

WATERLOO CITY COUNCIL

Regular Meeting Agenda

Date: March 18, 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 Director of Public Works.
 - E. Report of Chief of Police.
 - F. Report of City Attorney.
 - G. Report and Communication by Mayor.
 1. Appointment of Mr. Kermit Constantine to fill a vacant position on the Waterloo Community Leaders Committee of the William Zimmer Family Foundation.
 2. Appointment of Mr. Ken Hartman, Jr. to the Zoning Board of Appeals for a 5-Year Term to Expire on February 01, 2024.
8. Report of Standing Committees.
9. Report of Special Committees.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Resolution No. 19-04 Approving the Mayor's Signature on a Master Pole Attachment Agreement between the City of Waterloo, IL and ExteNet Systems, Inc.
11. Unfinished Business.
12. Miscellaneous Business.
 - A. Consideration and Action on Appointment of Mrs. Donna Robert to the Waterloo Cemetery Board for a Three-Year Term to Expire on April 01, 2022.
 - B. Consideration and Action on Waterloo Millers advertising in the amount of \$400.00 for Tourism from the Hotel / Motel Tax Fund.
 - C. Consideration and Action on City's Annual \$7,500.00 Contribution to Western Egyptian.
 - D. Consideration and Action on a Special Event Permit Request from Philomena & Ruth for their 4th Anniversary Party to be held on Sunday, April 28, 2019 from 11 a.m. to 5:00 p.m. with the closure of parking spaces in front of 118 and 124 West Mill Street.
 - E. Consideration and Action on a Special Event Permit Request from the Southern Illinois Beer Trail Association (Tammy & Chris Rahn – Stubborn German Brewing Company) for a Beer Trail Bash Event to be held on Saturday, June 15, 2019 from 9:00 a.m. to 6:00 p.m. on the Courthouse Lawn with possible street closures of Mill, Main and Third Streets surrounding the Courthouse.
 - F. Consideration and Action on a Special Event Permit Request from Stubborn German Brewing Company for their Annual StubbornFest to be held on Friday, October 4, 2019 3:00 p.m. through Saturday, October 5, 2019 at 12:00 midnight, with the closure of Main Street from Mill to Alley south of Stubborn German.
 - G. Consideration and Action on Signing of a Letter to Assistant City Attorney, Mr. Myron Hanna, confirming approval of his dual representation to the Village of Valmeyer as general legal counsel and to the City of Waterloo as specific legal representation regarding ordinance violations.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
14. Motion to Adjourn.

DATES TO REMEMBER

Mar. 26, 2019 – American Legion Meeting, Waterloo City Hall: Second Floor, 7:00 p.m.
April 01, 2019 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
April 08, 2019 – Planning Commission Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
April 09, 2019 – Sister Cities Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
April 10, 2019 – Minister's Meeting, Waterloo City Hall: Second Floor, 8:00 a.m.
April 10, 2019 – Park District Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
April 11, 2019 – Violence Prevention Meeting, Waterloo City Hall: Second Floor, 4:00 p.m.
April 15, 2019 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
April 17, 2019 – Police Pension Board Meeting, Waterloo City Hall: Front Conference Room, 5:30 p.m.
April 18, 2019 – Zoning Board of Appeals Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
April 19 and 20, 2019 – City Offices Closed for Good Friday and Easter Holiday.
April 23, 2019 – American Legion Meeting, Waterloo City Hall: Second Floor, 7:00 p.m.

**MINUTES OF THE
CITY COUNCIL MEETING
MARCH 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 February 19, 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.

James Gallagher, of Uncle John's RRR Bar to open soon at 114 West Mill Street, is requesting a non-permanent, small porch on the Third Street side that would bridge two garage doors already installed. The reason for this request is in the "spirit of mobility" that downtown Waterloo is now experiencing. Mayor Smith said the matter will be taken up in a Downtown Beautification Committee meeting. Gallagher also wished to address "confusion" and "rumors" circulating about Uncle John's RRR Bar, namely the color recently painted on the bottom third of the building. Mayor Smith ended the conversation by saying "Personally, I think it's bad."

Next up was Floyd Engel, owner of Pound4Pound Fitness Center at 725 Station Crossing. He expressed displeasure that the surrounding commercial land near his business is growing corn which he indicated is a safety hazard plus it's bad for his business. Mayor Smith said the matter would be discussed by the Planning Commission.

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 Subdivision and Zoning Administrator. No report.
 - D. Report of Director of Public Works.
Tim Birk reported there were 5 hours of snow removal from the last snow storm.
 - E. Report of Chief of Police. No report.
 - F. Report of City Attorney. No report.
 - G. Report and Communication by Mayor.
 1. Presentation of Commendation to Jaenke Heating & Air Conditioning in honor of their 50th Anniversary.
 2. Brad Papenberg, Chamber of Commerce Community Service Award.
 3. City Clerk, Barbara Pace swore in new Police Officer Mason Ingram.
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 Ordinance No. 1774 Authorizing the Amendment of the Revised Code of Ordinances for the City of Waterloo, Illinois, Chapter 40 Zoning Code, Sections 40-7-5(B)(2) and 40-13-4(B) Regarding Advisory Notices to Adjacent Property Owners.

Motion made by Alderman Heller and seconded by Alderman Darter to approve Ordinance No. 1774 authorizing the amendment of the Revised Code of Ordinances for the City of Waterloo, Illinois, Chapter 40 Zoning Code, Sections 40-7-5(B)(2) and 40-13-4(B) regarding advisory notices to adjacent property owners. Discussion. Subdivision & Zoning Administrator, Jim Nagel explained Ordinance No. 1774. Motion passed unanimously with Aldermen Heller, Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner and Row voting yea.
 - B. Consideration and Action on Ordinance No. 1775 Authorizing the Amendment of the Revised Code of Ordinances for the City of Waterloo, Illinois, Chapter 40 Zoning Code, Section 40-9-10(B) Regarding Special Use Permit Expiration.

Motion made by Alderman Row and seconded by Alderman Heller to approve Ordinance No. 1775 authorizing the amendment of the Revised Code of Ordinances for the City of Waterloo, Illinois, Chapter 40 Zoning Code, Section 40-9-10(B) regarding Special Use Permit expiration. Discussion. Subdivision & Zoning Administrator, Jim Nagel explained Ordinance No. 1775. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.
11. Unfinished Business. None.
12. Miscellaneous Business.
 - A. Consideration and Action on Warrant No. 575.

Motion made by Alderman Darter and seconded by Alderman Row to approve Warrant No. 575. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.
 - B. Consideration and Action on Procedure and Schedule of Proceedings Relative to the Adoption of the Annual Budget for the Fiscal Year of May 01, 2019 through April 30, 2020.

Motion made by Alderman Heller and seconded by Alderman Notheisen to approve the Procedure and Schedule of Proceedings Relative to the Adoption of the Annual Budget for the Fiscal Year of May 01, 2019 through April 30, 2020. Motion passed unanimously with Aldermen Heller, Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner and Row voting yea.
 - C. Consideration and Action on a Special Event Permit Request from the Humane Society of Monroe County, IL. dba Helping Strays of Monroe County for a Queen of Hearts Raffle to be held at the Hopskeller Brewing Company every Thursday evening at 7:00 p.m. with the potential of running through February 20, 2020.

Motion made by Alderman Row and seconded by Alderman Heller to approve a Special Event Permit Request from the Humane Society of Monroe County, Il. dba Helping Strays of Monroe County for a Queen of Hearts Raffle to be held at the Hopskeller Brewing Company every Thursday evening at 7:00 p.m. with the potential of running through February 20, 2020. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.
 - D. Consideration and Action on a Special Event Permit Request from the Vintage Wine Bar for the Back Alley Bluegrass Festival to be held on May 17, 2019 at 7:00 p.m. to May 19, 2019 at 10:00 p.m., with the Closure of an Alley between Third Street and the 1st National Bank Parking Lot.

Motion made by Alderman Hopkins and seconded by Alderman Notheisen to approve a Special Event Permit Request from the Vintage Wine Bar for the Back Alley Bluegrass Festival to be held on May 17, 2019 at 7:00 p.m. to May 19, 2019 at 10:00 p.m., with the closure of an alley between Third Street and the 1st National Bank parking lot. Motion passed unanimously with Aldermen Hopkins, Trantham, Darter, Buettner, Row, Heller, Notheisen and Thomas voting yea.

- E. Consideration and Action on a Special Event Permit Request from the Waterloo Optimist Club for their 2nd Annual Beer-B-Que to be held on May 10, 2019 at 5:30 p.m. to May 11, 2019 at 7:00 p.m. with Street Closures of Main, Mill and Third adjacent to the Monroe County Courthouse.
Motion made by Alderman Heller and seconded by Alderman Darter to approve a Special Event Permit request from the Waterloo Optimist Club for their 2nd Annual Beer-B-Que to be held on May 10, 2019 at 5:30 p.m. to May 11, 2019 at 7:00 p.m. with street closures of Main, Mill and Third adjacent to the Monroe County Courthouse. Motion passed unanimously with Aldermen Heller, Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, and Row voting yea.
- F. Consideration and Action on a Special Event Permit Request from the Waterloo Optimist Club for their Annual Car Show to be held on June 02, 2019 from 8:00 a.m. to 4:00 p.m., with Street Closures of Main, Mill and Third adjacent to the Monroe County Courthouse.
Motion made by Alderman Darter and seconded by Alderman Heller to approve a Special Event Permit Request from the Waterloo Optimist Club for their Annual Car Show to be held on June 02, 2019 from 8:00 a.m. to 4:00 p.m., with street closures of Main, Mill and Third adjacent to the Monroe County Courthouse. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins and Trantham voting yea.
- G. Consideration and Action on Executive Session to Discuss the Purchase of Property as Per 5 ILCS 120/2(c)(5).
Motion made by Alderman Notheisen and seconded by Alderman Hopkins to approve Executive Session to discuss the purchase of property. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea. Time: 7:55 p.m.
The meeting reconvened at 8:29 p.m. Motion to reconvene made by Alderman Notheisen and seconded by Alderman Darter. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
Alderman Notheisen stated the gas prices today were over \$6.80. Discussion.
Alderman Darter stated ‘good job by Public Works Director Tim Birk and crew.’
14. Motion to Adjourn was made by Alderman Darter and seconded by Alderman Buettner. Motion passed with unanimous voice vote. Mayor Smith adjourned the meeting at 8:30 p.m.

Barbara Pace,
CITY CLERK

**CITY OF WATERLOO, ILLINOIS
COLLECTION REPORT**

	2017-2018 ACTUAL AMOUNT	2018-2019 BUDGETED AMOUNT	% INCREASE/ DECREASE	2018 FEB	2019 FEB	% INCREASE/ DECREASE	2017-2018 FISCAL YTD	2018-2019 FISCAL YTD	% INCREASE/ DECREASE
ELEC SALES	11,374,889.69	11,282,000.00	-0.82%	816,909.05	887,230.87	8.61%	9,523,185.16	9,780,602.12	2.70%
ELEC TAX	272,696.74			19,393.81	21,569.22	11.22%	228,453.81	241,190.45	5.58%
ELECT MISC.	311,492.00	189,280.00	-39.23%	8,492.00	15,896.00	87.19%	238,246.00	231,884.00	-2.67%
SUBTOTAL	11,959,078.43	11,471,280.00	-4.08%	844,794.86	924,696.09	9.46%	9,989,884.97	10,253,676.57	2.64%
BEGINNING UNAPPLIED	421,005.50			49,138.22	50,191.79	2.14%	345,587.34	378,299.31	9.47%
UNAPPLIED CASH REC'D	113,557.31			8,186.68	7,355.96	-10.15%	95,480.68	132,262.43	38.52%
UNAPPLIED DISBURSED	109,328.98			14,049.74	17,710.93	26.06%	82,592.98	127,041.40	53.82%
ENDING UNAPPLIED	425,233.83			43,275.16	39,836.82	-7.95%	358,475.04	383,520.34	6.99%
GAS SALES	2,649,237.71	2,615,000.00	-1.29%	382,854.65	418,228.58	9.24%	1,698,389.27	1,965,017.67	15.70%
GAS TAX	74,281.38			11,416.79	11,832.76	3.64%	45,817.11	53,877.41	17.59%
GAS MISC.	114,945.00	82,800.00	-27.97%	424.00	7,138.00	1583.49%	82,724.00	116,061.00	40.30%
SUBTOTAL	2,838,464.09	2,697,800.00	-4.96%	394,695.44	437,199.34	10.77%	1,826,930.38	2,134,956.08	16.86%
WATER SALES	2,398,117.55	2,463,000.00	2.71%	169,545.34	186,984.06	10.29%	2,043,450.32	2,004,404.01	-1.91%
WATER MISC.	104,341.00	95,950.00	-8.04%	4,110.00	5,168.00	25.74%	77,635.00	84,192.00	8.45%
SUBTOTAL	2,502,458.55	2,558,950.00	2.26%	173,655.34	192,152.06	10.65%	2,121,085.32	2,088,596.01	-1.53%
SEWER SALES	1,780,174.39	1,845,000.00	3.64%	127,062.35	141,304.05	11.21%	1,507,817.53	1,482,197.54	-1.70%
SEWER MISC.	265,464.00	243,200.00	-8.39%	14,588.00	9,278.00	-36.40%	203,939.00	149,814.00	-26.54%
SUBTOTAL	2,045,638.39	2,088,200.00	2.08%	141,650.35	150,582.05	6.31%	1,711,756.53	1,632,011.54	-4.66%
CITY TAX	521,024.56	504,000.00	-3.27%	46,004.37	50,585.16	9.96%	414,314.50	441,500.91	6.56%
MISC.	17,071.00	30,150.00	76.62%	1,231.00	4,841.00	293.26%	12,566.00	66,587.00	429.90%
SUBTOTAL	538,095.56	534,150.00	-0.73%	47,235.37	55,426.16	17.34%	426,880.50	508,087.91	19.02%
REFUSE FEE	744,854.09	779,850.00	4.70%	58,452.02	63,076.72	7.91%	618,334.50	633,912.72	2.52%
VEHICLE STICKER	-	-		-	-		-	-	
FINES	71,970.00	75,000.00	4.21%	5,505.00	6,154.00	11.79%	61,260.00	39,647.00	-35.28%
PERMITS	128,676.00	125,000.00	-2.86%	6,442.00	5,447.00	-15.45%	102,097.00	64,380.00	-36.94%
INSPECTION FEES	17,275.00	20,000.00	15.77%	975.00	1,050.00	7.69%	14,925.00	14,375.00	-3.69%
FRANCHISE FEES	124,668.00	125,000.00	0.27%	17,297.00	18,224.00	5.36%	124,668.00	126,510.00	1.48%
LIQUOR LICENSE	9,806.00	14,000.00	42.77%	1,531.00	180.00	-88.24%	9,756.00	20,260.00	107.67%
INFRASTRUCTURE FEE	239,509.00	235,000.00	-1.88%	19,391.00	19,023.00	-1.90%	200,527.00	192,557.00	-3.97%
HOTEL/MOTEL TAX	20,538.00	22,000.00	7.12%	261.00	257.00	-1.53%	17,402.00	16,990.00	-2.37%
MISC.	241,826.00	170,515.00	-29.49%	8,658.00	14,338.00	65.60%	173,748.00	190,175.00	9.45%
REPLACEMENT TAX	51,943.00	55,250.00	6.37%	-	-		35,225.00	38,161.00	8.33%
COUNTY TAX	400,461.00	418,000.00	4.38%	-	-		400,461.00	356,397.00	-11.00%
SALES TAX	2,184,317.00	2,250,000.00	3.01%	186,998.00	189,568.00	1.37%	1,799,519.00	1,834,502.00	1.94%
BUSINESS DISTRICT TAX	91,963.00	90,000.00	-2.13%	6,866.00	7,549.00	9.95%	77,349.00	72,575.00	-6.17%
VIDEO GAMING	102,878.00	104,000.00	1.09%	8,563.00	10,892.00	27.20%	83,769.00	95,817.00	14.38%
INCOME TAX	1,328,455.00	1,328,000.00	-0.03%	147,122.00	141,040.00	-4.13%	1,120,480.00	1,144,832.00	2.17%
SUBTOTAL	5,759,139.09	5,811,615.00	0.91%	468,061.02	476,798.72	1.87%	4,839,520.50	4,841,090.72	0.03%
MOTOR FUEL TAX	268,215.00	292,000.00	8.87%	24,600.00	23,592.00	-4.10%	225,776.00	250,510.00	10.96%
MISC	8,746.00	8,500.00	-2.81%	768.00	1,448.00	88.54%	6,726.00	12,711.00	88.98%
SUBTOTAL	276,961.00	300,500.00	8.50%	25,368.00	25,040.00	-1.29%	232,502.00	263,221.00	13.21%
UTILITY DEPOSITS	128,925.00	-		13,050.00	3,525.00	-72.99%	109,175.00	91,900.00	-15.82%
TOTAL DEPOSITS	26,162,317.42	25,462,495.00	-2.67%	2,116,697.06	2,272,775.38	7.37%	21,353,215.88	21,945,802.26	2.78%

March 18, 2019

To: Mayor Tom Smith
City Attorney
City Aldermen

Re: Treasurer's Report

Attached, please find the February 28, 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
February 28, 2019

CHECKING ACCOUNT	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
Petty Cash	\$ 497.98	\$ -	\$ -	\$ 497.98
Utility Deposit	72,187.85	3,525.00	13,850.00	61,862.85
General Fund	(21,020.76)	208,833.84	413,947.04	(226,133.96)
Motor Fuel Tax	28,047.88	17.25	1,608.46	26,456.67
Water Fund	(13,822.53)	191,478.06	150,478.37	27,177.16
Sewer Fund	337,894.41	151,106.52	84,766.65	404,234.28
Gas Fund	(496,302.11)	437,645.93	389,468.56	(448,124.74)
Electric Fund	1,858,592.90	928,516.69	733,738.58	2,053,371.01
Capital Improvements	405,124.20	54,384.00	-	459,508.20
D.A.R.E.	3,125.61	-	-	3,125.61
Interest	1,958.12	1,719.78	-	3,677.90
Hotel/Motel Tax	127,650.61	256.65	3,287.50	124,619.76
TOTALS:	\$2,303,934.16	\$1,977,483.72	\$1,791,145.16	\$2,490,272.72

INVESTED FUNDS

Capital Improvements	\$ 2,281,945.67	2,673.97	-	\$ 2,284,619.64
Electric	\$ 6,247,328.21	7,320.59	-	\$ 6,254,648.80
E-Pay Utility Bills	8,112.52	46,042.85	47,213.57	6,941.80
Farm Account Income	144,431.12	13,655.71	-	158,086.83
Gas	4,235,750.76	4,963.44	-	4,240,714.20
General Fund	6,258,377.17	380,359.12	-	6,638,736.29
Motor Fuel	727,398.67	25,022.48	-	752,421.15
Pension Reserve	1,692,101.11	324.51	-	1,692,425.62
Sewer	2,009,868.98	2,355.16	-	2,012,224.14
Utility Deposits	308,196.38	361.15	-	308,557.53
Water	2,378,858.11	2,787.54	-	2,381,645.65

Total Invested Funds:	\$26,292,368.70	\$485,866.52	\$47,213.57	\$26,731,021.65
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Total All City Funds:	\$28,596,302.86	\$2,463,350.24	\$1,838,358.73	\$29,221,294.37
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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 2/28/19

	January	February	March	April	May	June	July	August	September	October	November	December	Total
New Construction Inspections:													
2019	31	27											58
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	3											7
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	17											36
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	14											26
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	9											17
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	0											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	8											12
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	1											1
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:
March 18, 2019
(Date)

2. Description of matter to be placed on agenda:
Appointment of Mr. Kermit Constantine to fill a vacant position on the Waterloo
Community Leaders Committee of the William Zimmer Family Foundation.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03/12/19


Submitted by: _____
W. Chip Bieber

William Zimmer Family Foundation

Waterloo Community Leaders Committee

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

Waterloo Community Leaders Committee
William Zimmer Family Foundation
228 South Main Street
Waterloo, IL 62298

Honorable Thomas G. Smith, Mayor
City of Waterloo, Illinois
100 West Fourth Street
Waterloo, IL 62298

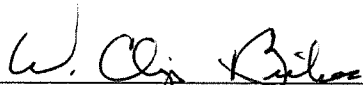
Dear Tom;

Mr. Richard Levondoski recently vacated his position on the Waterloo Community Leaders Committee. Pursuant to Section 3(b)(ii) of the William Zimmer Family Foundation trust instrument as amended, the following is a list of recommended candidates to fill this vacancy, to wit:

Kermit Constantine

from which you are requested to choose to fill the vacancy on the Waterloo Community Leaders Committee of the William Zimmer Family Foundation.

Dated: 03/12/2019



Wilbert (Chip) Bieber on behalf of the
Waterloo Community Leaders Committee
William Zimmer Family Foundation

Wilbert (Chip) Bieber
Karen G. Bergman
Robert Hoffmann
Richard Levondoski

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:
March 18, 2019
(Date)

2. Description of matter to be placed on agenda:
Appointment of Mr. Ken Hartman, Jr. to the Zoning Board of Appeals for a 5-Year
Term to Expire on February 01, 2024.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03/14/19

Submitted by: _____
Mayor Tom Smith

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:
March 18, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Resolution No. 19-04 Approving the Mayor's
Signature on a Master Pole Attachment Agreement between the City of Waterloo,
IL and ExteNet Systems, Inc.

* Due to the size, the agreement can be viewed in the
Clerk's Office.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03/14/19

Submitted by:
Mayor Tom Smith

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

RESOLUTION NO. 19-04

A RESOLUTION APPROVING THE MAYOR'S SIGNATURE ON A MASTER POLE ATTACHMENT AGREEMENT BETWEEN THE CITY OF WATERLOO, ILLINOIS AND EXTENET SYSTEMS, INC.

WHEREAS, attached is a proposed Master Pole Attachment Agreement between the City of Waterloo, IL and ExteNet Systems, Inc.; and,

WHEREAS, it is in the best interest of the City of Waterloo, IL to sign said Agreement with ExteNet Systems, Inc.

NOW, THEREFORE, BE IT RESOLVED, by the City Council and the Mayor that the City of Waterloo does hereby direct and authorize the Mayor to execute said Agreement as attached.

PASSED by the City Council and approved by the Mayor of the City of Waterloo, Illinois this 18th day of March, 2018 with a roll call vote as follows:

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAINED: _____

APPROVED:

Thomas Smith, Mayor

ATTESTED:

Barbara Pace, City Clerk

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:
March 18, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Appointment of Mrs. Donna Robert to the Waterloo Cemetery Board for a Three-Year Term to Expire on April 01, 2022.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03/14/19

Submitted by: _____
Mayor Tom Smith

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:
March 18, 2019
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on Waterloo Millers advertising in the amount of \$400.00 for Tourism from the Hotel / Motel Tax Fund.
3. Relief or action to be requested:
Approval
4. Submittal date: March 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:
March 18, 2019
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on City's Annual \$7,500.00 Contribution to Western Egyptian.
3. Relief or action to be requested:
Approval
4. Submittal date: 3/14/19

Submitted by:
Shawn Kennedy, Collector-Budget Officer

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:
March 18, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on a Special Event Permit Request from Philomena & Ruth for their 4th Anniversary Party to be held on Sunday, April 28, 2019 from 11 a.m. to 5:00 p.m. with the closure of parking spaces in front of 118 and 124 West Mill Street.

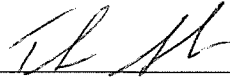
3. Relief or action to be requested:
Approval.

4. Submittal date: 03/05/19

Submitted by: _____
Elizabeth Hahn, Philomena & Ruth

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



CITY OFFICES
100 West Fourth Street
Waterloo, Illinois 62298
(618) 939-8600

SPECIAL EVENT PERMIT APPLICATION

Instructions to Applicant:

- The following information must be completed and submitted to the City Clerk's Office at the Waterloo City Hall.
- **Application Fee: None**
- Special Event Permit Applications **must be submitted sixty (60) days prior to the date of requested event** to allow for proper time to process with all city departments.
- All damages to property and equipment shall be billed to the applicant and shall be paid by said applicant upon receipt.
- A **Pre-Event Meeting** will be required prior to approval by City Council.

- Event Name / Type: Philomena + Ruth 4th Anniversary Party
Location of Event: 118 W Mill St.
- Beginning Date / Time: Sunday, April 28th 11am Ending Date / Time: Sunday April 28th 5 pm
- Organization Name: Philomena + Ruth
Mailing Address: 118 W Mill St. Waterloo, IL 62298
Street City State Zip
Phone Number: _____ mail Address: elizabeth@philomenaAnRuth.org
Not For Profit Status: Yes _____ No ID # _____
- Person in Charge of Event: Elizabeth Hahn
Mailing Address: 118 W Mill St. Waterloo, IL 62298
Street City State Zip
Cell Phone Number: _____ Email Address: elizabeth@philomenaAnRuth.org
- Secondary Contact Person: _____
Mailing Address: _____
Street City State Zip
Cell Phone Number: _____ Email Address: _____

THE FOLLOWING INFORMATION MUST BE PROVIDED BEFORE APPLICATION WILL BE PROCESSED.

A. Narrative of Event: Philomena + Ruth will be celebrating its 4 year anniversary with music, drinks + good vibes. We request the closure of the street in front of 118 W Mill and 124 W Mill for the band, drink trailer + Pie Pizza

B. Number of People Expected: 300-ish

C. Sketch Plan of Site or Route of Walk/Run (downtown or Rogers St.) including marked locations of trash cans / dumpster, sanitary facilities, barricades and street closures.
Attached

D. Will there be inflatable jumpers/bounce houses or amusement rides: Yes No
• If yes, Proof of Liability Insurance must include inflatables.

E. Liquor License information for beer sales (hours of sale and license number):

F. Special Needs (i.e. Police, Street Dept., Electric – outlets, sound system)
Street closure in front of 118 W Mill St and 124 W Mill St. (parking spots only closed)

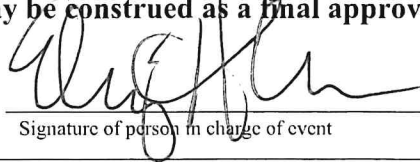
Proof of Liability Insurance must be provided 14 days after approval or 14 days prior to the event whichever is sooner. If the event is held on City property, the City of Waterloo **must** be named as an additional insured with Comprehensive General Liability limits of not less than \$1,000,000 combined single limit, each occurrence / \$2,000,000 aggregate.

Received Date _____

Special Event Organizer(s) must also provide for the sanitary collection of all refuse, litter, and garbage generated by patrons attending the event, and removal of all such waste materials from the location of the event and surrounding areas, including Courthouse trash cans if applicable, on the day of the event.

Signage: As part of the approval of this Special Event Permit, temporary signs for said Special Event shall be permitted as provided for in the City Sign Ordinance.

I agree to abide by the rules and certify that I, on behalf of the applicant or organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Waterloo. I also understand that acceptance of application should in no way be construed as a final approval/confirmation of this request.


Signature of person in charge of event

Feb. 27, 2019
Date of Submission

For office use only

"Special Events Permits" shall go before the City Council for approval.

Approved by City Council: Yes No Date _____

Zoning Department Mayor's Office Police Department
DPW / Street Department (for street closings, signalization, and detour routes) / Electric Department

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:
March 18, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on a Special Event Permit Request from the Southern Illinois Beer Trail Association (Tammy & Chris Rahn – Stubborn German Brewing Company) for a Beer Trail Bash Event to be held on Saturday, June 15, 2019 from 9:00 a.m. to 6:00 p.m. on the Courthouse Lawn with possible street closures of Mill, Main and Third Streets surrounding the Courthouse.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03/05/19

Submitted by:
Tammy Rahn – Stubborn German Brewing Company
Southern Illinois Beer Trail Association

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



CITY OFFICES
100 West Fourth Street
Waterloo, Illinois 62298
(618) 939-8600

SPECIAL EVENT PERMIT APPLICATION

Instructions to Applicant:

- The following information must be completed and submitted to the City Clerk's Office at the Waterloo City Hall.
- **Application Fee: None**
- Special Event Permit Applications **must be submitted thirty (30) days prior to the date of requested event** to allow for proper time to process with all city departments.
- All damages to property and equipment shall be billed to the applicant and shall be paid by said applicant upon receipt.

- Event Name / Type: Beer Trail Bash
Location of Event: Courthouse. Square + Main + 3rd Street
- Beginning event time is 12-4 Ending
Date / Time: 6-15-19 @ 9:00 am Date / Time: 6-15-19 @ 6:00 pm
- Organization Name: Southern IL Beer Trail Association
Mailing Address: 12 South Oak DuQuoin IL 62832
Street City State Zip
Phone Number: _____ Email Address: abbya@stnicholasbrewco.com
Not For Profit Status: Yes No _____ ID # 82-2042987
- Person in Charge of Event: Tammy Rahn
Mailing Address: 119 S. Main Street Waterloo IL 62298
Street City State Zip
Cell Phone Number: _____ Email Address: Stubborngermanbrewing@gmail.com
- Secondary Contact Person: Chris Rahn
Mailing Address: 119 S Main Street Waterloo IL 62298
Street City State Zip
Cell Phone Number: _____ Email Address: rahn65@gmail.com

THE FOLLOWING INFORMATION MUST BE PROVIDED BEFORE APPLICATION WILL BE PROCESSED.

A. Narrative of Event.

A beer festival featuring 16 breweries in Southern IL. Admission will be charged. There will be food available. We will have live music. We plan to use the Courthouse Grounds if it is nice weather + some parking spots. If bad weather (muddy on Courthouse square), then we would need streets shut down.

B. Sketch Plan of Site or Route of Walk/Run Attached Not Applicable

C. Will there be inflatable jumpers/bounce houses or amusement rides: Yes No

• If yes, Proof of Liability Insurance is required. (See Clerk's Office for details.)

D. Proof of Liability Insurance must be provided and, if the event is held on City property, the City of Waterloo must be named as an additional insured with Comprehensive General Liability limits of not less than \$1,000,000 combined single limit, each occurrence / \$2,000,000 aggregate.

if approved, I will provide. Attached I have liquor liability, liability, + naming City as additional insured discussed w/ Petri.

E. Liquor License information for beer sales (hours of sale): 12:00pm - 4:00pm

I will apply for Special Event Permit once the City approves this.

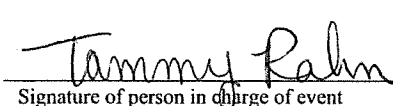
G. Special Needs (i.e. Police, Fire, EMS, Street Dept., Electric)

Electric

Special Event Organizer(s) must also provide for the sanitary collection of all refuse, litter, and garbage generated by patrons attending the event, and removal of all such waste materials from the location of the event in a timely manner.

Signage
As part of the approval of this Special Event Permit, temporary signs for said Special Event shall be permitted as provided for in the City Sign Ordinance.

I agree to abide by the rules and certify that I, on behalf of the applicant or organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Waterloo. I also understand that acceptance of application should in no way be construed as a final approval/confirmation of this request.

 1-22-19
 Signature of person in charge of event Date of Submission

For office use only
"Special Events Permits" shall go before the City Council for approval.

Approved by City Council: Yes No Date _____

Police Department Fire Department EMS Dispatch

DPW / Street Department (for street closings, signalization, and detour routes)

Option A: 1st choice, if weather cooperates would not need to close down streets

Courthouse

Bath room

Beer

Sidewalk

Beer

Beer

Beer

Sidewalk

Beer

Sidewalk

Bandstand
(live music here 12-4)

Food

Beer

Check In

3rd street

Hopskeller

(no play this do
MASC

main street

Stubborn German

alley

Shorty's

HTC

Option B: 2nd choice if it is rainy or the Courthouse grounds are wet/muddy

Courthouse

Sidewalk

Bathrooms

Street closed here

Hopskeller

Bandstand
(live music here 12-4)

3rd street
food/beer

food/beer

(no play this day)
MASC

Sidewalk

Sidewalk

check in

food/beer

Street closed here

main street

Street closed here

Food/beer

Stubborn German

alley

Shorty's

HTC

Just FYI - I am turning this in today (1-22-19)

APPLICATION FOR USE OF COURTYARD/BANDSTAND

I (we) the undersigned, representative(s) of Southern IL Beer Trail Association organization, desire permission to use the courthouse yard and/or bandstand on Saturday, June 15, 2019 from 9:00 a to 6:00 p. There will be approximately 500-600 in attendance. The individuals will be approximately 500-600 adults 0 children 40 organization members _____ general public and _____ others. The program of activity is to be beer festival. Proceeds to go to Southern IL Beer Trail Association.

The rules and regulations prescribed for use of the said facility as laid down by the Monroe County Board of Commissioners are understood and it is agreed that we will and do hereby assume all responsibility for any infraction of said rules and regulations.

PARTIES RESPONSIBLE:

Tammy Palm
Name (signature)
119 South Main Street
Street Address
Waterloo IL
City and State
618-973-1141
Contact Number

Chris Palm
Name (signature)
119 South Main Street
Street Address
Waterloo IL
City and State
618-973-7526
Contact Number

Approved by the Chairman of the Monroe County Board

Will electricity be needed (circle one): Yes or No

Restroom facilities not available at this time.

NOTE: Key for the bandstand is obtained at the Treasurer's Office Monday through Friday from 8:00 am to 4:30 pm.

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:
March 18, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on a Special Event Permit Request from Stubborn
German Brewing Company for their Annual StubbornFest to be held on Friday,
October 4, 2019 3:00 p.m. through Saturday, October 5, 2019 at 12:00 midnight,
with the closure of Main Street from Mill to Alley south of Stubborn German.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03/05/19

Submitted by: _____
Chris and Tammy Rahn
Stubborn German Brewing Company

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



CITY OFFICES
 100 West Fourth Street
 Waterloo, Illinois 62298
 (618) 939-8600

SPECIAL EVENT PERMIT APPLICATION

Instructions to Applicant:

- The following information must be completed and submitted to the City Clerk's Office at the Waterloo City Hall.
- **Application Fee: None**
- Special Event Permit Applications **must be submitted thirty (30) days prior to the date of requested event** to allow for proper time to process with all city departments.
- All damages to property and equipment shall be billed to the applicant and shall be paid by said applicant upon receipt.

1. Event Name / Type: Stubbornfest
 Location of Event: 119 S. Main Street

2. Beginning Event from 10-4-19:3-11 + 10-5-19:12-11 Ending
 Date / Time: 10-4-19 @ 11am Date / Time: 10-5-19 @ Midnight

3. Organization Name: Stubborn German Brewing Co.
 Mailing Address: 119 S. Main Street Waterloo IL 62298
Street City State Zip
 Phone Number: _____ Email Address: stubborngermanbrewing@gmail.com
 Not For Profit Status: Yes _____ No X ID # _____

4. Person in Charge of Event: Tammy Rahn
 Mailing Address: same as above
Street City State Zip
 Cell Phone Number: _____ Email Address: _____

5. Secondary Contact Person: Chris Rahn
 Mailing Address: same as above
Street City State Zip
 Cell Phone Number: _____ Email Address: _____

THE FOLLOWING INFORMATION MUST BE PROVIDED BEFORE APPLICATION WILL BE PROCESSED.

A. Narrative of Event. Annual Oktoberfest party. Live german music. Food available for sale from Schneider's Bubble Bus on Saturday.

B. Sketch Plan of Site or Route of Walk/Run Attached Not Applicable

C. Will there be inflatable jumpers/bounce houses or amusement rides: Yes No
• If yes, Proof of Liability Insurance is required. (See Clerk's Office for details.)

D. Proof of Liability Insurance must be provided and, if the event is held on City property, the City of Waterloo must be named as an additional insured with Comprehensive General Liability limits of not less than \$1,000,000 combined single limit, each occurrence / \$2,000,000 aggregate.
Attached I will get this once approved.

E. Liquor License information for beer sales (hours of sale): Fri 3-11 Sat 12-11

G. Special Needs (i.e. Police, Fire, EMS, Street Dept., Electric)
Electric - possible extra patrols by police for safety

Special Event Organizer(s) must also provide for the sanitary collection of all refuse, litter, and garbage generated by patrons attending the event, and removal of all such waste materials from the location of the event in a timely manner.

Signage

As part of the approval of this Special Event Permit, temporary signs for said Special Event shall be permitted as provided for in the City Sign Ordinance.

I agree to abide by the rules and certify that I, on behalf of the applicant or organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Waterloo. I also understand that acceptance of application should in no way be construed as a final approval/confirmation of this request.

Tammy Palm
Signature of person in charge of event

1.22.19
Date of Submission

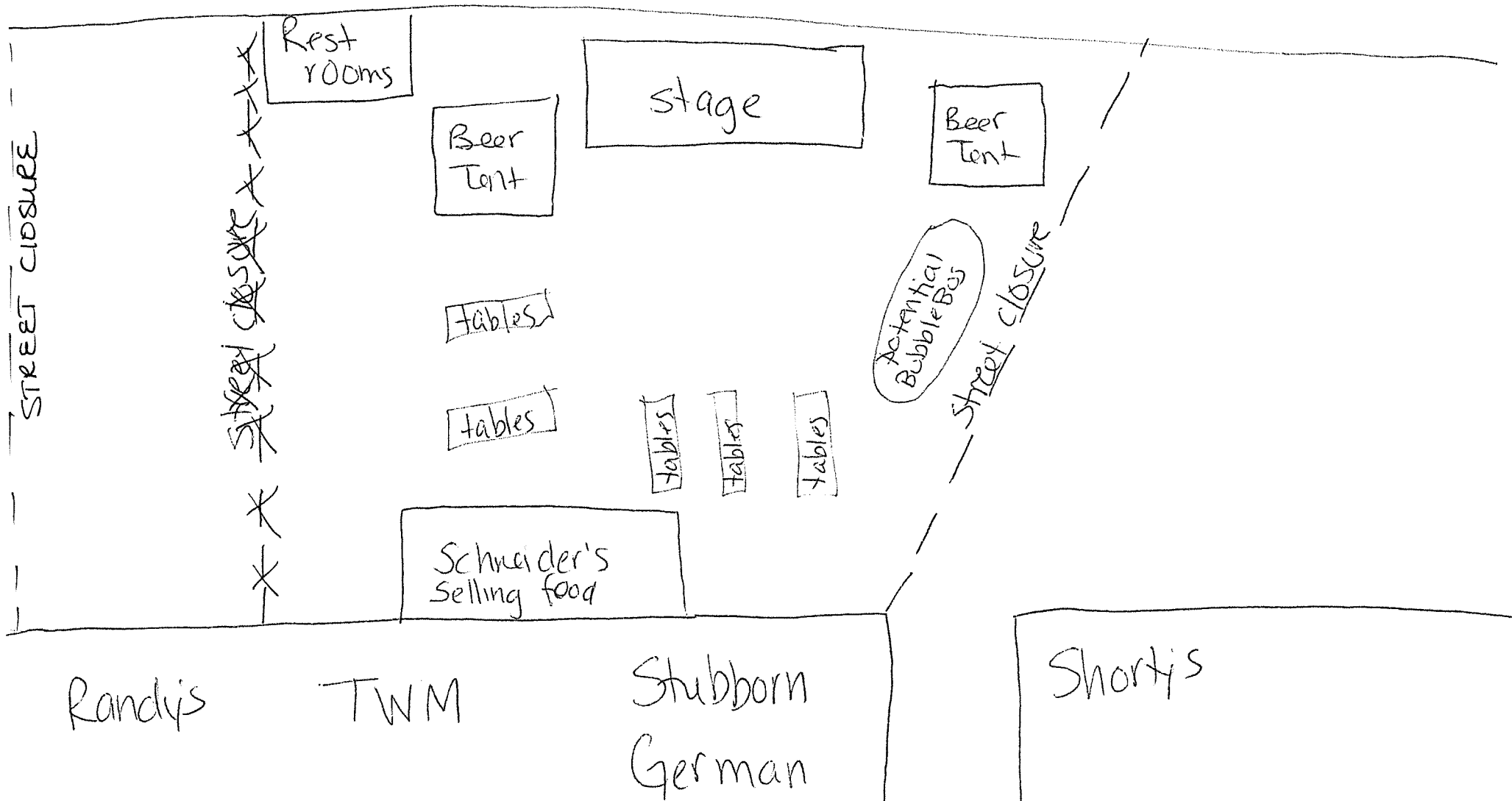
For office use only

"Special Events Permits" shall go before the City Council for approval.

Approved by City Council: Yes No Date _____

Police Department Fire Department EMS Dispatch
DPW / Street Department (for street closings, signalization, and detour routes)

Courthouse Square



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:
March 18, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Signing of a Letter to Assistant City Attorney, Mr.
Myron Hanna, confirming approval of his dual representation to the Village of
Valmeyer as general legal counsel and to the City of Waterloo as specific legal
representation regarding ordinance violations.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03/14/19

Submitted by:
Mayor Tom Smith

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

HANNA & VOLMERT, LLC

ATTORNEYS AT LAW

530 FULLERTON ROAD, SUITE A
P.O. BOX 464
BELLEVILLE, ILLINOIS 62222-0464

TELEPHONE (618) 277-7670
FACSIMILE (618) 277-7674

myronhanna@hanna-and-volmert.com
debbievolmert@hanna-and-volmert.com

MYRON A. HANNA
DEBORAH J. VOLMERT*

*licensed in IL and MO

March 13, 2019

Village of Valmeyer
Attn: Howard Heavner, Mayor
260 Knobloch Blvd.
Valmeyer, IL 62295

City of Waterloo
Attn: Tom Smith, Mayor
100 West 4th St.
Waterloo, IL 62298

Re: Representation of Valmeyer and Waterloo

Gentlemen:

This firm is the Village Attorney for Valmeyer and an Assistant City Attorney for Waterloo. As such, this firm provides general legal representation for the Village of Valmeyer, but only provides specific legal representation (the prosecution of ordinance violations) for the City of Waterloo.

It is our understanding that Valmeyer and Waterloo may enter into negotiations regarding the provision of water service to Valmeyer by Waterloo, the granting of property interests by Valmeyer to Waterloo, and related legal issues. It is our understanding that our firm would only represent the interests of Valmeyer in such matters, and that our firm would have no access to any files or information possessed by Waterloo (except as provided by Waterloo to Valmeyer).

Pursuant to the Illinois Rules of Professional Conduct, a "concurrent conflict of interest" exists if a lawyer's representation of one client will be directly adverse to another client, or there is a significant risk that the representation of one client will be materially limited by the lawyer's responsibilities to another client. We do not anticipate that our representation of Valmeyer with respect to the provision of water service and related matters will be "directly adverse" to Waterloo. Moreover, due to the limited nature of our representation of Waterloo in the prosecution of ordinance violation matters, there is no significant risk that our representation of one client will be materially limited by responsibilities to another client.

March 13, 2019

Page 2

Pursuant to Rule 1.7(b) of the aforesaid rules, even if a concurrent conflict of interest did exist, a lawyer may represent a client if (1) the lawyer reasonably believes that the lawyer will be able to provide competent and diligent representation to each affected client; (2) the representation is not prohibited by law; (3) the representation does not involve the assertion of a claim by one client against another client represented by the lawyer in the same litigation or other proceeding before a tribunal; and (4) each affected client gives informed consent.

It is our belief that we will be able to continue to provide competent and diligent representation to Valmeyer (in general matters) and to Waterloo (in ordinance violation matters). Our representation of Valmeyer and Waterloo is not prohibited by law, and does not involve assertion of claims of one client against the other in litigation or before a tribunal.

Based upon the foregoing, we request your informed consent to our representation of Waterloo and Valmeyer as described above.

Sincerely,



Myron A. Hanna

MAH/lis

Accepted:

VILLAGE OF VALMEYER

Howard Heavner, Mayor

Dated: _____

CITY OF WATERLOO

Tom Smith, Mayor

Dated: _____