens provided updates for two **HR-related accounts** that were to be revisited from a prior meeting.
4. Adjournment. Ald. Davis moved to adjourn at 6:06 pm, seconded by Ald. Berg, and carried by unanimous voice vote.

| DATE | Account | Name | Original | Modified | Impact to Fund 01 Bottom Line | First | Second | Vote |
|------------|-------------|---------------------------|----------|----------|-------------------------------|-------|--------|------|
| 10/16/2025 | | | | | | | | |
| Pg 09 | 01-51-60-20 | HR Computer Software | 5,968 | 5,583 | 385 | JL | DD | 3:0 |
| Pg 14 | 01-51-95-45 | Employee Bnfts Admin Fees | 7,000 | 6,000 | 1,000 | | | |

Monday, October 20

Members present: Mayor Stock, Alderpersons Berg, Davis, Lampe, and Smith

Others present: Finance Director Stevens, Public Works Director Beyer, Water Systems Manager Hartz, Tim Hayden, Streets Operations Manager Winkelman (video), Fire Chief Reynen (video), Ald. Arnett (video), M McBroom (video)

1. Call to order: The meeting was called to order at 5:34 p.m. by Mayor Stocks.
2. Ald. Davis moved, seconded by Ald. Berg, to convene into **closed session** per §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (**SR**). The committee approved unanimously through roll call vote.
3. The meeting was reconvened into open session.
4. Ald. Davis moved, seconded by Ald. Smith, to convene into **closed session** per §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (**Water Systems Wage Assignments**). The committee approved unanimously through roll call vote.

After a return to open session, Mayor Stocks relinquished the chair to Ald. Davis for 2026 budget deliberations.

5. **2026 budget** proposal discussion: **Capital Purchases** [Fund 05]
 - A. Parks/Rec Director Butteris shared that the estimate of a replacement parks garage (incl wash bay but no additional storage) is \$600K. Alternatively, upgrades to include electric, HVAC, and structural to meet safety concerns is approximately \$123,500.
 - B. The discussion regarding the **addition of \$500K to Annual Streets** specified that the intention is for this to be used for resurfacing (mill & overlay or pavement overlay) and not reconstruction. All committee members agreed.
6. **2026 budget** proposal discussion: follow-up from prior meetings
 - A. Mr. Stevens relayed that our past practice of **assessing service charges to tax-exempt entities** in the city does not comply with State constitutional law (municipalities cannot impose fees that function as taxes). After a brief discussion, the committee approved the elimination of the Tax-Exempt Service Charges revenue account and added the same amount to the Payment in Lieu of Taxes revenue account with the anticipation that most, if not all, of the tax-exempt entities will be willing to continue to pay voluntarily.
 - B. When approving the addition of an **allocation to Main St Program** from Tourism, it is noted that the committee is directing this \$5000 for program grants to be given to business owners, not for operations or program support.
7. **2026 budget adoption**
 - A. The **Debt levy** that has been proposed includes an **increase from \$5.3 M to \$6.1 M** for 2026 to adhere to the principal and interest debt management schedules of General Obligation debt.
 - B. **General Fund**: The committee reviewed the General Fund tax levy. After discussion, it was agreed to recommend an increase of the **General Fund levy from \$10,460,000 to \$10,560,000**. To maximize the Expenditure Restraint Program calculations, the contingency fund was increased to \$226,864. The projected net decrease to the General Fund fund balance is <\$1,111,628>, which would lower the **unassigned fund balance to 28.9%** of the annual expenditures budget, within the 20%-30% targeted range.
 - C. A motion was made by Ald. Berg, supported by Ald. Lampe, to **pass the modified budgets of all Funds** onto the Council for its approval. Approved by unanimous roll call vote.
5. Adjournment. Ald. Lampe moved to adjourn at 10:17 pm, seconded by Ald. Berg, and carried a vote by unanimous voice.

| DATE | Account | Name | Original | Modified | Impact to Fund 01 Bottom Line | First | Second | Vote |
|------------|------------------------|--|----------------------|---------------------|-------------------------------|-------|--------|------|
| 10/20/2025 | | | | | | | | |
| Pg 03 | 01-44-12-29 | Tax Exempt Service Charges | (17,400) | - | (17,400) | FS | KB | 4:0 |
| Pg 01 | 01-44-11-33 | PILOT | (215,402) | (232,802) | 17,400 | | | |
| Pg 59 | 05-51-71-70 | Municipal Building | 1,000,000 | 500,000 | | DD | FS | Amnd |
| | 05-51-71-70 | Municipal Building | 1,000,000 | 625,000 | | DD | KB | 3:1 |
| Pg 60 | 05-55-41-70 | Parks upgrades to 07-58-11-15 | 390,500 | 290,500 | failed | KB | FS | 2:2 |
| Pg 63 | 07-58-11-15 | Park Imprvmnts fr 05-55-41-70 | 36,500 | 136,500 | | | | |
| Pg 60 | 05-55-41-70 | Park Garage renovations | | 123,500 | failed | JL | no 2nd | |
| Pg 59 | 05-52-41-70 | BSZ Vehicle | 35,000 | - | | DD | JL | 4:0 |
| Pg 60 | 05-55-41-70 | Park Upgrades | 390,500 | 290,500 | | FS | KB | 3:1 |
| Pg 59 | 05-52-31-70 | FD Hydrافusion stabilizer | 30,000 | | failed | DD | FS | 2:2 |
| Pg 60 | 05-55-41-70 | Park Garage- repairs | - | 50,000 | | KB | FS | 4:0 |
| Pg 61 | 05-58-11-69 | Infrastructure:\$500K for resurfacing (M&O or repl pavement, not reconstruction) | | | | FS | KB | 4:0 |
| Pg 59 | 05-51-86-70 | IT Systems | 152,500 | 102,500 | | DD | KB | 4:0 |
| Pg 59 | 05-51-84-70 | Media Data Preservation | 10,000 | - | | DD | FS | 3:1 |
| Pg 61 | 05-58-11-69 | Annual Streets - reduce \$27,574 | | (27,574) | failed | JL | KB | 1:3 |
| Pg 59 | 05-51-71-70 | Municipal Building | 625,000 | 597,426 | | FS | DD | 4:0 |
| Pg 58 | 05-48-20-20 | Capital Borrowing | 5,900,000 | 5,000,000 | | JL | DD | 4:0 |
| Pg 07 | 01-51-31-51 | Main St Program | 30,000 | | no change | | | |
| Pg 86 | 22-55-12-2x | Tourism- Main St Prgrm Grants | - | 5,000 | | FS | KB | 4:0 |
| Pg 09 | 01-51-52-46 | Assessor Contract Services | 136,000 | 83,280 | 52,720 | KB | DD | 4:0 |
| Pg 15 | 01-52-11-10 | PD Wages Captain: 2/1 start | | 11,710 | failed | FS | JL | 2:2 |
| Pg 30 | 01-57-11-6x | Crossroads of Watertown | - | 3,000 | (3,000) | JL | KB | 4:0 |
| Pg 11 | 01-51-81-56 | Contingency Fund | 105,000 | 102,000 | 3,000 | | | |
| Pg 73 | 13-41-11-10 | Transit City Local Share | (75,000) | (60,000) | | FS | DD | 3:1 |
| | 13-42-73-01 | Transit State Mass Transit Aid | (245,393) | (212,300) | | | | |
| | 13-42-73-02 | Transit Fed Mass Transit Aid | (388,215) | (332,925) | | | | |
| | 13-42-73-75 | Transit Cab Revenue | (345,000) | (360,000) | | | | |
| | 13-57-11-46 | Transit Purchased Transprt | 1,121,430 | 965,000 | | | | |
| Pg 30 | 01-59-90-99 | Contrbutn to Transit (Local Share) | 75,000 | 60,000 | 15,000 | FS | JL | 3:1 |
| Pg 05 | 01-49-99-16 | Tax Levy | (10,860,000) | (10,560,000) | (300,000) | JL | DD | 4:0 |
| Pg 11 | 01-51-81-56 | Contingency Fund | 102,000 | 226,864 | (124,864) | | | |
| Pg 89 | 24-58-11-05 | FD 2% Dues- within existing budget | | | | JL | DD | 4:0 |
| | | Subtotal of Changes | | | (319,980) | | | |
| | | Subtotal of Changes | | | (319,980) | | | |
| | | Mayor's Original Budget | | | (791,647) | | | |
| | | Finance Com Budget (Impact to Fund Balance) | | | (1,111,627) | | | |
| | | Expenditure Restraint | | | | | | |
| | | 2026 max Expenditures | | 21,706,589 | | | | |
| | | Mayor's proposed | | 21,693,818 | | | | |
| | | Original amount to meet ERP | | | (12,771) | | | |
| | | Finance Com changes to Fund 01 Expenses | | | 12,771 | | | |
| | | Revised impact in meeting ERP (must be negative number) | | | - | | | |

Respectfully submitted,
Mark Stevens, Finance Director

Note: These minutes have not yet been corrected. Any changes will be noted at the meeting where the minutes are officially approved.

PLAN COMMISSION

MINUTES

October 13, 2025

Section 5, Item C.

The Plan Commission met at 4:30 p.m. on the above date in the Council Chambers.

The following members were present: Mayor Stocks, Alderman Blanke, Beyer, Krueger, Levi, Zirbes

Also in attendance: Jim Ortega, Bill Edington, Kyle Witte, Stephanie Witte, Cyle Jedrzejewski, Laura Jedrzejewski, Patrick Nahm (virtual), and Ingrid Nahm (virtual)

1. Call to order (4:31pm)

2. Approval of Minutes

A. Plan Commission minutes September 22, 2025 and September 29, 2025

Motion to approve both Plan Commission minutes as noted above was made by Krueger and seconded by Levi, passed on unanimous voice vote.

3. Business

A. Public Hearing: 311 E. Main Street - Warming Shelter - Withdrawn by applicant

B. Public Hearing: 1730 S. Church Street– request for a Conditional Use Permit (CUP) for Commercial Indoor Lodging under Section § 550-33B(2)(j) and Indoor Commercial Entertainment under Section § 550- 33B(2)(g)
No Public Comment.

C. Review and take action: 1730 S. Church Street– request for a Conditional Use Permit (CUP) for Commercial Indoor Lodging under Section § 550-33B(2)(j) and Indoor Commercial Entertainment under Section § 550- 33B(2)(g)

Brian Zirbes presented the request for a CUPs for 1730 S. Church Street. The Indoor Lodging CUP is to bring the hotel into compliance with city ordinance. The hotel existed prior to the requirement for a CUP. The Commercial Entertainment CUP is to allow for the hotel to use the lobby as an area to sell and consume alcohol. Levi asked for clarification on the area designated in the hotel for sale and consumption of alcohol. Blanke asked for clarification that the hotel would still be subject to all licensing and health department regulations for an establishment selling alcohol.

Motion to approve with the CUP with no conditions was made by Krueger, seconded by Blanke and passed on a unanimous voice vote.

D. Public Hearing: 320 Summit Avenue – request for Conditional Use Permit (CUP) for a proposed Vehicle Repair & Maintenance, Section §550-33B(2)(n)

No Public Comment.

E. Review and take action: 320 Summit Avenue – request for Conditional Use Permit (CUP) for a proposed Vehicle Repair & Maintenance, Section §550-33B(2)(n)

Brian Zirbes presented the request for a CUP for 320 Summit Avenue for a proposed vehicle repair and maintenance shop. Blanke pointed out that this location has been used as an auto repair shop in the past and it was only the last five years that it had been used for a different type of business, he also asked for clarification on what an abandoned vehicle is according to city ordinance. Staff recommended approval with the following conditions:

1. Storage of abandoned vehicles is prohibited.

2. Applicant shall maintain the vegetated area on the south end of the parcel.
Motion to approve with the conditions as noted was made by Blanke, seconded by Krueger and passed on a unanimous voice vote.

F. Review and take action: 120 Kuckkan Lane site plan review for a solar array

Brian Zirbes presented the request for 120 Kuckkan Lane to construct a solar array. Levi asked for clarification on the location of the solar array on the property.

Motion to approve with no conditions was made by Krueger, seconded by Levi and passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/5330/COW/6081142/October_13_2025_Plan_Commission_Meeting_Packet.pdf

4. Adjournment

Motion to adjourn was made by Blanke and seconded by Krueger and passed on a unanimous voice vote. (4:46pm)

Respectfully Submitted,

Alderman Brad Blanke



Wednesday, October 15, 2025, 6:00 pm

In-PERSON/VIRTUAL MEETING

Room 2044, City Hall

By Phone or Zoom Meeting:

<https://us06web.zoom.us/join>

For the Public, Members of the media and the public may attend by calling: (US) +1 (646)931-3860

Meeting ID: 617-065-5357

Pass Code: 959083

All public participants' phones will be muted during the meeting except during the public comment period where applicable.

RDA STRATEGIC PRIORITIES

1) ~~100 W. Main St. block demolition, Town Square design etc., and publicizing town square project for possible funding from sources other than the City.~~

2) Facilitating quality development in downtown, and

3) Creating an approach and working to attract development projects downtown.

1. Pledge of Allegiance
2. Roll Call
 - A. Present: Deb Sybell, Steve Board, Ryan Wagner & Dave Zimmermann.
 - B. Virtual: Jacob Maas. Ald. Arnett joined at 6:20pm.
 - C. Absent: Todd Huhn, Ald. Berg
 - D. Other attendees: Stefanie Broere, Dan Rahfeldt
3. Determination of Quorum and Call to Order at 6:05 pm
4. Approval of meeting minutes
 - A. Regular board minutes 9.17.25.

Board motioned to approve

Maas seconded the motion. Motion carried unanimously.
5. Introduction of new Manager of Economic Development and Strategic Initiatives/Director of the RDA
 - A. Deb Sybell introduced herself and talked about her role. The rest of the board introduced themselves.
6. Public Comment
 - A. None
7. Old Business:
 - A. **Review and discuss: Update RDA website**
 - a. Deb Sybell will review the website and share any suggestions with Lisa F
 - B. **Review and discuss: Director position and task list**
 - a. Steve Board reviewed Mason's memo to the RDA board dated August 20, 2025; and he requested that the more exhaustive list of "to do" tasks shared with Mayor Stocks be shared with the board.
 - b. Get Deb on the RDA checking account.
 - C. **Development Discussion**
 - a. No new news on these projects. General discussion on 111 Water St. and the Riverwalk
8. New Business:
 - A. **Review and take possible action: 2026 RDA budget**
Zimmermann motioned to approve

Board seconded the motion. Motion carried unanimously.

9. Status Reports:

A. **Housing Rehab Grants:**

- a. Nothing new to report

B. **Beltz Foundation Grants:**

- a. Ryan Wagner is meeting with Dr. Beltz next Wednesday

C. **Social media/messaging update:**

- a. The board reviewed the submitted report from Lisa Famularo. Steve Board requested the community poll results comments that were missing at the end of the report.

D. **Council update:**

- a. Ald. Arnett reviewed the budget timeline

E. **Director update:**

- a. Items for next agenda:
 - i. Update on Ryan's meeting with Beltz on grants
- b. Next meeting is November 19, 2025, at 6 pm

10. Adjournment at 6:35 pm

Dave Zimmermann motioned to adjourn.

Ald. Arnett seconded the motion. Motion carried unanimously. Meeting adjourned.

The following Tourism Commission members were present via Zoom Meeting or in person at Watertown City Hall: Courtney Krause, Cheryl Mitchell, Melissa Lampe, Ken Berg, and Steven Board
 Also present; Chamber of Commerce Executive Director Linden Peacy, Tourism Director Robin Kaufmann, Main Street Program Executive Director Stefanie Broere

1. The meeting was called to order by Courtney Krause at 8:03 a.m.
2. Review & Approve September Minutes. Motion to approve the minutes was made by Steven Board and seconded by Courtney Krause. The Commission voted to approve the minutes.
3. Old Business:
 - a. Approve Financial Report: Motion to approve the financials was made by Melissa Lampe and seconded by Steven Board. The Commission voted to approve the financials.
 - b. Marketing Plan – review and act on marketing plan.
 1. Visitor Guides – Information under New Business
 2. Ad opportunities – The Tourism Manager was contacted by Channel 3000 which has a segment called “Buzzed into Madison”. The cost is \$3600. This is a large amount to absorb, but the Commission could provide a grant to mitigate the costs if another Watertown entity wishes to contract with Channel 3000.
 3. Update on billboard commitment: Ad slots are committed through mid-January. Robin will start working to fill the ad space through June.
 - c. Review and act on mural restoration projects.
 No recent updates on murals. The plaza repairs are close to being complete.
 - c. Discuss Hotel stay updates: Summer weekends have been at high occupancy and above 2024 numbers. October weekends have been strong and above 2024 occupancy. The trend continues of Sunday -Thursday weekday occupancy being down from 2024.
 - d. Discuss updates on Vietnam Veterans Memorial Wall: The purchase of the wall is fully funded, purchased, and being stored in Watertown. Fundraising for the installation is ongoing. Steven Board made a motion to Approve \$5000 in funds to support the installation of the Memorial Wall. Melissa Lampe seconded the motion and the Commission voted to approve.
4. New Business
 - a. Review and act on 2026 Tourism Budget:
 The budget will be based on proposed tax revenue of \$122,500. The Tourism Manager requests input on any line item from Commission members. The budget will be added to the agenda for the November meeting.
 - b. Review and act on 2026 Tourism Guide Proposal. Melissa Lampe made a motion to hire Jennifer Creative to produce 5000 copies of a 20-page guide not to exceed \$6000. Steven Board seconded the motion and the Committee voted to approve the motion.
 - c. Review and act on “Locals” game prizes.
 Toppa Publishing partnered with Watertown Main Street Program, Watertown Tourism, and the Watertown Area Chamber of Commerce to create a ‘Pokémon Go’ type game. Phase 1 of the game featured Main Street businesses. The game is now open to Watertown businesses that welcome the public. There are no prizes for the game at this time, but participating businesses may offer a coupon or promotion item to encourage a return visit by participants.

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

e. Commission Members' report.

Incoming and past events

Bowling tournament is taking place on 10/24 weekend. The Christmas Carol play will be at Maranatha in December. Fundraising dinner at Maranatha in November. Main Street program will host Witches Brew Bingo. Main Street trick or treat is 12-3pm on 10/25. City wide trick or treat is on 10/25 from 4pm to 7pm. Shadow Sanctum is hosting a haunted house at Watertown Elks lodge in October. Bentzin Family Square is hosting Boo Bash on 10/25. Watertown Main Street is hosting a Women's only Weekend in November.

Adjournment – Motion to adjourn the meeting at 9:00 am was made by Steven Board and seconded by Courtney Krause. Meeting adjourned.

Agenda items:

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

The next meeting will be at 8 am on November 13th, 2025, via Zoom or you may attend in person at Watertown City Hall

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

Submitted by,
Cheryl Mitchell, Secretary

Manager's Report – September 2025

Social Media Report

Facebook: 165 new followers (Post reach 99,495 - Post views 337,584)

Visitwatertownwi.com: 2161 Users – 4768 views

Instagram: 1195 followers

- Regularly created content and posted to social media
- Updated events and business listings on visitwatertownwi.com
- Worked on billboard commitments (including graphic work)
- Attended Watertown Main Street board meeting
- Met with Dodge County Tourism Coordinator to receive State nomination recognition
- Created a proposal to recruit an art museum extension to the community
- Represented Tourism at Wake-up Watertown
- Created and distributed press release for Watertown Concert Series & Shadows Sanctum
- Attended Chamber Marketing meeting
- Attended State of the County Lunch and Learn
- Met with WISC to discuss advertising opportunities
- Completed AI class through LinkedIn
- Met with Shadows Sanctum Haunted House to provide marketing assistance
- Continued work on "Locals" exploration game
- Visited businesses/events to take photos for future promos:
 - Downtown Watertown Wine Walk
 - Main Street Program 25th Anniversary Celebration
 - Fly-In Food Fest Wings & Wheels
 - Bentzin Family Town Square concert
- Art on Main Banner Auction

PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Monday, October 20, 2025

1. **Call to Order**

The Watertown Parks, Recreation & Forestry Commission met in person and virtually on October 20, 2025. The meeting was called to order by Kerry Kneser at 4:30 p.m.

Members present: Kerry Kneser, Julie Chapman, Kyle Krueger, Emily Lessner (online), Jennifer Clayton, Brad Clark, Jarrod Folkman, Stephanie Juhl, Kristine Butteris, Andrea Draeger, Jeff Doyle, Robert Stocks.

Not present: Jonathan Lampe.

Julie Chapman motioned to move item K (Budget Clarification) to the beginning of the agenda, and Kyle Krueger seconded,. Motion carried.

K. Review and Discuss: Budget Clarification

Kerry raised a question regarding the purpose and role of the Parks, Recreation & Forestry (PRF) Commission. Discussion followed regarding the current condition of the park shop and the proposed 2029 replacement facility. Kerry expressed concern that the current building poses safety and morale issues, citing poor ventilation, water leakage, inadequate lighting, insulation, and limited space.

Kristine explained that deferred maintenance and equipment needs often appear in the budget, but are delayed or removed for future years. Mayor Robert Stocks stated that the Finance Committee voted to remove the proposed \$400,000 park shop building from the 2026 budget to prioritize payroll, wage adjustments, and insurance. Kristine noted that a comparable new building with a wash bay would cost approximately \$600,000, while temporary repairs through 2029 would cost around \$123,500.

Kerry expressed that the former “Bentzin Family Town Square” (BFTS) programming commission had dissolved and discussed concerns raised by alderpersons that the Events Programming Coordinator was not meeting intended funding expectations. Stephanie Juhl shared that since May 2023, the department has generated \$121,600 in grants and sponsorships and exceeded revenue goals for the past two years.

The proposed part-time recreation coordinator position, which may support aquatics operations in the winter, was not denied. The aquatics manager position has been reduced to part-time/seasonal. Kristine stated that the Events Programmer position was moved from Fund 1 to a future fund, and the department will not be able to rehire a full-time aquatics manager or park crew member following recent and upcoming vacancies. Jarrod Folkman announced he will be leaving the department on October 31, 2025 for a new position, also leaving a vacancy for the Recreation Programmer position.

2. **Review and Approval of Minutes**

Kyle Krueger motioned to approve the September 15, 2025, Parks, Recreation & Forestry Commission minutes. Brad Clark seconded. Motion carried.

3. **Review and Approval of Financial Reports**

Discussion noted higher overtime costs in aquatics due to covering shifts without a full-time manager. Brad Clark motioned to approve the August 2025 financial reports. Julie Chapman seconded. Motion carried.

4. **Citizens to Be Heard**

There were none.

5. **Business**

A. Review and Take Action: Meridian Barrier Rental Fees

Kristine explained that new 700-pound metal barriers with gates were purchased to prevent traffic from entering special event areas. The proposed rental fee is \$275 per set, requiring about two staff and two hours to transport and set up. Discussion included whether usage should require Public Safety approval. The Commission agreed that staff trained in barrier deployment should handle set up. Kyle Krueger motioned to approve the meridian barrier rental fees. Jennifer Clayton seconded. Motion carried.

B. Review and Take Action: 2026 Fees and Charges

Kristine presented proposed 2026 fee changes, including planned increases to athletic field rentals for 2027. Brad Clark motioned to approve the proposed fees and charges. Kyle Krueger seconded. Motion carried.

C. Review and Take Action: 2026 Facility Reservation Policies

Kristine reviewed changes and additions to existing policies.

Kyle Krueger motioned to approve the proposed facility reservation policies. Jennifer Clayton seconded. Motion carried.

D. Review and Take Action: 2026 Room and Park Rental Applications

Kristine and Andrea worked with Dale to update room and amenity details.

Kyle Krueger motioned to approve the updated room and park rental applications. Jennifer Clayton seconded. Motion carried.

E. Review and Take Action: 2026 Pool Admission Fees

Kristine presented background on pool fee changes and pass options. The memo incorrectly listed the daily admission fee as \$5 (current fee is \$4). Kyle expressed concern about increasing pass rates given pool closures and recommended reviewing 2025 sales data before making changes. The Commission agreed to table the discussion until November for further evaluation.

Brad Clark motioned to table the item. Kyle Krueger seconded. Motion carried.

F. Review and Take Action: 2026 Seasonal Wages

Kristine proposed increasing starting seasonal wages to \$12/hour and adjusting others to remain competitive. Kyle noted the department has historically offered low seasonal wages.

Kyle Krueger motioned to approve the 2026 seasonal wages. Julie Chapman seconded. Motion carried.

G. Review and Take Action: 2026 General Registration Form

Kristine presented a redesigned registration form featuring a QR code linking to RecDesk instead of offering registration forms for each program and activity.

Brad Clark motioned to approve the new registration form. Jennifer Clayton seconded. Motion carried.

H. Review and Discuss: Tiles at Chamberland Park

Kristine reported that decorative tiles are deteriorating and asked for feedback on next steps. Kyle suggested creating new artwork or a mosaic. Brad recommended photographing the current tiles for historical preservation. The item will return next month for formal action.

I. Review and Discuss: Removal of Park Sandboxes

Kristine reported that seven sandboxes across the parks are being considered for removal due to animal activity and maintenance. The commission supported removal.

J. Review and Discuss: Safety Issue – Park View and Hall Street

Kristine shared that twelve trees on private property encroaching into the right-of-way will be removed to improve safety and sightlines.

6. Director's Report

A. Project Updates

Park restrooms are being winterized. The access fence at Brandt-Quirk Park has been completed.

B. Programming Updates

Recreation Programming: Boo Bash will be held in partnership with downtown Pumpkin Palooza, featuring over 40 vendors. The Tree Lighting Ceremony is scheduled for November 15. The Holiday Train will visit on December 10, with food vendors and donation opportunities. Kerry commended Stephanie for her continued work in planning community events.

Senior and Community Center Programming: Recent and upcoming programs include the Monster Mash Bash, Veterans Day event, and fall break enrichment. The Patio Party raised over \$900. Generations of Joy will raise funds and provide decorations for the Center, with a Holiday Open House on December 3. Additional upcoming Senior Center activities include Norwegian Dancers, Maranatha Handchimes, and a January Badger Talk. Fundraisers such as the Brat Fry, Cookie Box, and January Soup Sale will continue. Funds have been raised for toilet replacements, which will be installed soon.

7. Adjournment

Brad Clark motioned to adjourn the meeting at 6:09 p.m. Kyle Krueger seconded. Motion carried.

Next meeting date: November 17, 2025.

**Watertown Senior Center
Advisory Board Minutes
October 21, 2025**

1. Call to Order

The Senior Center Advisory Board met in person on October 21, 2025. The meeting was called to order by Andrea Draeger at 9:08 a.m.

Present: Jennifer Johnson, Dawn Justman, Betty Jimenez, Lynn Fredrick, John Wanke, Peggy Brow, Andrea Draeger.

Not present: Mara O'Brien.

2. Review and Approve Minutes

Dawn Justman motioned to approve the August 19, 2025 minutes as written. Betty Jimenez seconded. Motion carried.

3. Review and Approve the Monthly Financial Report

Discussion took place regarding the bake sale proceeds from the Patio Party. Andrea will follow up on where those funds were allocated. Betty Jimenez motioned to approve the August financial report as presented. John Wanke seconded. Motion carried.

4. Citizens to Be Heard

There were none.

5. Business

A. Review and take action: funds for raised toilets

Quotes for new toilets were discussed. Peggy Brown approved the lowest quote option. Dawn Justman seconded. Motion carried.

B. Review and discuss: End of 2025 and 2026 event and fundraiser calendar

The group reviewed the end of 2025 and 2026 event and fundraiser calendar. Discussion included discontinuing the movie license or offering concession sales during adult/family movie nights. Quarterly birthday parties will move to Wednesdays next year, and the Patio Party may be added to the annual event list.

C. Review and take action: senior center concession sales

Discussion occurred regarding concessions being sold from the office rather than the vending machine. A donated or purchased refrigerator will be used for beverages. Dawn Justman motioned to approve selling concessions out of the office. John Wanke seconded. Motion carried.

6. Chairperson's Committee Reports

A. Update Fundraising Committee on Current Efforts

The Patio Party and Dedication held on September 24 and the Brat Fry held on September 13 were both successful. Upcoming fundraisers include 50/50 raffles (to be finalized in December for the Holiday Party and January Bingo proceeds), cookie boxes (baking on December 13 and assembly potentially on December 13 or 16 after

the meeting), and a soup sale on January 22 to include drinks and desserts. The soup sale may move to the Snack Shop or Conley kitchen or replace senior dining for the day. Scrip gift cards are available for purchase at the Reception Desk, with plans to increase online advertising during the holidays. Greeting cards are available for purchase; all other cards, such as sympathy cards, must be approved by the office. The Generations of Joy sponsorship program is ongoing, with an open house on December 3. A joint department effort will be made to create a 2026 sponsorship letter and press release.

B. Update Membership Committee on Current Memberships and Renewals

A new sign-in system using recreation software and barcode fobs/tags is being explored. Membership coupons for new members are available through the Watertown Chamber of Commerce. Membership renewal letters will go out in October. The board also discussed prorating memberships in 2026 so that those joining in October or later will roll over into the following year. A review will be conducted to evaluate the value of memberships, considering both direct and indirect costs, to guide future membership fee discussions.

C. Update Community Services Committee on Projects and Efforts

The Second Harvest Foodbank donation barrel will be placed out for the month of November. The Halloween Candy Exchange, “Sweets for Swims,” will allow one free pool admission for every pound of candy donated. A press release will be issued. A donated quilt will be raffled off at the AM VETS Veterans Day event on November 10. Betty Jimenez will prepare flower boutonnieres for veterans, and we will post the raffle will begin at 8:00 a.m. Additional drives such as food, school supplies, and assisted living supplies were discussed. These will be added to the newsletter and promoted through Facebook and Instagram.

D. Update Program Committee on Program Attendance and New Programs

The cookie class will be scheduled for November 28. The stamping group will continue, with interest in possibly expanding into a handmade card-making group. The cribbage league and family tournament are going well. Senior play day has been moved to Fridays. Yahtzee attendance has been low, so the program will now run on Mondays. Gold Star Self Defense classes will return in December at the Police Department. Peggy Brown will ask about a quiet bingo machine at Thursday Bingo. Upcoming events include:

- November Birthday Party – November 18
- Veterans Day – November 10 (hors d’oeuvres)
- Generations of Joy decorating – November
- Holiday Open House – December 3
- Holiday Party – December 17 (lasagna)
- Handchimes and Norwegian Dancers – December
- Family Holiday Craft and Wrap event – December 12 (volunteers needed for snacks, crafts, and wrapping)
- Family Bingos – October 24, November 26, and December 29

7. Director's Report

Building updates the installation of pool table lights. Handicap bathroom doors were discussed for review.

Active shooter training for volunteers will be scheduled at a later date.

The newsletter will be sent to the board for review before publishing if available.

A new volunteer application form has been developed.

A smaller "Free Table" will be obtained for the center.

Betty, Dawn, and student volunteers will assist with the Veterans Day event.

The Holiday Party will feature a bake sale coordinated by Betty and Josie, with student volunteers also assisting. Santa may be available at the event.

8. Adjournment

Peggy Brown motioned to adjourn. John Wanke seconded. Motion carried. The meeting was adjourned at 11:23 a.m.

PLAN COMMISSION

MINUTES

October 27, 2025

Section 5, Item H.

The Plan Commission met at 4:31p.m. on the above date in the Council Chambers.

The following members were present: Mayor Stocks, Alderman Blanke, Beyer, Kneser, Krueger, Lampe, Levi, Zirbes

Also in attendance: James Romlein and Troy Roedl

1. Call to order (4:31pm)

2. Approval of Minutes

A. Plan Commission minutes October 13, 2025

Motion to approve Plan Commission minutes was made by Kneser and seconded by Levi, passed on unanimous voice vote.

3. Business

- A. Public Hearing:** 516 N. Washington Street– request for a Conditional Use Permit (CUP) for exceeding the maximum height of 15 feet for an accessory structure under Section §550- 83C, for a combination of accessory structures exceeding a total of 1,000 square feet under Section §550-56C(1)(b)[1], and exceeding the maximum accessory building coverage of the zoning district under Section §550-25F(1)(a)[5]

James Romlein was present to speak in favor of the proposed structure.

- B. Review and take action:** 516 N. Washington Street– request for a Conditional Use Permit (CUP) for exceeding the maximum height of 15 feet for an accessory structure under Section §550- 83C, for a combination of accessory structures exceeding a total of 1,000 square feet under Section §550-56C(1)(b)[1], and exceeding the maximum accessory building coverage of the zoning district under Section §550-25F(1)(a)[5]

Brian Zirbes presented the request for a CUP for 516 N. Washington Street. The owner noted that there was a carriage house occupying the footprint of the planned structure that had to be razed due to being in very poor condition. Lampe noted that there is precedent for a structure of this type and there are other carriage houses in the area that are similar in size. She also asked about the exterior material and the owner noted it would be as close to the house as possible.

Motion to approve with the CUP with the condition that the maximum height does not exceed 28 ft. was made by Lampe, seconded by Krueger and passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/5330/COW/6106125/October_27_2025_Plan_Commission_Meeting_Packet.pdf

4. Adjournment

Motion to adjourn was made by Krueger and seconded by Kneser and passed on a unanimous voice vote. (4:42pm)

Respectfully Submitted,

Alderman Brad Blanke

PUBLIC WORKS COMMISSION

Tuesday, October 28, 2025

5:30 p.m.

The Public Works Commission met on the above date and time. The following members were present: Alderpersons Brad Blanke, Dan Bartz, and Tony Arnett; Citizen member Pete Thompson. Alderperson Myron Moldenhauer was absent. Also present: City Staff Andrew Beyer, Pete Hartz, Maureen McBroom, Fire Chief Tanya Reynen.

1. **Call to order.** Chairperson Arnett called the meeting to order at 5:30 p.m.
2. **Comments and Suggestions from Citizens Present.** None.
3. **Review and take possible action. Minutes of PWC meeting of September 23.** Mr. Thompson moved to approve the minutes as presented, seconded by Mr. Blanke. Motion carried by unanimous voice vote.
4. **Review and take possible action: 2025 Stormwater Utility Rate Study Update.** Steve Wurster of Ruekert Mielke presented revised rate scenarios for the Stormwater Utility. Each scenario attempted to spread out the increase in year 1 over the subsequent years. Mr. Wurster described how rates had not been adjusted since 2020 and showed how rates had simply been adjusted for inflation the last 6 years, the proposed rate increase would not have been necessary. Mr. Wurster focused on the revised "Alternate 2" rate plan, which instead of the previously discussed year 1 increase of 16% now showed a lesser increase of 9% (a decrease of \$1/month for homeowners.) This revised rate plan called for dropping the cash balance below the industry-recommended 100% to only 81%. However, it was agreed this was an acceptable risk at this time. Mr. Blanke moved to recommend the revised "Alternate 2" rate plan, to revisit the rates in 5 years, and to build in annual inflationary increases in the future. Mr. Bartz seconded the motion. Motion carried by unanimous voice vote.
5. **Update, no action required: Clark Street STP-Urban Grant Submittal.** Ms. McBroom shared that the grant application for the Clark Street project had been approved by the Finance Committee and City Council and had been submitted to the State. The City portion of the project is \$797,000, while the State portion is \$1.7 million. We are anticipating hearing back on the grant in February 2026. If the grant is not awarded, we can re-apply, pending feedback from the State on the overall competitiveness of this particular project.
6. **Update, no action required: Fannie P. Lewis Park Shoreline Stabilization Project.** This project is receiving DNR grant funding and is currently in the design, with the expectation of being bid out and completed next year.
7. **Review and discuss: agreement with the City of Waukesha Fire Department and the City of Watertown Fire Department for specialized emergency response services.** Due to the storage and use of chlorine in the 3 treatment facilities in the City, the City needs to have emergency services ready to respond in case of an issue. While the Watertown Fire Department can respond to some issues, the Waukesha Fire Department has the full-time HAZMAT team required to handle other issues. This agreement formalizes a prior understanding with both departments. Once the City Attorney completes their review, it will come back to the Commission for review and approval. Mr. Blanke asked if there are alternatives to the use of chlorine. Mr. Hartz mentioned sodium hypochlorite as an alternative, but it would require regulatory review and equipment changes. This will be further evaluated when the relevant equipment comes up in the annual capital planning process.

8. **Review and take possible action: Wastewater Department; approve biosolids land application agreement.** The City's previous service provider ceased operations and their assets were acquired by Synagro. Mr. Hartz attempted to get bids from other companies, but no one would submit bids (it is a dwindling field of providers.) Synagro's bid is in line with prior contract costs. Mr. Thompson moved to recommend the agreement to Council. Mr. Bartz seconded. Motion carried by unanimous voice vote.
9. **Review and take possible action: Purchase new primary sludge pumps.** The City has 4 primary sludge pumps. All are of a similar age, well beyond their anticipated lifespan. Only 2 are currently operational. One has ceased operating and can't be fixed. One has a bad compressor and is so old no replacement parts are available. The consulting engineer estimated a cost of \$188,000 for the 4 pumps, instrumentation, and controls. The recommended pumps came in at a cost of \$105,206. They are from the same manufacturer as other pumps used in other parts of the plant and share some maintenance procedures and replacement parts. They also eliminate the need for a separate air handling system. This expense was anticipated for this year. Mr. Bartz moved to recommend the purchase to Council. Mr. Thompson seconded. Motion carried by unanimous voice vote.
10. **Adjournment.** Mr. Thompson moved to adjourn at 6:21 p.m., seconded by Mr. Blanke. Motion carried by unanimous voice vote.

Respectfully submitted,

Tony Arnett, Chairperson

Robert Stocks

TO: MEMBERS OF THE COMMON COUNCIL

I would appreciate your consideration of the following appointments:

Watertown Family Connections

Carol Quest – serving her twenty-third one-year term expiring August 1, 2026

Laci Cummings – serving her fourth one-year term expiring August 1, 2026

Thank you for your consideration.

Robert Stocks, Mayor

WATERTOWN PAYROLL SUMMARY

For the Period of: 10/1/2025 10/14/2025

| Department | Employees FT PT | | Regular Hours | Regular this Pay Period | Y-T-D Regular Actual | Annual Regular Budget | Overtime Hours | Overtime this Pay Period | Y-T-D Overtime Actual | Annual Overtime Budget |
|-----------------------|--------------------|------------------|------------------|-------------------------------|----------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------|------------------------------|
| Administration | 2 | 2 | 214 | 7,541 | 193,139 | 280,186 | - | - | - | - |
| Alderpersons (2nd PR) | - | 9 | 9 | 4,848 | 48,163 | 58,182 | - | - | - | - |
| Attorney | 2 | 1 | 220 | 7,929 | 151,122 | 206,154 | - | - | - | - |
| Bldg. Inspection | 3 | 3 | 288 | 10,156 | 217,432 | 273,519 | - | - | - | - |
| Crossing Guards | - | 8 | 119 | 1,339 | 18,737 | 36,855 | - | - | - | - |
| Engineering | 5 | 4 | 475 | 12,370 | 17,390 | 25,865 | - | - | - | - |
| Finance | 6 | - | 480 | 15,542 | 326,856 | 423,962 | - | - | 1,493 | 1,500 |
| Fire | 30 | 1 | 3233 | 91,432 | 1,898,465 | 2,360,550 | 146 | 7,380 | 262,907 | 170,000 |
| Forestry | 2 | - | 160 | 6,068 | 117,644 | 118,759 | 6 | - | - | - |
| Health | 9 | 3 | 830 | 28,445 | 565,786 | 771,408 | - | - | - | 3,000 |
| Library | 8 | 13 | 1059 | 25,188 | 511,879 | 703,546 | - | - | 31 | - |
| Mayor | 1 | - | 80 | 3,563 | 73,396 | 92,635 | - | - | - | - |
| Media | 2 | 2 | 185 | 4,983 | 102,724 | 243,156 | - | - | - | - |
| Municipal Building | 1 | - | 80 | 1,934 | 39,705 | 50,274 | - | - | 517 | 1,546 |
| Municipal Court | 1 | 1 | 100 | 3,359 | 68,248 | 89,701 | - | - | - | - |
| Park | 9 | - | 720 | 18,701 | 401,935 | 524,377 | 6 | 636 | 6,469 | 11,500 |
| Park/Rec Admin | 6 | 1 | 508 | 15,684 | 357,497 | 484,590 | - | - | 66 | 520 |
| Police | 52 | 1 | 4137 | 153,754 | 3,099,984 | 4,144,940 | 299 | 17,158 | 262,053 | 183,000 |
| Police Reserve | - | 5 | 25 | 339 | 14,757 | 10,000 | - | - | - | - |
| Recreation and Pools | - | 33 | 279 | 3,954 | 189,273 | 181,562 | - | - | 5,416 | 3,038 |
| Solid Waste | 8 | - | 640 | 16,035 | 278,955 | 418,283 | 1 | 18 | 1,557 | 3,000 |
| Street / Storm Water | 24 | 1 | 1856 | 57,171 | 1,232,985 | 1,670,526 | 3 | 139 | 11,150 | 35,500 |
| Wastewater | 11 | - | 880 | 27,816 | 546,127 | 748,287 | 17 | 891 | 15,995 | 19,000 |
| Water Dept. | 11 | - | 880 | 30,134 | 580,297 | 772,635 | 9 | 363 | 8,527 | 47,000 |
| TOTALS | 193 FT | 88 PT | 17455 | \$548,285 | \$11,052,494 | \$14,689,951 | 486 | \$26,584 | \$576,180 | \$478,604 |

MEMO

To: Watertown Common Council Members

From: Robert Stocks

I have placed the 2026 budget as an agenda item for the upcoming Council Meeting. If Council makes any significant changes (tax levy, appropriations, or purpose) to the budget this Tuesday (only a majority vote is required for changes), the budget will need to be republished by the City. That publication needs to take 15 days before our public hearing, which also requires a 15 day notice. If this occurs, a new public meeting will have to be created, we should be able to republish the budget and also the public notice at the same time. It takes three workdays to get items published in the Daily Times. It would be best for the city if only minor changes at this point. We would be looking at a new public hearing and special meeting the week of Thanksgiving, followed by adoption of the budget at the December 2nd meeting.

After the public hearing, any changes to the budget require a 2/3 vote.

Robert Stocks
Mayor, City of Watertown
Phone: (920) 262-4000
Direct: (920) 262-4220

I want to start my remarks by making sure everyone knows what the library expansion cost and how we paid for it. Ald. Smith had a big hand in the rules: proposing a referendum that set a public cap of \$4.38M on the project, and our citizens passed that in 2016 by a 2 to 1 margin. Knowing that the Council at the time and the Library Board were at an impasse on the overall size of the project, I sat down with Mayor David in 2017 and proposed a compromise that was bigger than the Council's position but smaller than the Library's position. After that, Ald. Smith and I worked out a deal where the Library Board was free to raise all the money it wanted as long as we kept the public cap of \$4.38M intact. And we solidified that deal in a City resolution that came to the floor in 2018 and passed with a number of amendments.

So two of the papers you have in front of you are related to the expansion itself. One is the resolution the City passed. And the other is actual capital budget we used to build the expansion, and that's where I'd like to direct your attention for a bit.

Take a look at the Revenue side of the sheet. You're going to see a total available funds numbers – that's cash received or in the bank as of November 2021. And notice that City's contribution – the "Fund 5" contribution listed halfway down - is indeed quote unquote only \$4.38M. It's the minority of the funds raised. The majority of the funds raised were private donations from individuals, non-profits, foundations and kids and working families who cracked open their piggy banks to buy a brick or a sticker on the wall.

And now look at the right side of the sheet where the expenses are. Notice that it took about \$10M to build the library. You'll find that figure in the "Total Expense" section. I'm reiterating the \$10M figure because I was alarmed at last week's finance meeting to hear some of my colleagues play Bill Clinton and try to carve out "just the construction costs" or other nonsensical parsings of the actual \$10M cost it took to acquire the land, design the expansion, build the expansion, and equip the new library.

So let's put that down for a second, and move onto the piece of paper that has the City's Exhibit #8635. While we don't have official minutes from the meeting we held last week in the barn, I think it's safe to tell you that Finance Committee voted 3-1 to "ask" the library to batch up the money it has left over from brick sales and estate gifts, and send it over to the City.

I'm here to tell you that the \$200K request the we made of the Library Board last week would put the City in direct violation of Resolution 8635 which was passed by the City Council on June 5, 2018. Again, you have a copy of that resolution in front of you for inspection.

At the top of page 2, the first bullet of the resolution states that the City contribution shall be \$4,380,000 – exactly. Now there is a clause below it that would have reduced the City's contribution if donations were less than \$2,920,000, but that clause was not triggered because

donations actually totaled nearly six million dollars instead. And there is no clause in that resolution that allows the City to retroactively raid the donation fund.

Now none of us on the Finance Council are spring chickens, and we should have all know what the City Attorney authoritatively relayed to us upon inquiry: according to state law, the library remains in control of the funds it was endowed through donations.

Thus, our \$200K “request” becomes more of a threat: either do this, or we, the Council will make more cuts.

So let’s take a look at the cuts we’re already proposing to the library in 2026. I’ve provided a chart and graph of the library allocation for the past ten years.

The year column is what it says it is and the “Amount” is the amount budgeted by each Council for that year, including what we’ve forwarded from Finance. The “Library Fund 1 Allocations” graph directly below that shows that funding has generally remained flat from year to year but that we’re proposing the first actual cut to library funding in 2026. As relayed to your Finance Committee in memo and testimony, that \$40K cut will be absorbed through the elimination of two people’s jobs.

Now the next set of numbers I want to take a look at are the ones in the “Fund 1 Total”, which represents the size of each year’s Fund 1 budget, and the “Library/Fund1” column, which indicates what percentage of the Fund 1 budget goes to the library. As you can see, this figure drops from an initial high of 4.51% down to this year’s 3.73%. In between, you can also see the percentage generally drop down from year to year, which indicates that the library budget has not kept pace with the growth of the overall city budget.

And finally, I wanted you to see what the City’s contribution to the library looked like if we factor in inflation, as measured by the federal CPI. As measured in 2017 dollars, we are basically asking the library to do more in a larger building with \$120,000 less per year, which represents about a 20% haircut over the past decade.

So, if your goal is to trim back the library’s percentage of city revenues or its actual impact to the bottom line, congratulations: the \$40K cut we’re proposing continues to do the job nicely.

But before you leave this sheet, I want you flip back to the “Library/Fund1” column for a minute. That number hovers around 4% per year, which means that we’re spending 96% of Fund 1 on other things. Right?

Well that other 96% this is why no one believes us when we say that as a Council we are serious about reining in spending. There’s 96% of the Fund 1 budget that we’re NOT targeting with 5% cuts, like we’re targeting the library. And unless we get serious about tackling the big ticket

items in the Fund 1 budget, to paraphrase Margaret Thatcher, the Watertown City Council is going to be in trouble when we eventually run out of other people's money to spend.

To sum up. We have a \$200K Fund 20 to Fund 5 "ask" that would make us false witnesses to the previous agreement with the library. And make it seem like Council can't be trusted to balance the City's checkbook on our own.

And we have what appears to be a purely punitive and arbitrary request to further reduce our already waning support for the library by another \$25K, which would probably be a third person's job. That \$25K suggestion really doesn't move the needle on tax relief, and it, on the topic of spending restraint, provides the impression of posing for holy pictures while not actually having the courage to address the vast bulk of City spending.

So, I encourage you to leave the budget Finance passed and recommended to Council on Oct 27 intact, and quit picking on the library with these desperate budget gimmicks.

RESOLUTION

Sponsor: Mayor David
From: Finance Committee

WHEREAS, for ~~twelve several~~ years the Watertown Library Board of Trustees (Library Board) and the Watertown City Council have ~~has~~ been promoting an expansion and renovation of the current library; and

WHEREAS, during this period of time a number of studies, design proposals and estimated project costs have been advanced; and

WHEREAS, an Advisory Referendum was held on November 8, 2016 to determine the level of community support for an expansion/renovation project, the cost of which would not exceed \$7,300,000 with the City of Watertown (City) providing up to 60% (\$4,380,000) of that cost; and

WHEREAS, that Advisory Referendum was approved by a vote of 6,608 for and 3,990 against ~~these~~ voting in that election; and

WHEREAS, throughout this extended period of time, the City has appropriated substantial sums of money for development of a comprehensive downtown redevelopment plan that advocated a major library expansion, property acquisition/demolition, and capital repairs at the library in an effort to further the prospect of a successful project; and

WHEREAS, it is important that the scope of future city support for this project be clearly stated and that the prerequisites for the city moving forward with its participation be clearly understood; and

WHEREAS, the City has approximately \$20,000,000 of requests for capital projects over the next three budget years (2019-2021) while the funding for any approved capital projects will, in virtually every instance, require borrowing by the City; and

WHEREAS, ~~the City has a legal debt capacity of \$65.9 million (as of December 31, 2016 as per Baker Tilly, the City's Independent Auditor) and is at 63.0% of that capacity with an additional borrowing capacity of \$24.3 million is severely limited in its borrowing capacity and envisions borrowing only between \$2,500,000 and \$3,000,000 per year over that period; and~~

Stricken by Maron/McFarland motion, passed: Yes-6, No-2 (Tortomasi & Larsen)

WHEREAS, the City envisions borrowing about \$3,000,000 per year over that period to maintain its Moody's Aa3 "High Grade" bond rating; and

WHEREAS, the Library Board will benefit from the sure knowledge of what amount of funding the city is able to commit and, at the same time, will be able to adjust the scope and cost of its recommended project to the parameters of those limitations.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Watertown, that the degree limits of the City's intended participation in the library's expansion/renovation project and the prerequisites for that participation, are as follows:

- The City's ~~maximum~~ contribution toward the library expansion/renovation shall ~~not exceed~~ be \$4,380,000, appropriated no sooner than 2020; and
- This contribution shall be based on a ratio of 60% city funds and 40% private funds. Should the amount of private funding available for the project be less than \$2,920,000, the city's contribution shall be reduced on a pro-rata basis to a minimum of \$3,000,000; and
- The City's ~~total~~ contribution will not be made until half (50%) the private funding is collected available. ~~Multi-year pledges shall not be counted until the donation has been made;~~ and
- All City contributions in 2018 2019 or future years from the date of the passage of this Resolution, including money appropriated in the 2018 Capital Budget for purchasing Main Street properties and demolishing them, shall be accounted for as part of the City's total contribution.

This is to certify that I have compared the attached copy with the original record now on file in my office and that the same is a correct transcript thereof and of the whole thereof. In Testimony Whereof, I have hereunto subscribed my name and affixed the seal of the City of Watertown this June 16th day of June, 2018.

[Signature]
City Clerk/Treasurer

ADOPTED June 5 2018

[Signature]
CITY CLERK/TREASURER

APPROVED June 5, 2018

[Signature]
MAYOR

Watertown Public Library Center
CAPITAL BUDGET (Balance Sheet) - Unofficial Draft
November 11, 2021

REVENUE

| | | |
|---|---------------------|-------------|
| Key to Opportunity Campaign (Received) | \$2,707,526 | |
| 100 Extraordinary Women | | \$164,347 |
| Key to Opportunity (Less Wagner Donation) | | \$2,426,295 |
| Wagner Donation | | \$50,000 |
| Paver Program | | \$66,884 |
| Key to Opportunity Campaign (Outstanding) | \$184,314 | |
| 100 Extraordinary Women (Outstanding) | | \$18,620 |
| Key to Opportunity (Outstanding) | | \$165,694 |
| Greater Watertown Comm. Health Found. | \$3,038,803 | |
| GWCHF TalkReadPlay Grant | | \$1,500,000 |
| GWCHF TalkReadPlay Challenge Grant | | \$1,000,000 |
| GWCHF Family Resource Capital Grant | | \$500,000 |
| GWCHF 2021 Moving Grant (Received) | | \$13,500 |
| GWCHF 2022 Moving Grant (Estimated) | | \$25,303 |
| Fund 11 (Building & Equipment Reserve) | \$0 | |
| Account Drawdown (Estimate) | | \$0 |
| Fund 5 (City of Watertown) | \$4,380,000 | |
| 2020: 20-year Bonds | | \$4,200,000 |
| 2018: for 213/215 E.Main Acquisition | | \$180,000 |
| Other Revenue | \$46,501 | |
| City "Library Transfer In" | | \$15,500 |
| Interest on Accounts 2019 (Actual) | | \$10,001 |
| Interest on Accounts 2020-2021 (Estimated) | | \$21,000 |
| TOTAL AVAILABLE FUNDS | \$10,172,830 | |
| TOTAL REVENUE | \$10,357,144 | |

Notes:

GWCHF = Greater Watertown Community Health Foundation; FF&E = Furniture, Fixtures and Equipment

Watertown Public Library Center
CAPITAL BUDGET (Balance Sheet) - Unofficial Draft
November 11, 2021

EXPENSE + BALANCE

| | | |
|--|---------------------|-------------|
| Land Acquisition and Professional Fees | \$857,946 | |
| 213/215 E.Main Acquisition (Purchase/Reloc) | | \$351,979 |
| Wagner Corner Property Acquisition (Purchase) | | \$438,488 |
| Legal Fees | | \$56,111 |
| Relocation Service / Appraisal Fees | | \$11,368 |
| Cost of Revenue | \$99,686 | |
| Expansion Fundraising Expense: Fees | | \$45,504 |
| Expansion Fundraising Expense: Other Costs | | \$14,076 |
| Short -Term Financing Costs | | \$0 |
| Project Launch Costs | | \$40,107 |
| Construction Services | \$834,746 | |
| Architect and Interior Design Fees | | \$592,218 |
| Owner Provided Info/Services and Insurance | | \$56,182 |
| Owner Costs - Utility, Env., Permit, Print (Actual) | | \$147,543 |
| Moving (Actual 1st, Estimated 2nd) | | \$38,803 |
| Cost of Construction via Miron | \$6,902,533 | |
| Construction Total (Bid Results w/ Alts 1-8,9b,11) | | \$6,632,696 |
| Const. Change Orders 1+2 (Thru 2020) | | \$65,767 |
| Const. Change Orders 3-5 (Thru 11/5/2021) | | \$51,950 |
| Const. Future Change Orders (Estimated) | | \$152,119 |
| Const. Contingency (Estimated) | | \$0 |
| Cost of FF&E, Other Construction, Other Items | \$1,355,996 | |
| FF&E (Actual Through 9/6/2021) | | \$912,518 |
| FF&E Future Purchases (Estimated) | | \$32,572 |
| FF&E Contingency (Estimated) | | \$25,000 |
| Roofing , Coping, Flashing, Gutters (Actual) | | \$124,774 |
| Front Plazascape (Estimated) | | \$20,000 |
| Owner Costs - Items Purchased (Est. Except Chkout) | | \$153,732 |
| Automated Book Sorter (Actual) | | \$87,400 |
| TOTAL EXPENSE | \$10,050,907 | |
| Balance | \$306,237 | |
| Fund 20 Cash Balance (Estimated) | | \$140,355 |
| Key to Opportunity (Outstanding; Estimated) | | \$165,882 |
| TOTAL EXPENSE + BALANCE | \$10,357,144 | |

**RESOLUTION TO
APPROVE THE 2026 CONTRACT FOR FIRE AND EMS COVERAGE
FOR PORTIONS OF THE TOWNSHIPS OF EMMET, SHIELDS,
MILFORD, AND WATERTOWN**

**SPONSOR: MAYOR ROBERT STOCKS
FROM: FINANCE COMMITTEE**

WHEREAS, the Watertown Fire Department provides contracted fire and EMS coverage to portions of the Townships of Emmet, Milford, Shields, and Watertown; and,

WHEREAS, the fire and EMS coverage agreement for the four townships is attached and have been deemed appropriate; and,

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

That the proper City Officials be and are hereby authorized to go into agreement with the Townships of Emmet, Milford, Shields, and Watertown to allow the Watertown Fire Department to provide fire and EMS coverage to portions of the four townships starting January 1, 2026, in the amount of \$422,498.43 for a period of two years.

That this Resolution shall be in full force and effect upon its passage and adoption.

| | YES | NO |
|--------------|-----|----|
| DAVIS | | |
| LAMPE | | |
| BERG | | |
| BARTZ | | |
| BLANKE | | |
| SMITH | | |
| ARNETT | | |
| WETZEL | | |
| MOLDENHAUER | | |
| MAYOR STOCKS | | |
| TOTAL | | |

ADOPTED November 4, 2025

CITY CLERK

APPROVED November 4, 2025

MAYOR

MEMO

Fire Department

To: Finance Committee
From: Tanya Reynen, Fire Chief
Date: October 27, 2025
Subject: Fire & EMS Township Contract

Background

The Watertown Fire Department currently provides Fire and Emergency Medical Services (EMS) to portions of the four townships (Emmet, Milford, Shields, and Watertown). The current contract expires on December 31, 2025. This two-year agreement replaces the current one and will be effective from January 1, 2026 – December 31, 2027. The townships agree to pay an amount of \$422,298.43 each year for the two years. The department remains committed to delivering consistent, high-quality emergency medical care across all service areas while ensuring appropriate staffing, response readiness, and fiscal responsibility.

Budget Goal

Maintains a safe and healthy community, with an eye toward future needs and trends

Financial Impact

EMS Coverage for 2026 and 2027 will continue under the attached service contract. The department anticipates moderate increases in operational costs due to rising call volumes, fuel, personnel and medical supply expenses. This is reflected in increasing the township amounts in the contract.

Recommendation

The Fire Department recommends approving this two-year contract with the townships of Emmet, Milford, Shields, and Watertown.



Watertown Fire Department

621 Bernard Street, Watertown, WI 53094 • 920-261-3610 • 920-261-7527 fax

2026 FIRE PROTECTION & EMS AGREEMENT

This is a two-year agreement commencing the 1st day of January 2026 between the City of Watertown, a Wisconsin Municipal Corporation, situated in the counties of Dodge and Jefferson, Wisconsin, hereinafter called the "City", and the Watertown Rural Fire Department representing the Town of Emmet, Town of Milford, Town of Shields, and Town of Watertown, hereinafter referred to as the "Townships".

WITNESSETH:

1. That for and in consideration of the City providing fire protection and EMS services to the Townships through its fire department during the year 2026 and 2027 the Townships hereby agree to pay the City the following amounts:

- a) The townships will pay **\$422,498.43** each year based on applying the same mill rate paid by residents and businesses of the City of Watertown on the total assessed value of the area described below in Section 8 for all types of responses including all fires, all EMS, all vehicle accidents, and all hazardous materials incident requests for incidents occurring in the areas described below in Section 7. This payment shall be in lieu of any payment for paramedic training and in lieu of contributions to specific capital equipment expenditures. A breakdown of the individual township's costs is listed in I-D of this contract.
- b) The Watertown Water Department, per Wisconsin Administrative Code PSC 185.15 and Municipal Utilities 17.02 (42), must bill for all water used for extinguishing fires outside the utility's service area. Therefore, any township or village under contract with the Watertown Fire Department will be billed by the Watertown Water Department, for hydrant service charge(s) and the amount of water used to extinguish fires, each time the Watertown Fire Department responds to the township or village for a fire call. The bill is payable to the Watertown Water Department upon receipt. A late payment charge of 1 percent per month will be added to bills not paid within 45 days of issuance.
- c) The payments referred to in paragraph 1 shall be made by the Townships on or before the deadlines set in paragraph 12.

Shields: \$79,234.09

Emmet: \$125,341.18

Milford: \$37440.27

Watertown: \$180482.90

2. It is expressly agreed that in the event several calls are received by the City's Fire Department that the initial response shall be to fires occurring within the City limits of the City and then they shall respond to fires in the Townships. If calls are received from more than one Town, the City agrees that it shall respond to the first call received. If the City's Fire Department is unable to immediately respond to the second fire, the City will notify a mutual aid municipality to respond and provide needed coverage in the second Township.

3. In the event there are two fires in the Townships at the same time, the city agrees that it will do its best to aid both fires and will provide all equipment then available to fight both fires while maintaining adequate resources for City emergencies.
4. The Townships agree that they will use their best effort to keep its roads passable and to provide an adequate supply of water in an amount determined necessary in the opinion of the officer in charge of said fire.
5. It is expressly agreed that the personnel of the City's Fire Department shall be in full charge of fighting any fire to which it responds in the Townships.
6. This agreement may be terminated by the written notice of either party given at least ninety days prior to the expiration of the term, and may be further terminated at anytime upon ninety days written notice given by the City to the Townships in the event the Townships are delinquent in its payments as called for by this contract or are in default under any of the enforcement provisions of Paragraph 9 of this Agreement.
7. This agreement is subject to the City approving the size of the fire district within the Townships which shall be serviced by the City's Fire Department. The district shall include:
 - A. TOWN OF MILFORD: Sections 4, 5,8,9,16,17, (east of the river), 22, 23, 24, 6 East of Crawfish River, 7 -East of Crawfish River, 18-East of Crawfish River, 25-Northern portion, 26-Northern portion, and 27-Northern portion.
 - B. TOWN OF SHIELDS: Sections 10*, 1 1, 12, 13, 14, 15, 16*,20*,21,22,23, 24,25,26,27,28,29,30*,31 *,32,33,34,35,and 36. * = east of Beaver Dam River only.
 - C.TOWN OF EMMET: Sections 3, 4,5,6,7,8,9, 10, 15, 16, 17,18,19,20,21,22,27,28, 29, 30, 31, W6246, W6050, W6082 (Apple Road), VV6298, W6045, W6048 (Oak Road), but does not include N1332, N1370, N1418, N1476, N1530, N1254, N1465, N1477 (Hwy. E).
 - D.TOWN OF WATERTOWN: Sections Range 10, 11, 12, 13, 14, 15. Range 152,6,7,11,14,15,16,17, 18, 19,20,21, 22 and the entire intersection of HWY 26 & Ebenezer Road
8. The townships will be responsible for the costs of operating their two tender units including items such as fuel, firefighting equipment, maintenance labor costs, insurance coverage, and excluding the salary benefit package of city fire department employees who operate the units. These charges would be billed monthly for the costs incurred for previous month.
9. Each of the Townships shall allow and does hereby designate the City Fire Chief, or his/her designees, full authority to enforce the Wisconsin Fire Protection Code, as codified in DSPS 314 of the Wisconsin Administrative Code, adopting by reference the National Fire Protection Association (NFPA) 1, within the boundaries of the Township Fire District, outlined in Paragraph 7 above. To that end, each Township, which is a party to this Agreement, shall adopt by ordinance by their respective Town Boards the proposed Town Fire Protection Code within sixty (60) days of the execution of this Agreement. A certified copy of that adopted ordinance shall be forwarded to the Clerk-Treasurer of the City, immediately after its passage and publication by the Town Board. The proposed Town Fire Protection Code shall be enacted by the Town Board in the same format and without variation from that document as rendered, unless any such changes are specifically granted in writing by the City. The proposed Fire Protection Code shall remain in full force

and effect and shall be enforced throughout the term of this Agreement, as well as any such subsequent Agreement negotiated between the parties. Each of the Townships shall cooperate with the Fire Marshal and otherwise act in good faith with the implementation and enforcement of the Town Fire Protection Code.

- 10. The City's Fire Department will bill separately for emergency medical transport and paramedic services rendered under this contract in the same manner as are billed to City of Watertown residents, and any other recovery costs as allowed by law.
- 11. The townships agree to pay the fire department the percentage of their 2% Dues from the State for conducting fire inspections in the townships. It shall be based upon a percentage of the area of the township covered. Payment is to be received in August of the contract year.
- 12. The townships shall make payments for the contract year referenced above as follows: fifty percent (50%) of the contract price shall be paid on or before February 28th of the contract year and the remaining fifty percent (50%) of the contract price shall be paid on or before August 31st of the contract year. Invoices requesting payment by the townships shall be provided by the City by February 1 and August 1 of the contract year.
- 13. Contracts shall be signed and returned to the Watertown Fire Department by November 30, 2025

IN WITNESS WHEREOF, the parties have set their hands and seals this 8 day of October, 2025

CITY OF WATERTOWN

_____ Robert Stocks, Mayor

_____ Megan Dunneisen, City Clerk

TOWNSHIPS

Scott J. R. Town of Emmet 10-8-2025

_____ Town of Shields

_____ Town of Milford

_____ Town of Watertown

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IN WITNESS WHEREOF, the parties have set their hands and seals this ____ day
of _____, 2025

CITY OF WATERTOWN

_____ Robert Stocks, Mayor

_____ Megan Dunneisen, City Clerk

TOWNSHIPS

_____ Town of Emmet

Heath A. Jones _____ Town of Shields

_____ Town of Milford

_____ Town of Watertown

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- 13. Contracts shall be signed and returned to the Watertown Fire Department by November 30, 2025

IN WITNESS WHEREOF, the parties have set their hands and seals this ____ day of _____, 2025

CITY OF WATERTOWN

_____ Robert Stocks, Mayor

_____ Megan Dunneisen, City Clerk

TOWNSHIPS

_____Town of Emmet

_____Town of Shields

_____Town of Milford

_____Town of Watertown

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- 13. Contracts shall be signed and returned to the Watertown Fire Department by November 30, 2025

IN WITNESS WHEREOF, the parties have set their hands and seals this 10 day of October, 2025

CITY OF WATERTOWN

_____ Robert Stocks, Mayor

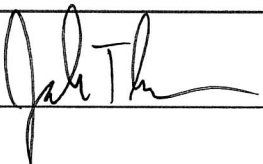
_____ Megan Dunneisen, City Clerk

TOWNSHIPS

_____Town of Emmet

_____Town of Shields

_____Town of Milford

_____Town of Watertown

Appendix A

WATERTOWN EMS
IN THE TOWN OF MILFORD

Commencing at the Northeast $\frac{1}{4}$ corner of Section 4, Township 8 North, Range 14 East, thence Westerly along the North Section line of Sections 4, 5, and 6 to the centerline of the Crawfish River, Southerly along the centerline of the Crawfish River to the East/West line of Section 31, Township 8 North, Range 14 East, thence East to the E $\frac{1}{4}$ corner of Section 31, East to the Southeast corner of the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 32, North to the Southwest corner of Certified Survey Map Number 6293, in Volume 37, on Page 90, in Document Number 1463577, N89°46'43"E 220.69 feet, S02°58'08"E 104.38 feet, S90°00'00"E 105 feet, N00°00'00"W 78.79 feet, N84°27'55"E 89.77 feet, N02°41'53"W 185.55 feet, N88°51'57"W 64.82 feet, N00°27'23"W 135.67 feet, S89°31'52"W 94.29 feet, S00°30' 13"E 56.72 feet, S89°29' 47"W 238.84 feet, North to Northwest corner of Southeast $\frac{1}{4}$ of Northwest $\frac{1}{4}$ of Section 32, Town 8 North, Range 14 East, E to centerline of County Road Q, North to Northwest corner of Certified Survey Map Number 2732, in Volume 10, Page 227, in Document Number 903206, Easterly along North line of said Certified Survey Map to the Northeast corner of said Certified Survey Map, North to Northwest corner of Southeast $\frac{1}{4}$ of Northeast $\frac{1}{4}$ of Section 33, East to the West line of Certified Survey Map Number 2881, in Volume 11, on Page 182, in Document Number 921000, North to Northwest corner of said Certified Survey Map, East along the north line of said Certified Survey Map to Northeast corner of said Certified Survey Map, South to the Southwest corner of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 34, Town 8 North, Range 14 East, East to the Southeast corner of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 34, South to the North line of Certified Survey Map 5437 in Volume 30, on Page 36, in Document Number 1315550, East to the Northeast corner of said Certified Survey Map, South to the South line of the Northwest Quarter of Section 35, Town 8 North, Range 14 East, East to West line of Certified Survey Map 6169, in Volume 36, on Page 117, in Document Number 1445290, South to the Southwest corner of said Certified Survey Map, S89°44'26"E 1326.37 feet, S89°41'25"E 1021.58 feet, N00°24'17"E 286.50 feet, S89°41'25"E to centerline of County Road N, North on centerline of County Road N to South line of Certified Survey Map 1055, in Volume 3, on Page 581, in Document Number 746428, East to Southeast corner of said Certified Survey Map, N132 feet, East to the Southeast corner of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 25, Town 8 North, Range 14 East, North to the Northeast corner of Section 24, Town 8 North, Range 14 East, West to the Northwest corner of Section 22, Town 8 North, Range 14 East, North to point of beginning.

WATERTOWN FIRE DISTRICT
IN TOWN OF MILFORD

Commencing at the Northwest corner of Section 6, Town 8 North, Range 14 East, East to the centerline of the Crawfish River and the place of beginning, thence Southerly along the centerline of the Crawfish River to the South line of the Section 17, Town 8 North, Range 14 East, thence East to the Southeast corner of Section 16, Town 8 North, Range 14 East, thence south to the Southwest corner of the Northwest ¼ of the Northwest ¼ of Section 27, Town 8 North, Range 14 East, thence East to the Southeast corner of the Northeast ¼ of the Northeast ¼ of Section 27, Town 8 North, Range 14 East, thence South to the East quarter corner of said Section 27, then East to the Centerline of County Road A, thence Northerly along centerline of County Road A to a point where it meets an extension westerly of the Southwest corner of Certified Survey Map Number 1055, in Volume 3, Page 581, in Document Number 746428, thence East to the Southwest corner of said Certified Survey Map, thence North 132 feet, thence East to the Southeast corner of the Northeast ¼ of the Northwest ¼ of Section 25, Town 8 North, Range 14 East, thence North to the North Quarter corner of Section 25, Town 8 North, Range 14 East, thence East to the shore of Hans Lake, thence Southerly along the shore to the south line of the Northwest Quarter of the Northeast Quarter, thence East to the Town line, North to the Northeast corner of Section 24, Town 8 North, Range 14 East, thence West to the Northwest corner of Section 22, Town 8 North, Range 14 East, thence North to the Northeast corner of Section 4, Town 8 North, Range 14 East, thence West on Town Line to place of beginning.

**RESOLUTION TO
APPROVE LEBANON EMS SERVICE COVERAGE**

**SPONSOR: MAYOR ROBERT STOCKS
FROM: FINANCE COMMITTEE**

WHEREAS, the Watertown Fire Department has an EMS Transport Agreement with the Township of Lebanon that expires December of 2025; and,

WHEREAS, the Watertown Fire Department would be dispatched for EMS calls and provide one ambulance staffed with two personnel for a fee similar to that of a City of Watertown resident; and,

WHEREAS, the Watertown Fire Department recommends the cost to cover Lebanon EMS be a two-year contract.

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 go into agreement and approve the contract to provide EMS service coverage to the Township of Lebanon in the amount of \$99,492.43.

| | YES | NO |
|--------------|-----|----|
| DAVIS | | |
| LAMPE | | |
| BERG | | |
| BARTZ | | |
| BLANKE | | |
| SMITH | | |
| ARNETT | | |
| WETZEL | | |
| MOLDENHAUER | | |
| MAYOR STOCKS | | |
| TOTAL | | |

ADOPTED November 4, 2025

CITY CLERK

APPROVED November 4, 2025

MAYOR

MEMO

Fire Department

To: Finance Committee

From: Tanya Reynen, Fire Chief

Date: October 27, 2025

Subject: EMS Lebanon Contract

Background

The Watertown Fire Department currently provides Emergency Medical Services (EMS) to portions of the township of Lebanon. The current contract expires on December 31, 2025. This two-year agreement replaces the current one and will be effective from January 1, 2026 – December 31, 2027. Lebanon agrees to pay an amount of \$99,492.43 each year for the two years. The department remains committed to delivering consistent, high-quality emergency medical care across all service areas while ensuring appropriate staffing, response readiness, and fiscal responsibility.

Budget Goal

Maintains a safe and healthy community, with an eye toward future needs and trends

Financial Impact

EMS Coverage for 2026 and 2027 will continue under the attached service contract. The department anticipates moderate increases in operational costs due to rising call volumes, fuel, and medical supply expenses. This is reflected in increasing the amounts in the contract.

Recommendation

The Fire Department recommends approving this two-year contract with Lebanon.



Watertown Fire Department

Section 8, Item B.

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

2026-2027 Contract for the Provision of EMS Coverage for the Township of Lebanon

1. This is a two-year agreement commencing the 1st day of January 2026 between the City of Watertown, a Wisconsin Municipal Corporation, situated in the counties of Dodge and Jefferson, Wisconsin, hereinafter called the "City", and the Town of Lebanon, hereinafter referred to as the "township".
2. The City of Watertown Fire Department will provide EMS coverage to the Township of Lebanon fire departments primary service area by providing one ambulance staffed with two personnel that will be dispatched from the Watertown Fire Department for EMS calls.
3. The City's Fire Department will bill separately for emergency medical transport and paramedic services rendered under this contract in the same manner as are billed to City of Watertown residents, and any other recovery cost as allowed by law.
4. Disposable medical equipment and medications used for patient care, by Lebanon responders, on EMS calls responded to by the Watertown Fire Department will be exchanged on a one-for-one bases, if available, at the time of the call.
5. Patients will be transported to the closest, most appropriate hospital.
6. Lebanon will cross credential emergency medical personnel with Watertown Fire Department. Those personnel must be approved by the Watertown Fire Departments Medical Director.
7. In the event the Watertown Fire Department is committed to previously received requests for the service and is unable to respond, mutual aid agencies will be contracted and dispatched for the call and will not be considered a breach of contract.
 - a. The Township of Lebanon will pay the City of Watertown an annual fee of **\$99,492.43** (Ninety-nine thousand, four hundred ninety-two dollars and forty-three cents) for EMS coverage for 2026 and 2027.
8. This contract may be terminated by the written notice of either party given at least ninety (90) days prior to the expiration of the term and may be further terminated at any time upon ninety-day written notice given by the City to the Township in the event the Township is delinquent in its payments as called for by this contract. This agreement may be terminated by the written notice of either party given at least ninety days prior to the expiration of the term, and may be further terminated at any time upon ninety days written notice given by the City to the Townships in the event the Townships are delinquent in its payments as called for by this contract or are in default under any of the enforcement provisions of Paragraph 9 of this Agreement.
9. The township shall make payments for the contract year referenced above as follows: fifty percent (50%) of the contracted price shall be paid on or before February 28th of the contract year and the remaining fifty percent (50%) of the contracted price shall be paid on or before August 31st of the contract year. Invoices requesting payment by the townships shall be provided by the City by February 1 and August 1 of the contract year.

10. To help with budget planning, any successor agreements should be negotiated by 1 of the year proceeding renewal.

11. This contract will begin on January 1, 2026.

Signed

Robert Stocks, Mayor Date

Greg Fredrick, Chairperson Date 10-8-25

City of Watertown

Town of Lebanon

Attest: Deborah Behl 10/08/25
Town Clerk
Deborah Behl

RESOLUTION

PURCHASE BORGER ROTORY LOBE SLUDGE PUMPS

SPONSOR: ALDERPERSON ARNETT

FROM: PUBLIC WORKS COMMISSION

WHEREAS, the Wastewater Department owns and operates an advanced wastewater treatment process which includes primary sludge pumps as part of the treatment plant, and;

WHEREAS, the primary sludge pumps play a critical role in transferring waste from one process to another at the wastewater treatment plant, and part of the immediate needs identified in the WWTP facilities plan included new primary sludge pumps estimated to cost \$188,000, as the entire primary sludge pump system is original, and;

WHEREAS, two of the four sludge pumps have failed, and one of the two screw compressors and air-drying system used to supply air to the diaphragm piston pumps has also failed, and most equipment is now obsolete so parts are no longer available for repairs, and;

WHEREAS, These four sludge pumps are part of the sludge system which includes four other sludge pumps, those all being the same Borger rotary lobe type, and these primary sludge pumps would be identical to the two dewatering transfer pumps which provides a uniform system of pumps and reduces spare parts, and provides easier maintenance for staff as all have been trained on the Borger pump maintenance so can perform routine maintenance more efficiently, and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN: that the proper City Officials be and are hereby authorized to purchase four new Borger rotary lobe sludge pumps and controls from Mulcahy Shaw Inc. for \$105,206.

The funding for said equipment will come from the equipment replacement account #02-97-30-12

| | YES | NO |
|--------------|-----|----|
| DAVIS | | |
| LAMPE | | |
| BERG | | |
| BARTZ | | |
| BLANKE | | |
| SMITH | | |
| ARNETT | | |
| WETZEL | | |
| MOLDENHAUER | | |
| MAYOR STOCKS | | |
| TOTAL | | |

ADOPTED November 4, 2025

CITY CLERK

APPROVED November 4, 2025

MAYOR

Boerger LLC - 2860 Water Tower Place - Chanhassen, MN 55317 - USA

Mulcahy Shaw Water, Inc
N57 W6316 Center Street
Cedarburg, WI 53012-0000

Quote

No.: 31016433

Date: 05/02/2025

| | | | |
|----------------------|---|-----------------------------|--------------------|
| RFQ no.: | Watertown, WI Primary and Centrifuge Feed | Inside Sales Person: | Jay Wilson |
| RFQ date: | 05/01/2025 | E-mail: | jwi@boergerllc.com |
| Customer No.: | 100074 | Phone: | 612-435-7335 |
| Contact: | Rich Knoelke | Code: | JWIBJJ |
| Phone: | | | |
| Cell phone: | (414) 640-3411 | | |

| Pos. | Description | Quantity | Unit Price: | Total Price: |
|------------------------|--|----------|--------------------|----------------------------|
| 100 | 71011192 PL300 Assembly Primary Sludge Pumps Lead Time: 8 weeks | 4 | \$22,613.24 | \$90,452.96 |
| 200 | K0002999 Accessories - Instrumentation Discharge Gauge & Swtich Assy Lead Time: 8 weeks | 4 | \$1,957.86 | \$7,831.44 |
| 300 | 71011193 Pump Controls - VFD Lead Time: 8 weeks | 4 | \$1,730.40 | \$6,921.60 |
| <u>Value of Goods:</u> | | | | <u>\$105,206.00</u> |

Quote

No.: 31016433

| Pos. | Description | Quantity | Unit price: | Total price: |
|------|-------------|----------|-------------|--------------|
|------|-------------|----------|-------------|--------------|

100.0 71011192

BlueLine PL Assembly

PL300 Assembly

Primary Sludge Pumps

Medium specification:

| | |
|----------------------|------------------|
| Spec. pumped medium: | Primary Sludge . |
| Viscosity: | 1 . cP |
| Solids content: | 1-3 . % |
| Solids size: | - . in |
| Density: | 1.0 . S.G. |
| Medium temp: | Ambient . °F |
| pH value: | Neutral . |

Operational characteristics:

| | |
|--------------------|---------------|
| Location: | dry, indoor . |
| Mode of operation: | Continuous . |

Performance data:

| | gpm | Psi | rpm |
|---------------------|-----|-----|-----|
| Min. Flow rate: | 54 | 35 | 100 |
| Nom. Delivery rate: | 54 | 50 | 106 |

101.0 PP3SARCFAAAAICCC17

4 pc

Börger Rotary Lobe Pump PL300

PL300 Primay Sludge Pump Assy

Product series: BLUEline

Version: Classic

Casing:

One-piece Blockcasing
from Grey Cast Iron EN-GJL-250 (GG25)
with easily replaceable axial and radial casing liners
Axial casing protection liners from Hard Metal
Radial casing protection liners from Hard Metal (MIP®)

Rotor geometry:

Optimum, dual-lobe, entirely elastomer coated, screw form
Rotor coating: NBR
Free ball entry D = 40 mm
Displacement: 2,7 l/rev

Shaft seal:

single-acting mechanical seals, type LW
Material code according EN 12756 [DIN 24960]: R1 R1 P D
Seal faces: Duronit V/Duronit V
Dynamic O-rings: NBR
Seal holding bushes: 1.0503
Stationary O-Rings: NBR

102.0 1300000085

8 pc

PL300 to 4in ANSI Flange

B1 Configuration

000-424

Galvanized CS

Quote

No.: 31016433

| Pos. | Description | Quantity | Unit price: | Total price: |
|--|--|----------|--------------------|------------------------|
| 103.0 | 5301000652 Nord SK32-210TC-14.55 Inline Reducer 1750rpm/120rpm | 4 pc | | |
| 104.0 | 5120000847 WEG 00718ET3E213TC-W22 7.5hp,1800rpm,Prem Eff 208-230/460V 213/5TC,1.25SF | 4 pc | | |
| 105.0 | 2510000034 PL-SK32 Inline Frame Painted Guard Rotex 55 with Purple Spider Max Torque 685 Nm | 4 pc | | |
| Qty.4-PL300 Pump Assemblies | | | \$22,613.24 | \$90,452.96 USD |
| 200.0 | K0002999 Accessories Accessories - Instrumentation Discharge Gauge & Swtich Assy | | | |
| 201.0 | 5710000006 Discharge Assembly Iso Ring, Gauge & Switch Boerger Standard - 4in Pressure Gauge: Wika 45-233.34-4L-EXA-100PSI/FTH2O Iso-Ring: Onyx PSW-4"-CS-DA-BN Switch: Ashcroft B4-24-B-XFS-100# | 4 pc | | |
| Discharge Gauge & Swtich Assy | | | \$1,957.86 | \$7,831.44 USD |
| 300.0 | 71011193 Control Units Pump Controls - VFD | | | |
| 301.0 | 5640020103 BRDC.E3-340140-304B 7.5HP E3 NEMA 4X Outdoor 460V AC, Power Isolator Switch Speed Pot, F/O/R Switch | 4 pc | | |
| Pump Controls - VFD | | | \$1,730.40 | \$6,921.60 USD |

Quote

No.: 31016433

| | | | |
|----------------------|-----------|-------------------|------------|
| Value of goods: | \$ | 105,206.00 | USD |
| Net value: | \$ | 105,206.00 | USD |
| Tax: (0.00 %): | \$ | 0.00 | USD |
| Total amount: | \$ | 105,206.00 | USD |

Invoice address:

Mulcahy Shaw Water, Inc
N57 W6316 Center Street
Cedarburg, WI 53012

Delivery address:

Mulcahy Shaw Water, Inc
N57 W6316 Center Street
Cedarburg, WI 53012

Terms Of Payment:

30 days net

Dispatch Type:

To Be Determined

Price Valid To:

05/31/2025

Terms of Delivery:

free on board

Best regards

Boerger LLC

Jay Wilson

Phone: 612-435-7335

E-mail: jwi@boergerllc.com

Website: www.boerger.com

Regional Manager:

Bryan Vitala

612-435-7329

bvi@boergerllc.com

Notes:

1. BOERGER, LLC's standard Terms and Conditions apply and are an integral part of this quotation unless specifically noted otherwise in this proposal.
2. Delivery, installation, wiring, field painting, start-up and instructional services are not included unless specifically noted otherwise in this proposal.
3. Anchor bolts, pressure gauges, valves, drainage piping, starters, variable frequency drives and control equipment or any other items are not included unless specifically noted otherwise in this proposal.
4. BOERGER, LLC will review plans and specifications and will offer technical assistance and certified pump drawings for construction. The responsibility for pump station layout, access, seismic calculations including local PE stamp, etc., shall be by others.
5. This proposal is offered as an acceptable pumping system based upon descriptive items listed above. Deviations from the equipment described could result in price adjustment.
6. A BOERGER, LLC field engineer may be provided, as noted above, in a supervisory capacity only. Any and all costs associated with labor, set-up, etc., for the tests are to be by contractor.
7. Credit Card purchases will incur a 3% Processing Fee.

**RESOLUTION
ENTER INTO CONTRACT WITH SYNAGRO CENTRAL, LLC.
FOR BIOSOLIDS LAND APPLICATION SERVICES**

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

WHEREAS, the City of Watertown Wastewater Department has historically contracted out the annual spring and fall biosolids hauling and land application under contract to meet the needs of our permit requirements as defined in Wisconsin Administrative Code NR 204, and;

WHEREAS, the previous contract with Dahm Enterprises was terminated due to the owner passing away and the company and assets being sold to Synagro Central, LLC. earlier in 2025, and;

WHEREAS, The Wastewater Department worked to find another contractor, and was unable to secure pricing from previous waste haulers, as they have ceased biosolids operations, and;

WHEREAS, The Wastewater Department was able to reach an agreement with Synagro Central, LLC. (who works in the Midwest region, including other Wisconsin municipalities) with a defined scope of services to meet permit requirements, and the following pricing, and;

| <u>Haul</u> | <u>Distance</u> | <u>Price (wet ton)</u> |
|-------------|------------------|------------------------|
| Zone 1 | 0 to 15.99 miles | \$34.04 |
| Zone 2 | 16 – 30.99 miles | \$36.18 |
| Zone 3 | 31 – 45 miles | \$42.46 |

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 the agreement for biosolids hauling and land application to be performed by Synagro Central, LLC. based in Baltimore Maryland on a year-to-year agreement.

Said money to be charged to the following account: Wastewater #02-85-00-21

| | <i>YES</i> | <i>NO</i> |
|--------------|------------|-----------|
| DAVIS | | |
| LAMPE | | |
| BERG | | |
| BARTZ | | |
| BLANKE | | |
| SMITH | | |
| ARNETT | | |
| WETZEL | | |
| MOLDENHAUER | | |
| MAYOR STOCKS | | |
| TOTAL | | |

ADOPTED November 4, 2025

CITY CLERK

APPROVED November 4, 2025

MAYOR



Materials Management Agreement

This Agreement made and entered into as of this 1st day of September 2025 by and between Contractor and Customer.

| | | | | |
|--|---|--------------------------|---------------------------------------|----------------|
| C U S T O M E R | Customer Legal Name City of Watertown Wastewater Utility / WWTP | | | |
| | Street Address 800 Hoffmann Drive | | | |
| | City / Town Watertown | County Jefferson / Dodge | State WI | Zip Code 53094 |
| C O N T R A C T O R | Synagro Legal Name | | | |
| | Synagro Central, LLC | | | |
| | Street Address | | | |
| | 435 Williams Court, Suite 100 | | | |
| | City / Town Baltimore | State MD | Zip Code 21220 | |
| T E R M | Commencement Date September 1, 2025 | | Expiration Date December 31, 2026 | |
| | The "Term" of this Agreement shall be from the Commencement Date up to and including the Expiration Date. This Agreement and any extensions shall automatically renew on a year-to-year basis following expiration of the Term, until Contractor or Customer delivers notice to the other party of its intent to terminate the Agreement. Such notice must be delivered at least 6 (six) months prior to the end of the then-current Term. If Contractor provides Contractor Services to Customer outside of the Term without another written agreement, then such services shall be deemed provided pursuant to the terms of this Agreement (other than the Term) and Customer's request for or acceptance of Contractor Services shall be deemed consent to the terms of this Agreement. No such provision of services by Contractor shall be deemed an agreement to provide any further services or extend the term of this contract for additional periods. | | | |
| B I L L I N G | Customer Contact Name Pete Hartz | | Telephone # 920-262-4085 | |
| | Street Number / P.O. Box 800 Hoffmann Drive | | Fax # | |
| | Address | | Contact Person Peter Hartz | |
| | | | E-mail Address phartz@watertownwi.gov | |
| | City / State Watertown, WI | | Zip Code 53094 | |
| S I G N A T U R E S | FOR CUSTOMER: | | Date | |
| | Signature, | | | |
| | Name and Title: | | | |
| | FOR CONTRACTOR: | | Date | |
| | Signature | | 9/30/25 | |
| | Name and Title Nick Caggiano, Regional Vice President | | | |



Materials Management Agreement

SCOPE OF SERVICES AND PRICING APPENDIX

Scope of Services

Synagro Responsibilities

- Loading, transportation, and land application of biosolids.
- Weighing or measuring each load using an in-loader scale. These measurements will be used for billing and reporting purposes.
- Removal of biosolids from the WWTP cold storage barn during the fall of each year.

Customer (City of Watertown) Responsibilities

- Ensure compliance with NR 204 requirements. Including:
 - Supplying maps of land application sites, clearly indicating application areas and exclusion zones. Confirm isolation zones are indicated properly in the field prior to land application occurs.
 - Maintain current DNR permits and share with Synagro.
 - Submitting semi-annual and annual land application reports.
 - Provide Synagro with NANI, Notice and Necessary Information form
- Provide 100% of the annual volume of biosolids generated at the plant that meet all applicable local, state, and federal regulations for off-site beneficial reuse.
 - Current estimated volume: 3,000 cubic yards per year (approximately 2,500 wet tons).
- Ensuring reasonable access to the biosolids storage building, with flexible hauling hours between 6:00 AM and 8:00 PM.
- Notifying Synagro of any changes or conditions that may reasonably impact the scope of work.
- Maintaining all necessary landowner agreements and authorizations required for land application activities.

Exclusions

This agreement does not include landfill disposal of biosolids resulting from non-compliant material or force majeure events.

Customer Materials.

Class B biosolids meeting land application regulations

Method of Delivery of Customer Materials. The Customer Material shall be delivered to Contractor in the following manner:

- Biosolids are currently stored in on-site cold storage barn
- Synagro to load biosolids from storage area.



Materials Management Agreement

"Customer Facility(ies) " shall mean the following locations where Customer Material(s) are generated or stored:

WWTP – 800 Hoffmann Drive, Watertown, WI

Contractor right to refuse loads. If trucks or containers are loaded by Customer or its agents, Contractor has the right to refuse loads that are not within legal weight restrictions, are defective, or are not filled to mutually agreed-upon minimums or maximums.

PRICE

| Haul | Distance | Price | Measurement |
|--------|-------------------|---------|-------------|
| Zone 1 | 0 to 15.99 Miles | \$34.04 | Wet Ton |
| Zone 2 | 16 to 30.99 Miles | \$36.18 | Wet Ton |
| Zone 3 | 31 to 45 Miles | \$42.46 | Wet Ton |

Mobilization.....\$6,667.00 per Event

- Includes mobilization and demobilization of all equipment and staff.
- Synagro anticipates one event, unless otherwise instructed by Owner.



Materials Management Agreement

CPI. All Agreement Prices shall be adjusted as follows:

All Agreement Prices shall be adjusted annually beginning on 9/1/26 based on the Non-Seasonally Adjusted Consumer Price Index established by the United States Department of Commerce, Bureau of Labor Statistics, Midwest (or a reasonable equivalent if said Index becomes unavailable), with the CPI immediately preceding the Commencement Date being the base index. Said adjustment shall apply to all fees contained herein, and shall be based on the following formula:

$$\text{New Price} = (\text{Price Adjustment}) \times \text{First Year Agreement Price}$$

$$\text{Price Adjustment} = 1 + \left(\frac{\text{Current CPI} - \text{Base CPI}}{\text{Base CPI}} \right)$$

$$\text{CPI} = \text{_____} \quad \text{Base CPI} = \text{_____}$$

Once the CPI is available, the price adjustment shall take effect retroactively, where applicable, as of the dates specified above for price adjustments. No New Price shall ever be lower than any existing current Agreement Price in effect immediately before the annual adjustment.

Fuel Surcharge Adjustment

All Agreement Prices shall be adjusted monthly for a fuel surcharge ("Fuel Surcharge Adjustment") to reflect any increased change in diesel fuel prices, in accordance with the table below, if the cost of retail on-highway diesel fuel (Department of Energy, Energy Information Administration – PADD 2) (or a reasonable equivalent if said Index becomes unavailable) is at, or exceeds, \$5.00 per gallon (Base Price).

The Fuel Surcharge Adjustment will be based on the following chart and the Retail On-Highway Diesel Price – PADD 2 as published by the U.S. Department of Energy's Energy Information Administration for PADD 2 and will be applied to the then current fixed or unit fee, as applicable. The Fuel Surcharge Adjustment will be no more than once a calendar month following the Commencement of this agreement and shall be adjusted as of the first day of each month.

The Fuel Surcharge Adjustment will be applied if the cost of retail on-highway diesel fuel (Department of Energy, Energy Information Administration - Midwest PADD 2) is at, or exceeds, \$5.00 per gallon, as follows:

| Diesel Price \$/Gallon - Note ¹ | Fuel Surcharge Adjustment % |
|---|-----------------------------|
| < \$(Base Price) | None |
| Base Price to Base Price plus \$.049 | 0.5 % |
| Base Price plus \$0.05 to Base Price plus \$0.099 | 1.0 % |
| Base Price plus \$0.1 to Base Price plus \$.0149 | 1.5 % |

For each \$0.05/gallon increase thereafter add 0.5%

EXAMPLE: Base Price = \$5.00 / Gallon

| Diesel Price \$/Gallon - Note ¹ | Fuel Surcharge Adjustment % |
|--|-----------------------------|
| ≤ \$5.00 (Base Price) | None |
| \$5.01 - \$5.049 | 0.5 % |
| \$5.05 - \$5.099 | 1.0 % |
| \$5.10 - \$5.149 | 1.5 % |



Materials Management Agreement

GENERAL TERMS AND CONDITIONS

1. Definitions. As used in this Agreement:

A. "Affiliate" shall mean any Person which, directly or indirectly, owns or controls, or is under common ownership or control with, or is owned or controlled by, such Person.

B. "Agreement" shall mean this agreement, and each and every exhibit, appendix and schedule attached hereto, and by reference made part of this Agreement.

C. "Agreement Price(s)" shall mean any one or, collectively, all the prices to be paid by the Customer to Contractor for Contractor Services.

D. "Authorizations" means all authorizations, permits, applications, notices of intent, registrations, variances, and exemptions required for the removal, transportation and land application of Customer Materials in compliance with all Laws.

E. Agreement shall consist of the following documents which Customer acknowledges receiving copies of:

1. The Agreement
2. Scope of Service and Price Appendix
3. General Terms and Conditions
4. Appendix A (Bid Submittal)

F. "Contractor Facility" shall mean a facility operated or controlled by Contractor or an Affiliate of Contractor.

G. "Contractor Services" shall be those services described in Scope of Service and Price Appendix.

H. "Customer" shall mean the entity identified as Customer in the first paragraph of this Agreement and its permitted successors and assigns.

I. "Customer Material(s)" shall mean the materials generated by or stored at the Customer's Facility which are described in Scope of Service and Price Appendix, Section A. 2. and meet(s) the requirements set forth in Appendix 2.

J. "Governmental Authority" means any governmental authority including the United States of America and any State, local authority, political subdivision, agency, department, commission, board, bureau, court, tribunal having jurisdiction over this Agreement, Customer Material(s), or Contractor, Customer, or Customer Facility.

K. "Hazardous Materials" means any "petroleum," "oil," "hazardous waste," "hazardous substance," "toxic substance," and "extremely hazardous substance" as such terms are defined, listed, or regulated under Laws.

L. "Intended Use" shall mean any use, placement or disposal of Customer Materials pursuant to this Agreement including by example, land application, composting, deposit in landfill, or incineration.

M. "Laws" means any Authorization and any applicable federal, state, or local law, rule, regulation, ordinance, order, decision, principle of common law, consent decree or order, of any Governmental Authority, now or hereafter in effect.

N. "Non-Conforming Material(s)" shall mean material(s) which (i) fail(s) to meet the description or characteristics described in Appendices 1 and/or 2, or (ii) are Hazardous Materials, or (iii) contain a concentration of polychlorinated biphenyls equal to or greater than 50 milligrams per kilogram of total solids (on a dry weight basis) or (iii) contains PFOA/PFAS levels in excess of any federal or state guidelines or regulations.

O. "Party" shall mean either Customer or Contractor; "Parties" shall mean Customer and Contractor.

P. "Person" shall mean any partnership, corporation, Governmental Authority, trust or legal entity, as well as a natural person.

Q. "Term" shall mean the term of this Agreement including any extensions, as provided for in the Agreement.

2. Additional Documents – In addition to the items specified above in section E. 1-4, Any amendment, exhibit, change order or addendum to the Contract, written and signed by both parties shall become part of the Contract Agreement.

3. Services. Contractor shall provide Contractor Services to Customer.

4. Price and Adjustments.

A. The Agreement Price(s) for Contractor Services is set forth in Scope of Services and Price.

B. Contractor will have no duty to handle Non-Conforming Materials unless Customer and Contractor mutually agree to terms including cost for the handling of such Non-Conforming Materials on a case-by-case basis. If Contractor discovers material is Non-Conforming after it takes possession, then Customer shall reimburse all costs and expenses of Contractor in handling such Non-Conforming Material until Customer arranges for removal and transportation of such Non-Conforming Material for appropriate processing and disposal, plus 10% of such costs and expenses.

C. Contractor shall be entitled to a price adjustment commensurate with changes to the Consumer Price Index (CPI) and local conditions impacting the contracted work being performed if Notice to Proceed (NTP) is not given within ninety (90) Days from receipt of the Notice of Award (NOA). Contractor shall be granted the right to adjust the price, every ninety (90) days thereafter, until NTP is given by the customer. All pricing adjustments resulting from the conditions of this section will be commensurate with the CPI as provided by the Bureau of Labor Statistics for the region of the work being performed, and do not alter, adjust or cancel any section of this agreement, other than the base pricing resulting from the adjusted CPI rates.

5. Ownership of Materials. Customer (City) shall retain all title to and ownership of the Customer Material and Non-Conforming Materials.

6. Rejection or Revocation of Acceptance of Materials.

A. Contractor shall have the right to reject any Non-Conforming Material prior to taking possession or revoking its acceptance after taking possession of any Non-Conforming Material, provided that Contractor notifies Customer by telephone or in writing of such rejection of Non-Conforming Materials promptly upon Contractor's discovery thereof. Any such notice of rejection not given initially in writing shall be promptly confirmed in writing to Customer. Contractor shall provide Customer with the documentation used to identify Customer Materials as Non-Conforming, and Customer shall have the right to re-test the Customer Materials.

B. Within twenty-four (24) hours after receipt of notice of rejection of Non-Conforming Material (or such longer period provided that Customer is acting with due diligence). Customer shall in accordance with Laws, arrange for and pay all costs associated with the testing, removal and transport of such Non-Conforming Material for appropriate processing and disposal. If Customer fails to remove Non-Conforming Material(s) within 10 business days of the date Customer is notified by Contractor, then Contractor shall have the right, but not the obligation, to remove, store, handle, transport, store, process and dispose of Non-Conforming Materials and Customer shall reimburse Contractor for all costs and expenses associated therewith, plus 15% of such costs and expenses.

C. Nothing in this section shall be construed to limit Customer's obligation to indemnify Contractor.

7. Change in Conditions Affecting Quality of Materials. Customer shall immediately notify Contractor of changes or irregularities related to the creation, processing or conditions that would reasonably be expected to affect the quality, character or composition of Customer Materials. Customer shall promptly furnish to Contractor any information regarding known or suspected changes in the composition or characteristics of the Customer Materials.

8. Record Keeping. Contractor shall maintain records of the Contractor Services to the extent Contractor is required by Law, and further, shall maintain records to the extent specifically set forth in Scope of Services and Price. Customer shall maintain records to the extent Customer is required by Law. Customer shall keep and maintain records showing all data necessary for computation of the invoiced amounts during the term of the Agreement and for eighteen (18) months



Materials Management Agreement

after the termination of the Agreement. Customer shall, upon reasonable notice from Contractor, allow Contractor to inspect and copy all records reasonably necessary for Contractor to compute the amounts to be invoiced. Contractor acknowledges the Customer is a municipal entity subject to the Wisconsin Public Records Law. Each party herein shall reasonably cooperate with the other party herein to facilitate compliance with the Wisconsin Public Records Law, sec. 19.21, et seq., Wis. Stats., and upon request by any other party, provide to the requesting party all documents in their possession or control which are subject to release under such law.

9. Terms of Payment. Customer shall pay Contractor the full amount due under any invoice within thirty (30) days of the date of the invoice. Any invoice amount not paid in full within thirty (30) days of the date of the invoice shall bear interest at the lesser of: (i) one and one-half percent (1.5%) per month; or (ii) the maximum legally permissible interest rate on any unpaid balance thereof. Interest shall be computed from the date of the invoice.

10. Default Termination.

A. In the event a Party seeks to terminate this Agreement because the other Party has failed to perform one or more of its material obligations hereunder, then the non-defaulting Party shall give a default notice to the defaulting party. Such default notice shall list with reasonable detail the nature of the default. Unless otherwise stated in Subsection B below, a defaulting Party shall have a right to cure a default within 10 days. If the defaulting Party fails to cure the default within 10 days after the receipt of the default notice, then this Agreement may be terminated by the non-defaulting party by delivery of notice of termination, effective on the termination date stated in such termination notice.

B. Notwithstanding any provision herein to the contrary, Contractor may immediately terminate this Agreement upon notice to Customer if:

- (i) Customer fails to make full payment within 30 days of any invoice date;
- (ii) there is a change in or to the interpretation of any Laws which increases Contractor's risk or cost, or which would serve to delay Contractor's performance of Contractor Services;
- (iii) Contractor reasonably determines that performing Contractor Services will cause personal injury, or damage to a Party's facilities, equipment or operation, or will cause Contractor to be in violation of Laws, or will produce or cause to be produced a process byproduct that is classified as Hazardous Material(s); or
- (iv) Customer fails to provide the NANI or NANI Equivalent as provided for in Section 29.A.4.b. of this Agreement.

C. Non-Default Termination

If the Customer has exercised a discretionary right to early termination that is not based on default, the Contractor will be reasonably compensated for early termination costs actually and proximately incurred thereby, including but not limited to, recovery of capital costs, lost profit, demobilization costs, employment severance payments and cost to terminate subcontractors and equipment leases.

11. Indemnification.

A. Contractor shall defend, indemnify and hold harmless Customer, its directors, officers and agents from and against any and all claims, suits, actions, proceedings, liabilities, losses, damages, fines, penalties and expenses of every character whatsoever (including, but not limited to, liability for pollution, environmental or natural resource damage or restoration, nuisance, bodily injury, sickness and/or disease, including death, and loss of or damage to property), to the extent proximately caused by Contractor's negligence or breach of this Agreement. If any such suits, actions or proceedings are threatened or commenced, Customer shall promptly notify Contractor.

B. Customer shall defend, indemnify and hold harmless Contractor, its partners, directors, officers, employees and agents from and against any and all claims, suits, actions, proceedings, liabilities, losses, damages, fines, penalties and expense of every character whatsoever (including, but not limited to, liability for pollution, environmental or natural resource damage or restoration, nuisance, bodily injury, sickness and/or disease, including death, and loss of or damage to property), to the extent proximately caused by Contractor's negligence or breach of this Agreement. If any such suits, actions or proceedings are threatened or commenced, Contractor shall promptly notify Customer.

C. Claims by Employees. As to any claim made against a party to this Agreement, the other party waives any insulation from liability or immunity from suit with respect to injuries to said party's employees that may be extended to the waiving party as a result of any payments made by the waiving party to such employees or under any applicable worker's compensation statute or similar law or judicial decision. Each party to this Agreement hereby indemnifies and holds harmless the other party from and against any claims made by any of said party's employees, contractors or representatives working in the course and scope of their employment by the indemnifying party unless such claim was the sole and proximate result of the gross negligence or willful misconduct of the indemnified party. Each party to this Agreement will be held harmless from any worker's compensation liens incurred from the other party's insurance carrier, third party administrator or self-administered, self-insured claims programs.

12. Access. Customer shall provide Contractor access to Customer Facility(ies) as and when requested by Contractor in order to provide Contractor Services. Customer shall bear all costs or fees associated with providing access to Contractor.

13. Compliance with Laws. Unless otherwise specifically provided in this Agreement, Contractor shall comply with Laws directly regulating Contractor Services and Customer shall comply with all Laws imposed upon.

14. Physical Damage Responsibility; Insurance.

A. Contractor shall provide workers compensation insurance for all its employees providing services under this Agreement in accordance with applicable law. Contractor's liability and out of pocket expenses is capped at the insurance provided in this agreement.

B. Contractor shall provide commercial general liability insurance to cover the liabilities of Contractor arising out of the Contractor Services with limits of one million dollars (\$1,000,000) for each claim, one million dollars (\$1,000,000) products aggregate and two million dollars (\$2,000,000) general aggregate. Such insurance shall provide that coverage shall not be canceled without thirty (30) days prior notice to Contractor and Customer, or ten (10) days' notice in the event that such coverage is cancelled for non-payment. Contractor shall provide evidence of said insurance, in the form of an insurance certificate, within thirty (30) days from the date hereof. Said certificate shall name Customer as an additional insured.

C. Contractor shall provide general liability and property damage insurance to cover the liabilities of Contractor arising out of the use of vehicles in the performance of Contractor Services with a combined single limit of one million dollars (\$1,000,000), with an umbrella policy of five million dollars (\$5,000,000).

15. Force Majeure. Neither Party shall be liable to the other Party for breach or for failure or delay in the performance of its obligations hereunder caused by any act or occurrence beyond its reasonable control, including, but not limited to: fires; floods; strikes (except any strikes involving a Party's personnel); a change in Federal, State, or local law or ordinance; orders or judgments of any Federal, State or local court, administrative agency or governmental body; change in permit conditions or requirements; accidents; extreme weather conditions including, for example, hurricanes, tornadoes, unusually high amounts of precipitation, unusual extremes of temperature or wind, or unusually



Materials Management Agreement

extended periods of adverse weather conditions; acts of war, aggression or terrorism (foreign or domestic); equipment failure (other than due to the inadequate maintenance thereof); and acts of God. It is specifically understood that, without limitation, none of the following acts, events or circumstances shall constitute an act or occurrence beyond a Party's reasonable control: (i) reasonably anticipated weather conditions normal for the region in which the work is performed or (ii) any failure to pay any sums in accordance with the terms of this Agreement. Whenever the provisions of this Section are believed to apply, the Party relying thereon shall give prompt notice to the other Party of the circumstances, the basis for applicability of this Section and the time required to cure such breach or delay and Contractor and Customer shall use reasonable best efforts to agree on appropriate mitigating actions under the circumstances. This provision provides performance (including schedule) and financial relief if a Force Majeure event interferes with the Contractor's performance.

16. Representation of Authority. Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver and perform this Agreement. Each Party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such Party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on such Party and enforceable in accordance with its terms.

17. Survival of Obligations. Notwithstanding the expiration or sooner termination of this Agreement, any duty or obligation which has been incurred and which has not been fully observed, performed and/or discharged, and any right, conditional or unconditional, which has been created and has not been fully enjoyed, enforced and/or satisfied, shall survive such expiration or termination until such duty or obligation has been fully observed, performed and/or discharged and such right has been fully enjoyed, enforced and/or satisfied.

18. Entire Agreement. This Agreement constitutes the entire agreement of the Parties with respect to the subject matter hereof and supersedes all prior agreements and understandings, both written and verbal, between the Parties with respect to the subject matter hereof.

19. Counterparts. This Agreement may be executed in counterparts, which together shall constitute one and the same contract. The Parties may execute more than one copy of this Agreement, each of which shall constitute an original.

20. Assignment. This Agreement shall be binding upon and inure to the benefit of the Parties thereto and their successors and permitted assigns. The Agreement may not be assigned by either Party without the prior written consent of the other Party, which consent shall not be unreasonably withheld or delayed.

21. Modification. This Agreement may not be amended, altered or modified except in writing signed by the Parties hereto.

22. Governing Law, Venue Selection. This Agreement shall be governed by and construed under the laws of the State of Wisconsin, except as to section 31 below.

23. No Third Party Liability. Neither this Agreement nor any Subcontract is intended to give rise to or recognize any third party beneficiary to this Agreement.

24. Partial Invalidity. If any provision of this Agreement is determined to be invalid, illegal or unenforceable for any reason, that provision shall be deleted from this Agreement and such deletion shall in no way affect, impair, or invalidate any other provision of this Agreement, unless it was material to the consideration for the performance required. If a provision is deleted which is not material to such consideration, the remaining provisions shall be given the force and effect originally intended.

25. Consent to Breach Not Waiver. No term or provision hereof shall be deemed waived and no breach excused, unless such waiver or consent is in writing and signed by the Party claimed to have waived or consented. No consent by any Party to, or waiver of, a breach by the other Party shall constitute consent to, waiver of, or excuse of any other different or subsequent breach. No course of conduct or series of dealings shall constitute a waiver hereunder.

26. Notice. Except as otherwise specifically provided in this Agreement, all notices must be given in writing sent by recognized overnight courier or registered or certified US mail, postage prepaid,

return receipt requested, addressed listed on the first page and with an additional copy of any notice to Contractor sent to:

Synagro Central LLC
435 Williams Court, Suite 100
Baltimore, MD 21220
Attn: Legal Manager

With Copies to:
Synagro Central LLC
2830 Plover Rd
Wisconsin Rapids WI 54495
Attn: Area Director

Notice shall be sent to the referenced persons and addresses unless the Parties are otherwise notified in writing of a change in the name or address of the person to be notified.

27. Consequential Damages. In no event shall Contractor, its affiliated corporations and Affiliates or its and their directors, officers, employees or any of its subcontractors be liable for any incidental, indirect, special, punitive, economic or consequential damages, suffered or incurred by Customer or any of its agents or contractors as a result of Contractor's performance or non-performance of services pursuant to this Agreement.

28. Drafting Responsibility. Neither Contractor nor Customer shall be considered the drafter of this Agreement, and any ambiguities herein shall not be construed against either Contractor or Customer, both having participated in the drafting of this Agreement.

29. Customer Materials. Customer represents and warrants the following with respect to the quality of Customer Materials:

A. Biosolids.

1. **Hazardous Materials.** Customer will not provide Hazardous Materials to Contractor. Should changes in law occur which alter the regulatory requirements governing Hazardous Materials, PFAS/ PFOA's, or other 40 CFR 503 regulated substances, Customer agrees in advance to conform with the new requirements, regulatory standards, disposal limits and requirements, or provide compensation to the Contractor necessary to maintain compliance with the terms and conditions of this Agreement and all state, federal, local and, administrative law requirements.

2. **Polychlorinated Biphenyls.** Customer Materials shall not contain a concentration of polychlorinated biphenyls (PCB's) equal to or greater than 50 milligrams per kilogram (dry weight basis), nor shall Customer Materials violate more stringent state or local standards, where applicable.

3. **Suitability of Materials for Intended Use.** All Customer Materials are suitable for their Intended Use and the qualities and characteristics of Customer Materials meet or exceed the minimum requirements under Laws for Intended Use.

4. **Land Application of Biosolids.** If land application is an Intended Use of Customer Materials, the following shall apply:

a. Customer agrees to provide Contractor with Customer Materials that meet federal, state and local land application criteria at the time they are released to Contractor. Where Contractor Services include pathogen reduction requirements and/or vector attraction reduction, Customer is not obligated to meet pathogen and/or vector attraction reduction requirements

b. Customer shall provide Contractor documentation that Customer's biosolids meet 40 CFR PART 503, state and local land application quality criteria with respect to the three biosolids quality criteria (i.e. metals content, pathogen reduction requirements, and vector attraction reduction requirements) unless Contractor has specifically agreed otherwise as part of the Contractor Services described below. This information is to be supplied to Contractor using a Notice and Necessary Information ("NANI") form or NANI Equivalent within 45 days after the end of the Customer's monitoring period based on the biosolids testing frequency in 40 CFR 503.16. "NANI Equivalent"



Materials Management Agreement

shall mean lab results which clearly show the three biosolids quality criteria are met (e.g. metal test results, fecal coliform test results, SOUR test results). If Customer has more than one Customer Facility, a NANI Form or NANI Equivalent is required for each Customer Facility at which Contractor Services are being provided. If Customer uses more than one treatment process within Customer Facility, (for example, customer produces anaerobically digested and lime stabilized biosolids) a NANI form or NANI Equivalent is required for each treatment process used by the Customer. If Customer has stored biosolids in more than one location/structure within Customer Facility produced over different time periods or tested separately due to its unique characteristics or Customer's desired sampling program, a NANI form or NANI Equivalent are required for each Customer Facility storage location/structure. Contractor shall have the right to rely upon any information or certification provided by Customer and shall not have any independent duty to investigate or inquire regarding the subject matter of Customer's certification or of the information which Customer provides to Contractor. Where Contractor Services include pathogen reduction requirements, the NANI Form or NANI Equivalent provided Customer is not required to document compliance with pathogen reduction requirements by Law. Where Contractor Services include vector attraction reduction, the NANI Form or NANI Equivalent provided by Customer is not required to document compliance with vector attraction reduction requirements.

c. If Customer fails to provide the NANI Form or NANI Equivalent when required by Law, Contractor shall have the immediate right, but not the obligation, to suspend or terminate Contractor Services or this Agreement. Customer shall be liable for all additional costs and expenses arising out of such suspension or termination.

d. Contractor will land apply Customer Materials based on the most current NANI Form or NANI equivalent test results provided to the Contractor.

5. Disposal of Biosolids into Landfill. Where Customer Materials are to be disposed of in landfill(s), Customer Materials must meet the requirements in 40 CFR Part 258 (e.g., pass paint filter test and be non-hazardous per 40 CFR Part 261) and any applicable state requirements

B. Industrial Residuals:

1. ~~Hazardous Materials. Customer will not provide Hazardous Materials to Contractor.~~

2. ~~Polychlorinated Biphenyls. Customer Materials shall not contain a concentration of polychlorinated biphenyls (PCB's) equal to or greater than 50 milligrams per kilogram (dry weight basis), nor shall Customer Materials violate more stringent state or local standards, where applicable.~~

3. ~~Suitability of Materials for Intended Use. All Customer Materials are suitable for their Intended Use and the qualities and characteristics of Customer Materials meet or exceed the minimum requirements under Laws for Intended Use.~~

4. ~~Cadmium. Customer will provide Contractor with the total cadmium (Cd) concentration of the residuals in milligrams per kilograms (mg/kg) dry weight with the frequency required by Laws.~~

5. ~~Disease Vectors. Customer Materials shall not attract disease vectors that endanger public health.~~

6. ~~Disposal of Biosolids into Landfill. Where Customer Materials are to be disposed of in landfill(s), Customer Materials must meet the requirements in 40 CFR Part 258 (e.g., pass paint filter test and be non-hazardous per 40 CFR Part 261) and any applicable state requirements.~~

C. Additional Customer Materials (if any):

30. **Ethics Reporting.** In the event that you become aware of unethical or illegal behavior by any Synagro employee, please

report such behavior to Synagro through its third-party hotline at 888-577-9486. Reports may be anonymous. You may also report it on-line at EthicsPoint - Synagro Technologies.

31. Nonwaiver of Governmental Immunity. Notwithstanding any provision to the contrary contained herein, no provision of this Agreement shall be construed as a waiver of any immunity or limitation of liability granted to or conferred upon any party by applicable provisions of Wisconsin law.



Water Systems

800 Hoffmann Drive • P.O. Box 477 • Watertown WI 53094-0477
WASTEWATER (920) 262-4085 • WATER (920) 262-4075

To: Chairman Board and members of the Public Works Commission October 22, 2025
From: Peter Hartz – Water Systems Manager

Re: October 28, 2025, Public Works Commission agenda item

Water Systems:

Review and take possible action Enter into agreement with City of Waukesha Fire Department and City of Watertown Fire Department for specialized emergency response services.

Background:

Watertown Water Systems disinfects its drinking water using pure chlorine gas. Currently, self-contained breathing apparatus (SCBA) units are not stored outside the chlorine rooms at any of the three treatment plants. A recent review with Fire Chief Reynen revealed that there is no formal agreement with the City of Watertown Fire Department to respond to a chlorine gas release.

To maintain a safe workplace and ensure compliance with state safety requirements, it is necessary to establish specialized emergency response support in the event of a chlorine gas leak or a confined space rescue.

Wisconsin Administrative Code Reference – NR 811.48(7):

When chlorine gas is used, the code requires respiratory protection equipment (NIOSH-approved gas masks with compressed air and at least 30-minute capacity) to be readily available outside chlorine storage rooms. The equipment must be compatible with that used by the local fire department. Alternatively, for installations using 150-pound cylinders, an agreement with the local fire department that has appropriate gas masks and capabilities may be approved by the Department of Natural Resources (DNR).

Current Conditions:

- Water Department staff are prohibited from entering a building during a chlorine gas leak.
- Maintaining SCBA equipment on site would not align with our safety policies.
- The Watertown Fire Department is not trained or equipped to enter a chlorine-contaminated environment, or a confined space.
- In the event of a leak, a mutual aid request would be required for the Waukesha Fire Department HAZMAT Team.

Watertown Water Systems maintains comprehensive Emergency Management Plans for all three water treatment plants. These plans are on file with Wisconsin Emergency Management (WEM) and the State Emergency Response Commission (SERC) and meet off-site planning requirements. However, the current plans list incorrect response agencies, including the Watertown Fire Department and county-level responders. The new agreement will update these emergency response plans to accurately reflect the appropriate specialized response team.

Personal Protective Equipment (PPE):

As listed by Dodge and Jefferson County Emergency Management, available PPE includes safety glasses, boots, gloves, helmets, face shields, and goggles. SDS recommendations also include protective clothing and quick-drench or eyewash facilities for potential contact with cold or evaporating chlorine.

Chlorine Stored On-Site:

- West Treatment Plant: 750 lbs (5 × 150-lb cylinders)
- Central Treatment Plant: 750 lbs
- Northeast Treatment Plant: 750 lbs

Financial Impact: The proposed mutual aid agreement will cost \$9,144 annually.

Recommendation: Approve the mutual aid agreement between the City of Watertown, City of Waukesha Fire Department, and Watertown Water Systems for specialized emergency response to chlorine gas and confined space incidents.

Sincerely,
Peter Hartz

Water Systems Manger