

WATERLOO CITY COUNCIL

Regular Meeting Agenda

Date: February 19, 2019

Time: 7:30 p.m.

1. Call to Order.
2. Roll Call.
3. Pledge of Allegiance.
4. Correction or Withdrawal of Agenda Items by Sponsor.
5. Approval of Minutes as Written or Amended.
6. Petitions by Citizens on Non-Agenda Items.
7. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector.
 - B. Report of Treasurer.
 - C. Report of Subdivision and Zoning Administrator.
 - D. Report of Building Inspector / Code Administrator.
 - E. Report of Director of Public Works.
 - F. Report of Chief of Police.
 - G. Report of City Attorney.
 - H. Report and Communication by Mayor.
8. Report of Standing Committees.
9. Report of Special Committees.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
11. Unfinished Business.
12. Miscellaneous Business.
 - A. Consideration and Action on Renewal of the Chester Billboard Contract through the Tourism Bureau of Southern Illinois for a two-year term at a cost of \$275.00 per four-week period (\$234.00 after Tourism Bureau discount) to be paid out of the Hotel / Motel Tax Fund.
 - B. Consideration and Action on Ad to be placed in the Tourism Times Spring / Summer Issue in the amount of \$786.00 to be paid out of the Hotel / Motel Tax Fund.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
14. Motion to Adjourn.

DATES TO REMEMBER

- Feb. 21, 2019 – Zoning Board of Appeals Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Feb. 26, 2019 – American Legion Meeting, Waterloo City Hall: Second Floor, 7:00 p.m.
Mar. 04, 2019 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Mar. 11, 2019 – Planning Commission Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Mar. 12, 2019 – Sister Cities Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
Mar. 13, 2019 – Minister’s Meeting, Waterloo City Hall: Second Floor, 8:00 a.m.
Mar. 13, 2019 – Park District Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
Mar. 14, 2019 – Violence Prevention Meeting, Waterloo City Hall: Second Floor, 4:00 p.m.
Mar. 18, 2019 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Mar. 21, 2019 – Zoning Board of Appeals Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Mar. 26, 2019 – American Legion Meeting, Waterloo City Hall: Second Floor, 7:00 p.m.

**MINUTES OF THE
CITY COUNCIL MEETING
FEBRUARY 04, 2019**

1. The meeting was called to order by Mayor Smith at 7:30 p.m.
2. The following Aldermen were present: Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller.
3. Pledge of Allegiance led by Mayor Tom Smith.
4. Correction or Withdrawal of Agenda Items by Sponsor. None.
5. Approval of Minutes as Written or Amended.
Motion made by Alderman Darter and seconded by Alderman Heller to approve the January 21, 2019, 7:30 p.m., City Council Minutes. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins, and Trantham voting yea.
6. Petitions by Citizens on Non-Agenda Items. None.
7. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector. No report.
 - B. Report of Treasurer. No report.
 - C. Report of Zoning Administrator. No report.
 - D. Report of Director of Public Works.
Director Birk reported all the Christmas lights have been taken down.
 - E. Report of Chief of Police. No report.
 - F. Report of City Attorney. No report.
 - G. Report and Communication by Mayor.
 1. Mayor Smith expressed sympathy to Alderman Hopkins upon the death of his father on behalf of the City and the Aldermanic Council.
8. Report of Standing Committees. No report.
9. Report of Special Committees. No report.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Resolution No. 19-02 Authorizing the Execution of a Professional Services Agreement-Task Order No. 3 between the City of Waterloo, IL and HMG, Inc. for Design and Bidding Services related to the New 2.0-3.25 Million Gallon Water Treatment Facility with a Not to Exceed Amount of \$830,000.00.
Motion made by Alderman Darter and seconded by Alderman Buettner to approve Resolution No. 19-02 authorizing the execution of a Professional Services Agreement-Task Order No. 3 between the City of Waterloo, IL and HMG, Inc. for design and bidding services related to the new 2.0-3.25 million-gallon water treatment facility with a not to exceed amount of \$830,000.00. Discussion. Alderman Darter stated the Water & Sewer Committee was 100% in agreement with Resolution No. 19-02. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins and Trantham voting yea.

- B. Consideration and Action on Resolution No. 19-03 authorizing the Execution of a Professional Services Agreement-Task Order No. 4 between the City of Waterloo, IL and HMG, Inc. for Easement Services related to the new 2.0-3.25 Million Gallon Water Treatment Facility with a Not to Exceed Amount of \$145,000.00.

Motion made by Alderman Darter and seconded by Alderman Heller to approve Resolution No. 19-03 authorizing the execution of a Professional Services Agreement-Task Order No. 4 between the City of Waterloo, IL and HMG, Inc. for easement services related to the new 2.0-3.25 million-gallon water treatment facility with a not to exceed amount of \$145,000.00. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins and Trantham voting yea.

11. Unfinished Business. None.

12. Miscellaneous Business.

- A. Consideration and Action on Consideration and Action on Warrant No. 574.

Motion made by Alderman Darter and seconded by Alderman Row to approve Warrant No. 475. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins, and Trantham voting yea.

- B. Consideration and Action on Downtown Beautification Grant for the Obernagel-Fitzgibbons Office Building at 114 North Main Street.

Motion made by Alderman Notheisen and seconded by Alderman Row to approve a Beautification Grant for the Obernagel-Fitzgibbons Office Building at 114 North Main Street. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.

- C. Consideration and Action on Downtown Beautification Grant for The Vaults Workspace at 101 South Main Street.

Motion made by Alderman Buettner and seconded by Alderman Row to approve a Downtown Beautification Grant for The Vaults Workspace at 101 South Main Street. Motion passed unanimously with Aldermen Buettner, Row, Heller, Notheisen, Thomas, Hopkins, Trantham and Darter voting yea.

- D. Consideration and Action on Downtown Beautification Grant for Uncle John's RRR Bar at 141 South Main Street.

Motion made by Alderman Notheisen and seconded by Alderman Hopkins to approve a Downtown Beautification Grant for Uncle John's RRR Bar at 141 South Main Street. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.

- E. Consideration and Action on Approval of the Country Club Hills Phase III and IV Preliminary Plat.

Motion made by Alderman Row and seconded by Alderman Heller to approve the Country Club Hills Phase III and IV Preliminary Plat. Discussion. Alderman Heller reported the Planning Committee unanimously approved this decision for Country Club Hills Phase III and IV. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.

- F. Consideration and Action on Special Event Permit Request from Waterloo Citizens for a Pool for a 5K Walk/Run to be held on March 16, 2019, 6:00 a.m. to 12:00 p.m.

Motion made by Alderman Thomas and seconded by Alderman Heller to approve a Special Event Permit Request from Waterloo Citizens for a Pool for a 5K Walk/Run to be held on March 16, 2019, 6:00 a.m. to 12:00 p.m. Motion passed unanimously with Aldermen Thomas, Hopkins, Trantham, Darter, Buettner, Row, Heller and Notheisen voting yea.

- G. Consideration and Action on Contribution in the Amount of \$1,500.00 to the Waterloo Chamber of Commerce to assist with the Purchase of Six (6) New Christmas Decorations to be paid out of Downtown Beautification/Video Gaming Revenue.

Motion made by Alderman Hopkins and seconded by Alderman Row to approve a contribution in the amount of \$1,500.00 to the Waterloo Chamber of Commerce to assist with the purchase of six (6) new Christmas decorations to be paid out of Downtown Beautification/Video Gaming Revenue. Motion passed unanimously with Aldermen Hopkins, Trantham, Darter, Buettner, Row, Heller, Notheisen and Thomas voting yea.

13. Discussion of Matters by Council Members Arising After Agenda Deadline. None.
14. Motion to Adjourn made by Alderman Notheisen and seconded by Alderman Buettner. Motion passed with unanimous voice vote. Mayor Smith adjourned the meeting at 7:48 p.m.

**Barbara Pace,
CITY CLERK**

**CITY OF WATERLOO, ILLINOIS
COLLECTION REPORT**

	2017-2018 ACTUAL AMOUNT	2018-2019 BUDGETED AMOUNT	% INCREASE/ DECREASE	2018 JAN	2019 JAN	% INCREASE/ DECREASE	2017-2018 FISCAL YTD	2018-2019 FISCAL YTD	% INCREASE/ DECREASE
ELEC SALES	11,374,889.69	11,282,000.00	-0.82%	846,093.46	887,545.76	4.90%	8,706,276.11	8,893,371.25	2.15%
ELEC TAX	272,696.74			20,446.94	21,617.88	5.73%	209,060.00	219,621.23	5.05%
ELECT MISC.	311,492.00	189,280.00	-39.23%	6,430.00	28,257.00	339.46%	229,754.00	215,988.00	-5.99%
SUBTOTAL	11,959,078.43	11,471,280.00	-4.08%	872,970.40	937,420.64	7.38%	9,145,090.11	9,328,980.48	2.01%
BEGINNING UNAPPLIED	421,005.50			42,947.56	48,171.62	12.16%	296,449.12	328,107.52	10.68%
UNAPPLIED CASH REC'D	113,557.31			14,944.80	39,599.73	164.97%	87,294.00	124,906.47	43.09%
UNAPPLIED DISBURSED	109,328.98			8,754.14	37,579.56	329.28%	68,543.24	109,330.47	59.51%
ENDING UNAPPLIED	425,233.83			49,138.22	50,191.79	2.14%	315,199.88	343,683.52	9.04%
GAS SALES	2,649,237.71	2,615,000.00	-1.29%	302,230.67	358,846.61	18.73%	1,315,534.62	1,546,789.09	17.58%
GAS TAX	74,281.38			8,873.86	10,816.94	21.90%	34,400.32	42,044.65	22.22%
GAS MISC.	114,945.00	82,800.00	-27.97%	5,329.00	13,485.00	353.05%	82,300.00	108,923.00	32.35%
SUBTOTAL	2,838,464.09	2,697,800.00	-4.96%	305,775.53	383,148.55	25.30%	1,432,234.94	1,697,756.74	18.54%
WATER SALES	2,398,117.55	2,463,000.00	2.71%	202,434.82	228,755.46	13.00%	1,873,904.98	1,817,419.95	-3.01%
WATER MISC.	104,341.00	95,950.00	-8.04%	3,731.00	3,064.00	-17.88%	73,525.00	79,024.00	7.48%
SUBTOTAL	2,502,458.55	2,558,950.00	2.26%	206,165.82	231,819.46	12.44%	1,947,429.98	1,896,443.95	-2.62%
SEWER SALES	1,780,174.39	1,845,000.00	3.64%	153,203.47	171,528.06	11.96%	1,380,755.18	1,340,893.49	-2.89%
SEWER MISC.	265,464.00	243,200.00	-8.39%	24,213.00	11,085.00	-54.22%	189,351.00	140,536.00	-25.78%
SUBTOTAL	2,045,638.39	2,088,200.00	2.08%	177,416.47	182,613.06	2.93%	1,570,106.18	1,481,429.49	-5.65%
CITY TAX	521,024.56	504,000.00	-3.27%	44,860.16	50,050.69	11.57%	368,310.13	390,915.75	6.14%
MISC.	17,071.00	30,150.00	76.62%	3,640.00	9,717.00	366.95%	11,335.00	61,746.00	444.74%
SUBTOTAL	538,095.56	534,150.00	-0.73%	41,220.16	59,767.69	45.00%	379,645.13	452,661.75	19.23%
REFUSE FEE	744,854.09	779,850.00	4.70%	66,963.31	65,420.06	-2.30%	559,882.48	570,836.00	1.96%
VEHICLE STICKER	-	-		-	-		-	-	
FINES	71,970.00	75,000.00	4.21%	4,954.00	3,636.00	-26.60%	55,755.00	33,493.00	-39.93%
PERMITS	128,676.00	125,000.00	-2.86%	10,401.00	4,228.00	-59.35%	95,655.00	58,933.00	-38.39%
INSPECTION FEES	17,275.00	20,000.00	15.77%	1,350.00	1,425.00	5.56%	13,950.00	13,325.00	-4.48%
FRANCHISE FEES	124,668.00	125,000.00	0.27%	36,631.00	36,924.00	0.80%	107,371.00	108,286.00	0.85%
LIQUOR LICENSE	9,806.00	14,000.00	42.77%	1,010.00	-	-100.00%	8,225.00	20,080.00	144.13%
INFRASTRUCTURE FEE	239,509.00	235,000.00	-1.88%	19,110.00	19,755.00	3.38%	181,136.00	173,534.00	-4.20%
HOTEL/MOTEL TAX	20,538.00	22,000.00	7.12%	1,975.00	1,356.00	-31.34%	17,141.00	16,733.00	-2.38%
MISC.	241,826.00	170,515.00	-29.49%	12,448.00	19,811.00	59.15%	165,090.00	175,837.00	6.51%
REPLACEMENT TAX	51,943.00	55,250.00	6.37%	6,168.00	6,658.00	7.94%	35,225.00	38,161.00	8.33%
COUNTY TAX	400,461.00	418,000.00	4.38%	10,353.00	268,481.00	2493.27%	400,461.00	356,397.00	-11.00%
SALES TAX	2,184,317.00	2,250,000.00	3.01%	188,102.00	184,804.00	-1.75%	1,612,521.00	1,644,934.00	2.01%
BUSINESS DISTRICT TAX	91,963.00	90,000.00	-2.13%	8,565.00	8,304.00	-3.05%	70,483.00	65,026.00	-7.74%
VIDEO GAMING	102,878.00	104,000.00	1.09%	7,948.00	9,711.00	22.18%	75,206.00	84,925.00	12.92%
INCOME TAX	1,328,455.00	1,328,000.00	-0.03%	95,983.00	119,591.00	24.60%	973,358.00	1,003,792.00	3.13%
SUBTOTAL	5,759,139.09	5,811,615.00	0.91%	471,961.31	750,104.06	58.93%	4,371,459.48	4,364,292.00	-0.16%
MOTOR FUEL TAX	268,215.00	292,000.00	8.87%	27,747.00	23,618.00	-14.88%	201,176.00	226,918.00	12.80%
MISC	8,746.00	8,500.00	-2.81%	863.00	1,560.00	80.76%	5,958.00	11,263.00	89.04%
SUBTOTAL	276,961.00	300,500.00	8.50%	28,610.00	25,178.00	-12.00%	207,134.00	238,181.00	14.99%
UTILITY DEPOSITS	128,925.00	-		10,100.00	5,925.00	-41.34%	96,125.00	88,375.00	-8.06%
TOTAL DEPOSITS	26,162,317.42	25,462,495.00	-2.67%	2,129,164.49	2,615,576.19	22.85%	19,236,518.82	19,673,026.88	2.27%

February 19, 2019

To: Mayor Tom Smith
City Attorney
City Aldermen

Re: Treasurer's Report

Attached, please find the January 31, 2019 Treasurer's Report for the City of Waterloo.

I welcome any questions or comments you may have about this report. I can be reached at State Bank of Waterloo weekdays from 8:00 AM – 5:00 PM. The phone number is 618-939-7194.

Sincerely,

Brad A. Papenberg

Brad A Papenberg
City Treasurer

**TREASURER'S REPORT
CITY OF WATERLOO**

For the month ending
January 31, 2019

CHECKING ACCOUNT	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
Petty Cash	\$ 497.98	\$ -	\$ -	\$ 497.98
Utility Deposit	67,160.37	6,102.48	1,075.00	72,187.85
General Fund	(34,508.28)	1,046,150.96	1,032,663.44	(21,020.76)
Motor Fuel Tax	45,283.56	28.30	17,263.98	28,047.88
Water Fund	(112,961.31)	326,655.34	227,516.56	(13,822.53)
Sewer Fund	565,275.26	397,161.26	624,542.11	337,894.41
Gas Fund	(544,263.08)	380,236.43	332,275.46	(496,302.11)
Electric Fund	1,610,440.25	947,946.89	699,794.24	1,858,592.90
Capital Improvements	568,419.35	54,655.92	217,951.07	405,124.20
D.A.R.E.	624.01	2,501.60	-	3,125.61
Interest	7,555.23	1,958.12	7,555.23	1,958.12
Hotel/Motel Tax	125,979.75	1,670.86	-	127,650.61
TOTALS:	\$2,299,503.09	\$3,165,068.16	\$3,160,637.09	\$2,303,934.16

INVESTED FUNDS

Capital Improvements	\$ 2,275,667.64	6,278.03	-	\$ 2,281,945.67
Electric	\$ 6,230,140.73	17,187.48	-	\$ 6,247,328.21
E-Pay Utility Bills	5,106.62	45,352.31	42,346.41	8,112.52
Farm Account Income	144,406.59	24.53	-	144,431.12
Gas	4,224,097.48	11,653.28	-	4,235,750.76
General Fund	5,893,005.05	365,372.12	-	6,258,377.17
Motor Fuel	702,249.19	25,149.48	-	727,398.67
Pension Reserve	1,691,741.91	359.20	-	1,692,101.11
Sewer	2,004,339.49	5,529.49	-	2,009,868.98
Utility Deposits	307,348.48	847.90	-	308,196.38
Water	2,372,313.46	6,544.65	-	2,378,858.11

Total Invested Funds:	\$25,850,416.64	\$484,298.47	\$42,346.41	\$26,292,368.70
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Total All City Funds:	\$28,149,919.73	\$3,649,366.63	\$3,202,983.50	\$28,596,302.86
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Debt and Pension Obligations	Date Opened	Original Balance	Current Balance	Rate	Payment Dates
IEPA Sewer Loan	5/24/2007	\$12,372,060.00	\$5,820,218.88	2.50%	Jan and July
Unfunded Actuarial Accrued Liability - IMRF			\$0.00		
Unfunded Actuarial Accrued Liability - Police			<u>\$3,900,765.00</u>		
Total Liabilities		\$12,372,060.00	\$9,720,983.88		

Respectfully Submitted,

Brad A. Papenberg

Brad A. Papenberg
City Treasurer

Building Inspector/Code Administrator Monthly Report 1/31/19

	January	February	March	April	May	June	July	August	September	October	November	December	Total
New Construction Inspections:													
2019	31												31
2018	20	30	33	45	42	57	41	45	27	45	23	27	435
2017	29	33	47	45	40	58	51	69	70	42	38	36	558
2016	12	14	23	30	49	26	44	21	42	35	20	23	339
2015	21	16	19	32	19	37	13	47	26	29	19	15	293
New Construction Re-Inspections:													
2019	4												4
2018	3	8	4	10	3	9	6	12	5	19	5	8	92
2017	8	5	6	11	4	9	5	7	9	8	5	7	84
Rental Inspections:													
2019	19												19
2018	17	12	16	15	10	26	14	31	19	21	23	10	214
2017	12	15	19	11	8	23	19	16	28	26	25	20	222
2016	21	15	12	18	26	23	26	23	20	22	17	16	239
Rental Re-Inspections:													
2019	12												12
2018	6	6	10	7	4	13	9	20	8	15	9	7	114
2017	9	8	13	1	8	13	14	9	17	11	13	14	130
Dumpster/POD Permits Issued:													
2019	8												8
2018	8	6	6	11	9	14	9	13	14	12	12	6	120
2017	9	7	13	16	10	13	13	9	13	6	9	5	123
2016	5	12	8	15	13	14	14	10	11	15	8	5	130
Motor Vehicle Violation Notices:													
2019	7												7
2018	9	6	2	3	2	2	1	2	0	1	7	3	38
2017	12	2	15	2	3	5	3	6	1	1	0	4	54
Property Violation Notices:													
2019	4												4
2018	14	14	9	19	26	14	10	20	5	8	20	8	167
2017	7	11	10	14	22	8	15	11	4	3	7	4	116
Ordinance Violation Tickets Issued:													
2019	0												0
2018	0	0	3	0	7	0	5	6	0	0	4	5	30
2017	1	0	5	1	3	1	4	2	3	7	3	1	31

AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:
February 19, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and action on renewal of the Chester Billboard contract through
The Tourism Bureau of Southern Illinois for a two year term at a cost of \$275.00
per four-week period (\$234.00 after Tourism Bureau discount)
to be paid out of the Hotel/Motel Tax Fund.

3. Relief or action to be requested:
Approval.

4. Submittal date: February 12, 2019

Submitted by:
Sarah Deutch

DISPOSITION

5. Matter to be placed on agenda for meeting date requested.
 Matter to be placed on agenda for meeting to be held on
 Matter referred to



Mayor

AGENDA REQUEST

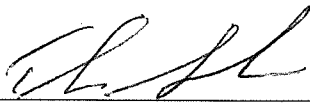
(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:
February 19, 2019
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on Ad to be placed in the Tourism Times
Spring/Summer Issue in the amount of \$786.00 to be paid out of the Hotel/Motel
Tax Fund.
3. Relief or action to be requested:
Approval.
4. Submittal date: February 12, 2019

Submitted by:
Sarah Deutch

DISPOSITION

5. Matter to be placed on agenda for meeting date requested.
 Matter to be placed on agenda for meeting to be held on
 Matter referred to



Mayor