



## FINANCE COMMITTEE MEETING AGENDA

MONDAY, JUNE 08, 2026 AT 5:30 PM

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

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### 1. CALL TO ORDER

### 2. REVIEW AND APPROVE MINUTES

A. Finance Committee minutes from May 11, 2026

B. Finance Committee minutes from May 26, 2026

### 3. OPENING FOR PUBLIC COMMENT

*Each individual who would like to address the Committee will be permitted up to three minutes for their comments on agenda items only*

### 4. BUSINESS

A. Review and take action: EMS Billing Write Offs

B. Review and take possible action: Recommend resolution to modify budget for Economic Development

C. Review and take action: Resolution to support Hiawatha West SDP, station property acquisition and federal grant funding

D. Convene into closed session per §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Intergovernmental Agreement with Jefferson County Economic Development Consortium).

E. Reconvene into open session

F. Review and take possible action: Approval of Resolution to withdraw from the Jefferson County Economic Development Consortium

G. Convene into closed session per §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Claim of J. Wellmann)

H. Reconvene into open session

I. Review and take action: Claim for damages of J. Wellmann

### 5. ADJOURNMENT

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

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*



**FINANCE COMMITTEE MEETING MINUTES**

**MONDAY, MAY 11, 2026, AT 5:30 PM**

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

Finance Committee members present: Mayor Stocks, Alderpersons Arnett, Moldenhauer

Others present: Finance Director Stevens, Public Works Director Beyer, Attorney Panagopoulos (video), Tim Hayden (video)

1. Mayor Stocks called the meeting to order at 5:33 p.m.
2. The Finance Committee **minutes from April 27** were presented. Ald. Arnett moved, seconded by Ald. Moldenhauer, to approve. Unanimously approved.
3. As part of the **McGrath pay study**, sections of the employee handbook are needing to be updated. Key policy changes included in this excerpt of the handbook include:
  - a. The grade and step structure have transitioned from a letter/number system to a number/letter system.
  - b. The section on the placement of new hires was updated to further explain the placement of experienced candidates.
  - c. Manager can recommend candidates between steps A-C based upon the person's experience, while higher steps must be approved by the Mayor.
  - d. Positions assigned at grades 155 and higher will follow additional approval steps (Finance and/or Council review/approval).

A motion to approve the modifications was offered by Ald. Arnett, seconded by Ald. Moldenhauer, and unanimously approved.

4. As part of the **McGrath pay study**, sections of the employee handbook are needing to be updated. Key policy changes included in this excerpt of the handbook include:
  - a. The Certification section has been updated as a result of progressive qualifications for tiered experience being included in job descriptions. A person meeting additional training or certifications can be granted a grade increase when requirements have been met (e.g. Inspector I, Inspector II).
  - b. Tuition reimbursement policy incorporates updated certification section.
  - c. Certifications that are not part of the job description but are related to the position can be considered for step increases.

A motion to approve the modifications was offered by Ald. Moldenhauer, seconded by Mayor Stocks, and unanimously approved.

5. A Memo of Understanding between the City and IAFF Local 877 (fire union) **modifies the Fair Labor Standards Act (FLSA) work period** from a 27-day work period to a 28-day work period and **adjusts the method of sick leave accrual calculation** from twenty-four hours per month to twelve hours per pay period to more closely match the city-wide accrual practice. A motion was made by Ald. Arnett, supported by Ald. Moldenhauer, to agree to these changes. Unanimously approved.

6. A recommendation to **hire Jeffrey Lintonen as Police Captain** at g/s 170-A was presented. A motion to approve was made by Ald. Arnett, seconded by Ald. Moldenhauer, and unanimously approved.
7. Public Works Director Beyer requested approval to enter into an agreement with WisDOT for the **2033 Main St reconstruction project** (East of Welsh Rd to Church St). As part of this project, WisDOT will be reviewing potential traffic signal installation at the intersection of Main St with Dayton St. The estimated total project cost is approximately \$18.1 million with approximately \$6.4 million to be funded by the City (\$250,000 engineering/design participation, \$2,536,000 parking lane and sidewalk/shared-use path, \$3,067,900 water main replacement, \$505,000 sanitary sewer replacement). A motion to make a positive recommendation to Council was made by Ald. Arnett, seconded by Ald. Moldenhauer, and unanimously approved.
8. Note: Ald. Blanke joined the meeting in person.
9. The **Emmet utility extension project** required properties within this boundary to connect to municipal water and sanitary sewer within a defined timeframe. The Public Works Commission (PWC) approved the design work for utility extensions to be completed to add the necessary infrastructure with drainage improvements. The project was publicly bid; the PWC approved the contract award. It is anticipated that approximately \$1.1 million will need to be borrowed to fund the construction costs. Mr. Stevens pursued borrowing options, explained to the committee, and the consensus was for him to **secure bids from banks for a short-term line of credit** that will be refinanced as part of the annual bond financing of 2027.
10. A proposed resolution was presented to accept the bid for publications/advertising of the city and **designate Watertown Daily Times as the official city newspaper** until the third Tuesday of May 2027. Ald. Arnett made this motion, supported by Ald. Moldenhauer, and approved unanimously.
11. Ald. Arnett made a motion, seconded by Ald. Moldenhauer to **convene into closed session** per Sec. 19.85(1)(c), Wis. Stats., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (**2026 Compression Pay Methodology and Payments**). Unanimously approved by voice vote.
12. After reconvening into open session, Ald. Arnett, supported by Ald. Blanke, moved to **approve the compression payments** per the spreadsheet created by the Finance Director in the total amount of \$140,870. Approved unanimously.
13. Ald. Moldenhauer, seconded by Ald. Blanke, moved to adjourn the Finance Committee at 6:24 p.m., and the motion was carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

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



FINANCE COMMITTEE MEETING MINUTES

TUESDAY, MAY 26, 2026, AT 5:00 PM

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

Finance Committee members present: Mayor Stocks, Alderpersons Arnett, Blanke, Moldenhauer, Smith  
Others present: Finance Director Stevens, Public Works Director Beyer, Attorney Panagopoulos

1. Mayor Stocks called the meeting to order at 5:08 p.m.
2. As presented in the May 11 meeting, the **Emmet utility extension** project will require a short-term borrowing. Mr. Stevens secured interest rate offerings from three banks. Ald. Arnett moved to **recommend the Ixonia Bank offer of a line of credit at 4.96%**. Ald. Moldenhauer seconded the recommendation, and all approved.
3. Ald. Blanke made a motion, seconded by Ald. Arnett to **convene into closed session** per §§19.85(1)(c) and 19.85(1)(g) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. **(N.H.)**. Unanimously approved by voice vote.
4. The committee reconvened into open session.
5. Ald. Arnett, seconded by Ald. Blanke, moved to adjourn the Finance Committee at 5:51 p.m., and the motion was carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

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

# Request for Write Off 06.08.26

Call Number	DOS	Balance	Write Off Reason
1600890	5/16/2016	\$634.76	Deceased - No Estate
1601453	8/5/2016	\$785.40	Deceased - No Estate
170911	5/8/2017	\$858.62	Deceased - No Estate
1701505	7/29/2017	\$650.19	Deceased - No Estate
1800507	3/12/2018	\$635.15	Deceased - No Estate
1800240	1/31/2018	\$634.80	Deceased - No Estate
1800285	2/7/2018	\$1,469.69	Deceased - No Estate
1802084	10/16/2018	\$700.91	Deceased - No Estate
013-21-2184	10/18/2021	\$96.29	Deceased - No Estate
013-22-2445	1/14/2022	\$918.65	Deceased - No Estate
013-23-2184	9/25/2023	\$295.00	Deceased - No Estate
013-23-2287	10/7/2023	\$1,133.00	Deceased - No Estate
013-24-0179	1/19/2024	\$265.00	Deceased - No Estate
013-24-0454	2/25/2024	\$200.00	Deceased - No Estate
013-24-0539	3/6/2024	\$275.00	Deceased - No Estate
2400770	4/3/2024	\$275.00	Deceased - No Estate
2400815	4/10/2024	\$290.00	Deceased - No Estate
2400890	4/20/2024	\$152.85	Deceased - No Estate
2400987	5/2/2024	\$300.00	Deceased - No Estate
2401096	5/17/2024	\$1,163.80	Deceased - No Estate
2401104	5/18/2024	\$87.90	Deceased - No Estate
2401321	6/13/2024	\$1,311.00	Deceased - No Estate
2401427	6/25/2024	\$1,000.00	Deceased - No Estate
2401644	7/22/2024	\$1,152.80	Deceased - No Estate
2401819	8/16/2024	\$1,728.80	Deceased - No Estate
2402028	9/11/2024	\$300.00	Deceased - No Estate
1600791	5/3/2016	\$954.80	Department of Revenue Determined Uncollectible
1601364	7/22/2016	\$869.15	Department of Revenue Determined Uncollectible
1602077	11/11/2016	\$651.17	Department of Revenue Determined Uncollectible
1700859	4/28/2017	\$883.52	Department of Revenue Determined Uncollectible
1700948	5/14/2017	\$625.40	Department of Revenue Determined Uncollectible
1702049	10/9/2017	\$770.10	Department of Revenue Determined Uncollectible

# Request for Write Off 06.08.26

Section 4, Item A.

1801155	6/14/2018	\$726.01	Department of Revenue Determined Uncollectible
1800315	2/11/2018	\$779.27	Department of Revenue Determined Uncollectible
1801525	8/1/2018	\$791.31	Department of Revenue Determined Uncollectible
013-18-2217	11/5/2018	\$265.00	Department of Revenue Determined Uncollectible
013-19-1558	7/29/2019	\$727.86	Department of Revenue Determined Uncollectible
013-20-0394	2/26/2020	\$265.00	Department of Revenue Determined Uncollectible
013-20-0704	4/23/2020	\$123.53	Department of Revenue Determined Uncollectible
1800706	4/9/2018	\$17.17	Small Balance
013-22-2436	11/14/2022	\$3.86	Small Balance
013-24-0618	3/14/2024	\$13.96	Small Balance
<b>Amount for Write Offs</b>		<b>\$25,781.72</b>	

MEMO

TO: Finance Committee

FROM: Andrea Peters

DATE: June 8, 2026

RE: Ambulance Billing Write Offs

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Attached to this memo is a list of accounts that I am asking for approval to be written off. On all the accounts listed, I have exhausted all collections efforts. This list explains the reason each account is no longer collectable.

Writing off uncollectible debts is a normal business practice and is a requirement by the auditors.

**RESOLUTION TO  
MODIFY 2026 ECONOMIC DEVELOPMENT FUND BUDGET**

Section 4, Item B.

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

**WHEREAS**, the budgeted amount for the Economic Development Coordinator has been determined not to be sufficient; and,

**WHEREAS**, the demands for this position require more hours to help ensure the growth of the city of Watertown; and,

**WHEREAS**, the approved budget affords 27 hours per week and 34 hours has been determined to be a more accurate number; and,

**WHEREAS**, an increase as of June 24 for the additional wages and required benefits total \$7,973;

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

That the 2026 City of Watertown Budget be amended as detailed below:

Account #	Name	Curr Bdgt	+ / -	Modified
<b>60 Economic Development</b>				
60-51-05-10	Wages	51,490	6,942	58,432
60-51-05-33	WRS	3,707	500	4,207
60-51-05-34	Social Security	3,192	430	3,622
60-51-05-35	Medicare	747	101	848
	Impact on Fund Balance		(7,973)	

	YES	NO
DAVIS		
LAMPE		
BERG		
NITECKI		
BLANKE		
SMITH		
ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

ADOPTED \_\_\_\_\_, 2026 \_\_\_\_\_

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

APPROVED \_\_\_\_\_, 2026 \_\_\_\_\_

\_\_\_\_\_  
MAYOR

**RESOLUTION TO  
SUPPORT HIAWATHA WEST SERVICE DEVELOPMENT PLAN,  
STATION PROPERTY ACQUISITION, AND FEDERAL GRANT  
FUNDING**

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

**WHEREAS**, the City of Watertown (the “City”) has been briefed by Amtrak on the Hiawatha West Service Development Plan; and,

**WHEREAS**, the City recognizes the significant regional mobility, economic, and environmental benefits associated with expanded Amtrak intercity passenger rail service; and,

**WHEREAS**, the Hiawatha West corridor would enhance connectivity between Watertown and major employment, education, healthcare, and cultural destinations throughout southeastern Wisconsin and the Midwest; and,

**WHEREAS**, the City has proactively advanced readiness for passenger rail service, including identifying a preferred station location at the 1998-South Site (3rd Street); and,

**WHEREAS** the City continues to coordinate with the property owner of the identified station location to address station-area needs related to parking and access; and,

**WHEREAS**, the City supports the Wisconsin Department of Transportation’s application to the Federal Railroad Administration’s Consolidated Rail Infrastructure and Safety Improvements (CRISI) program for the Hiawatha West as an investment in safety, efficiency, and reliability of intercity passenger rail; and,

**WHEREAS**, the City remains committed to ongoing collaboration with Amtrak, the Wisconsin Department of Transportation, and the Federal Railroad Administration as planning for the corridor advances; and,

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

That based on the foregoing, and the objectives of the City, the proper City Officials be and are hereby authorized to sign and submit to the Federal Railroad Administration on behalf of the City in relation to the Hiawatha West Project 1) letter of support for the Service Development Plan 2) letter of support with the property owner of the identified preferred site for the Watertown station and 3) letter of support for Federal Rail Administration CRISI grant application..

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

	YES	NO
DAVIS		

ADOPTED \_\_\_\_\_

(Month Day, 2026) Exhibit XXXX

LAMPE		
BERG		
NITECKI		
BLANKE		
SMITH		
ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

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

APPROVED \_\_\_\_\_

\_\_\_\_\_  
MAYOR

May 28, 2026

The Honorable Administrator Fink  
Federal Railroad Administration  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

RE: City of Watertown Letter of Support – Hiawatha West Service Development Plan

Dear Administrator Fink:

On behalf of the City of Watertown, Wisconsin, I write to express the City's strong support for the Hiawatha West Service Development Plan and the proposed expansion of Amtrak intercity passenger rail service to Watertown.

The City of Watertown views the Hiawatha West corridor as a critical investment that will expand regional mobility, strengthen economic competitiveness, and provide residents, businesses, and visitors with safe, reliable, and environmentally sustainable transportation options. Direct intercity passenger rail service will significantly improve connectivity between Watertown and major employment, education, healthcare, and cultural destinations throughout southeastern Wisconsin and the broader Midwest.

The City of Watertown has taken proactive steps to advance readiness for Amtrak service, including identifying a preferred station location at 1998-South Site (3<sup>rd</sup> Street). This site has been reviewed by Amtrak for operational feasibility and rail compatibility, with no significant issues identified, representing an important milestone toward implementation. Concurrently, the City is coordinating with the property owner and key stakeholders to address station-area needs such as parking, access, circulation, and multimodal connectivity, ensuring a safe, convenient, and accessible passenger experience while positioning the area for future transit-oriented and economic development.

Watertown remains committed to continued coordination with Amtrak, the Wisconsin Department of Transportation, and the Federal Railroad Administration as planning progresses. The City stands ready to serve as a constructive and reliable partner to help advance the Hiawatha West corridor from planning through implementation.

We appreciate the Federal Railroad Administration's leadership in advancing passenger investments that strengthen communities and expand transportation choices nationwide. We respectfully urge continued federal support for the Hiawatha West Service Development Plan and future Amtrak service to Watertown.

Thank you for your consideration. Please do not hesitate to contact the City should additional information be helpful.

Sincerely,

Robert Stocks  
Mayor  
City of Watertown

cc: Wisconsin Department of Transportation  
Amtrak

May 28, 2026

The Honorable Administrator Fink  
Federal Railroad Administration  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

RE: Joint Letter of Support Regarding Property Acquisition for the Hiawatha West Service Development Plan

Dear Administrator Fink:

The City of Watertown and the undersigned property owner of 1013 S Third St jointly submit this letter to express our mutual support for continued collaboration regarding the Hiawatha West Service Development Plan, which contemplates the City's potential acquisition of the above-referenced property.

Both parties acknowledge that the City and the property owner are engaged in constructive, good-faith discussions regarding the property's suitability for the project and the general path forward for a possible transfer of ownership from Mr. Loeb to the City. At this stage, the parties are aligned in their intention to explore the feasibility of acquisition and to continue working together toward the shared goal of advancing the proposed expansion of Amtrak intercity passenger rail service to Watertown. Both parties view this proposed project as a significant benefit to the Watertown community.

We look forward to continued productive collaboration as the Project moves through its evaluation and planning phases.

Sincerely,

Robert Stocks  
Mayor  
City of Watertown

Bruce Loeb  
Property Owner

cc: Wisconsin Department of Transportation  
Amtrak

June 2, 2026

David Fink, Administrator  
Federal Railroad Administration  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

**RE: Funding Commitment Letter of Support for FRA CRISI Grant Application –Hiawatha West Project**

Dear Administrator Fink,

On behalf of the City of Watertown, I am pleased to offer our strong support for the Wisconsin Department of Transportation’s application to the Federal Railroad Administration’s Consolidated Rail Infrastructure and Safety Improvements (CRISI) program for the Hiawatha West Project.

The proposed extension of Amtrak Hiawatha Service to Pewaukee, Watertown, and Madison represents an important investment in regional mobility, economic development, and transportation safety. The City of Watertown strongly supports this effort and the critical improvements to passenger rail and freight infrastructure that this project will deliver.

As a community that stands to benefit directly from this expanded service, Watertown recognizes the importance of reliable, efficient passenger rail in enhancing access to employment centers, expanding workforce opportunities, and supporting long-term economic vitality. The Hiawatha West Project will strengthen connections between communities in southeastern Wisconsin and the greater Chicago region, benefiting residents, businesses, and visitors alike.

The City of Watertown, in consultation with Amtrak, has worked to identify a location for the Amtrak station that works for the host railroad CPKC, Amtrak, and our community. This station will provide a strategic and accessible rail connection for our residents and surrounding areas, foster economic growth, and integrate rail service with our local and regional transportation network.

To demonstrate our commitment to this project, the City of Watertown pledges a **\$65,000 local match**, which will be directed toward the **improvements in Watertown**. This investment reflects

our strong belief in the long-term value of the Hiawatha West Project and our willingness to in delivering critical infrastructure improvements.

The project also advances key transportation priorities by improving safety at grade crossings, reducing roadway congestion, and offering a safe and reliable travel option. These benefits align with the City’s commitment to regional connectivity and economic opportunity.

We respectfully request the Federal Railroad Administration support the Hiawatha West Project through the CRISI program. This investment will deliver lasting benefits to Watertown and the broader region.

Thank you for your consideration.

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Sincerely,

Robert Stocks  
Mayor  
City of Watertown

cc: Wisconsin Department of Transportation  
Amtrak

**RESOLUTION TO  
WITHDRAW FROM THE JEFFERSON COUNTY ECONOMIC  
DEVELOPMENT CONSORTIUM**

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

**WHEREAS**, the City of Watertown (“City”) has been a member of the Jefferson County Economic Development Consortium (“JCEDC”), a public intergovernmental enterprise organized under Wis. Stat. Sec. 66.030, since 2003; and,

**WHEREAS**, the City is contributing \$21,942.00 in 2026 for JCEDC membership; and,

**WHEREAS**, JCEDC is currently exploring a revised organizational model; and,

**WHEREAS**, in Spring 2026, the City of Watertown Finance Committee and City staff expressed concerns regarding transparency, return on investment, and communication under the current JCEDC structure; and,

**WHEREAS**, as directed by the City of Watertown Finance Committee, the City has shared these concerns with JCEDC; and

**WHEREAS**, the City’s concerns identified in Spring 2026 remain and future JCEDC structure has not been determined to date; and

**WHEREAS**, pursuant to the Intergovernmental Agreement Continuing the JCEDC (Revised 09-22-2022), members wishing to withdraw from the JCEDC must provide written notice at least six months prior to the effective withdrawal date.

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

That based on the foregoing, and the objectives of the City, the proper City Officials be and are hereby authorized to submit written notice of the City’s withdrawal from the JCEDC, effective no later than June 30, 2026.

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

	YES	NO
DAVIS		
LAMPE		
BERG		
NITECKI		
BLANKE		
SMITH		

ADOPTED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

(Month Day, 2026) Exhibit XXXX

ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

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MAYOR